

## NWABSD Regular Board Meeting

Tuesday, August 27, 2024 4:00 PM

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

1.	<u>CALL TO ORDER/ ROLL CALL</u>	<b>Presenter:</b> Margaret Hansen, President
2.	<u>MOMENT OF SILENCE</u>	<b>Presenter:</b> Margaret Hansen, President
3.	<u>PLEDGE OF ALLEGIANCE</u>	<b>Presenter:</b> Margaret Hansen, President
4.	<u>APPROVAL OF AGENDA</u>	<b>Presenter:</b> Margaret Hansen, President
5.	<u>INTRODUCTION OF GUESTS/STAFF</u>	<b>Presenter:</b> Margaret Hansen, President
6.	<u>PUBLIC COMMENTS</u>	<b>Presenter:</b> Margaret Hansen, President
7.	<u>RECOGNITION AND AWARDS</u>	<b>Presenter:</b> Terri Walker, Superintendent
8.	<u>SUPERINTENDENT'S REPORT</u>	<b>Presenter:</b> Terri Walker, Superintendent
9.	<u>EXECUTIVE SESSION</u>	
10.	<u>ADOPTION OF CONSENT AGENDA</u>	
11.	<u>COMMUNICATIONS AND ITEMS INTRODUCED BY BOARD MEMBERS</u>	
12.	<u>DATE, TIME, AND LOCATION OF NEXT MEEETING</u>	
13.	<u>ADJOURNMENT</u>	

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**FR:** Office of the Superintendent

**SUBJECT:** Superintendent's Report

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### **ATTENDANCE:**

The district will continue to work towards creating a district wide approach to increase our attendance rates. Data, such as the one below, is used to assist.

### **Attendance Committee:**

The attendance subcommittee has reviewed districts in state and out of state attendance policies. They will present recommendations for any possible changes to current policies. This is not intended to be a negative report for the parents but a way to identify how better to support students and families.

Presently, the only choices in powerschool are Absent, Excused or Absent, Unexcused. A power school report that lists each student with the days absent, days present, and attendance percentage can reviewed by district and school and consequently, presented to parents. There is an opportunity to allow for categories such as: appointments; fever; out of town; etc. The committee will work with the secretaries and power school in creating more attendance categories.

We have had 456 student responses from the Absenteeism surveys. That is a great result and gives us some great feedback on Attendance.

Results of the Absenteeism surveys include:

Most Common to least common reasons of absence

Minor Illness	37% of respondents
Appointment	30% of respondents
Spending time with Parent	30% of respondents
Too Cold to walk	26% of respondents
Taking Care of siblings	22% of respondents
School sports activities	22% of respondents

PSA's are continually going out on KOTZ radio with ways to help students increase their attendance in school.

### **ENROLLMENT:**

K-12's current enrollment is 1859, a increase of 26 students since June's count.

PreK – 12<sup>th</sup> grade enrollment is 1888, a decrease of 77 students.

SCHOOL	PK3	PK4	KG	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9TH	10TH	11TH	12TH	TOTAL
ABL	0	7	4	6	7	3	5	5	6	5	9	5	5	1	2	70
BKC	0	2	15	12	19	15	15	17	17	15	21	17	12	14	19	210
DRG	0	2	2	3	5	5	2	9	0	4	4	3	5	3	6	53

IAN	1	0	3	10	8	8	4	5	8	8	5	6	14	5	9	94
KVL	0	0	2	11	9	8	7	19	14	12	14	12	14	14	14	150
OBU	0	2	4	3	3	0	6	1	3	3	2	4	1	1	1	34
HSCH	0	0	0	0	1	0	0	1	1	3	1	2	5	4	10	28
JNES	3	8	41	48	48	45	31	39	0	0	0	0	0	0	0	263
KMHS	0	0	0	0	0	0	0	0	48	50	44	53	34	40	46	315
WTK	0	0	19	12	13	10	4	15	9	8	11	17	15	9	17	159
ORV	1	0	13	8	16	14	24	16	19	18	14	18	16	9	7	193
WLK	0	1	15	12	21	17	20	17	16	26	14	22	19	26	29	255
SHG	1	1	4	5	7	4	7	5	6	6	2	4	3	3	6	64
<b>Grades</b>			<b># of Students</b>													
PK-12			1888													
K-12			1865													

### **NWALT Quad Board Planning**

NWALT has planned for a quad board work session on September 25-26. This is the time when the NANA, Maniilaq, Borough and School Board members will meet together with designated staff to go through a facilitated process that will result in an NWALT strategic plan. It will be here in Kotzebue with a potluck held on the first night. At the potluck, they would like a wide variety of local foods for the Nikapiaq feast.

### **Travel**

#### Superintendent's out-of-district travel

- National Indian Education Conference      Palm Springs, CA      October 7-11
- AK Federation of Natives Conference      Anchorage, AK      October 16-18
- AASB Annual Conference      Anchorage, AK      November 7-10

A reminder I will be out on personal leave-two weeks at a family reunion from Sept. 9th through the morning of Sept. 23<sup>rd</sup>.

Terri Walker,  
Superintendent



Board approval is required for contracts that exceed \$50,000. Each school year, middle school students across the district participate in the Middle School Academy through the University of Alaska Anchorage's Alaska Native Science and Engineering Program (ANSEP). The cost includes salaries, benefits, services, airfare, and supplies, totaling \$160,000 for 54 students. Acceleration Academy for up to 20 students; Acceleration Academy (Full-Time) is a full school day opportunity during the academic year. Students in grades 9 through 12 take free University courses and earn three years of college credits towards any degree by high school graduation. The cost includes tuition and fees for up to 20 students for \$65,000. ANSEP STEM Ready Academy our fifth-grade students with engagement in hands-on Science, Technology, Engineering, and Mathematics (STEM) career exploration projects. These sessions are school district specific. The cost includes salaries, benefits, services, and supplies for up to 30 students for \$30,000. *Funding: Native Youth in Action (NYIA) Fund 354.* The administration recommends board approval of payment to University of Alaska Anchorage for Middle School Academy costs for a total of \$250,000.

APPROVAL OF PAYMENT TO THE UNIVERSITY OF ALASKA ANCHORAGE 2024-2025 ANSEP

Board approval is required for contracts that exceed \$50,000. Karen McCain of McCain Services serves as Project Evaluator for select Federal and State Grants. In addition to finding grant opportunities and assisting the district in writing grant proposals, her duties include evaluating existing projects, overseeing data collection, and completing all required performance reports. Karen McCain's involvement in the district's educational grant projects ensures NWABSD's grant projects are effectively managed, maximizing funding utilization and guaranteeing compliance with all federal and state requirements. This MOA, which includes travel, is for a total of \$136,154.00 for the *entire* 2024-2025 school year. This MOA would only need an addendum if NWABSD is awarded any additional new grants next school year.

APPROVAL OF CONTRACT 2024-2025 KAREN MCCAIN

Funding for MOA	
General Grant Writing (general fund) Used when working on new grant applications only	\$15,000.00
Literacy Connection (LIT) Federal Grant FY24/25 (\$766,591) 7/01/2024 to 6/30/2025	\$41,500.00
Native Youth in Action (NYIA) Federal Grant FY24/25 (\$458,584) 7/01/2024 to 6/30/2025	\$22,278.00
Our Youth Our Future (OYOF) Federal Grant FY24/25 (\$972,211) 7/01/2024 to 6/30/2025	\$38,726.00
Alaska Early Education Program Grant (EEP Grant) (\$496,971) 7/01/2024 to 6/30/2025 (fund # pending)	\$18,650.00
Total	\$136,154.00

The grants Karen McCain assists the district in managing for the FY25 school year total \$2,694,357. Her outside evaluator costs for those grants equals 4.5%. The administration recommends board approval of the MOA with McCain Services for a total amount not to exceed \$136,154.00 as presented.

Board approval is required for contracts that exceed \$50,000. The Creative Curriculum for Pre-K was developed in partnership with educators nationwide. It was specially designed for the year before kindergarten and builds an infrastructure for whole-child development. The complete curriculum honors the way children learn best—through play. It provides explicit Science of Reading and math instruction and supports teachers with digital tools that save them time. Total Cost of \$129,664.50. *Funds: Department of Early Learning and Development (DEED) Early Learning Grant Fund 285.* The administration recommends board approval of the purchase of the Pre-K Creative Curriculum for an amount of \$129,664.50, as presented

APPROVAL OF PURCHASE PRE-K CREATIVE CURRICULUM

Board approval is required to expend \$50,000.00 and higher. Drake Marine Aggregate and AML bot bid on the project, with Drake winning with \$232,000.00. The backup is attached. They are the only two barge companies that take the building materials to Buckland. The administration recommends board approval of the administration request to pay Drake Construction Inc. To perform the move from Anchorage to Buckland for the new duplex buildings not to exceed \$232,000.00.

APPROVAL OF DRAKE CONSTRUCTION

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BB 9250 Remuneration, Reimbursement, and Other Benefits within the Business and Non-Instructional Operations series. This update includes setting Board per diem annually to reflect current rates reported in [www.qsa.gov](http://www.qsa.gov). The Board Policy Committee reviewed the proposed changes, recommends approval, and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BB 9250 Remuneration, Reimbursement, and Other Benefits as presented and open for public comments.

APPROVAL OF BB 9250 RENUMERATION, REIMBURSEMENT, AND OTHER BENEFITS; FIRST READING

The administration requests School Board approval to enter into a contract with Northern Industrial Training (NIT) in the amount of \$479,070 to provide training in Heavy Equipment Operator (CET) training, Commercial Driver's License (CDL) training, and Heavy Equipment Mechanic Training. This MOA will use Technical Vocational Education Program (TVEP) funds and State Training and Employment Program (STEP) funds pending award from the State. ATC is partnering with Northern Industrial Training of Palmer to provide CDL, Heavy Equipment Operator, and Heavy Equipment Mechanic training services in Kotzebue and the NIT facility in Palmer. This model provides the most economical delivery of this type of certification and training and includes classroom and hands-on training, testing, and certification. Training will be paid for through grant funding and student tuition.

APPROVAL OF MOA WITH NORTHERN INDUSTRIAL TRAINING

Heavy Equipment Operator	Aug 26 – Sep 27, 2024
CDL Training	Sep 30 – Oct 25, 2024
Heavy Equipment Mechanic	TBD
CDL Training	Mar 31 – Apr 25, 2025
Heavy Equipment Operator	Apr 28 – May 30, 2025

The administration recommends the Board approve the Memorandum of Agreement with Northern Industrial Training in the amount not to exceed \$479,070 as presented.

Contracts over \$50,000 require the approval of the Board. Capital projects and their management are part of the capital budget; they are not part of the operating budget. Costs are reimbursed to the district when grants are awarded for capital improvements. Starting in May 2022 Dena Strait, through DD Strait Consulting, LLC, (DDSC) has supported the district's capital projects under the mentorship of long-time Capital Projects Manager Kathy Christy as she phased into retirement. At this time, DDSC is responsible for any new projects or efforts as they arise, and Ms. Christy is closing out projects she has managed. Funding for DDSC FY24 project management efforts was approved through two board actions and funding for the position for that fiscal year is complete. In early 2024 DD Strait Consulting, LLC was selected as the replacement capital projects manager following a competitive request for proposal process. That contract may be renewed up to four additional years and the position must be advertised every five years. Scope of Work for the position includes grant applications to various entities, management of any funded projects, and additional duties as requested. The total contract is not to exceed \$115,000 and will cover all services in FY25. The amount includes both direct costs and reimbursable costs, such as travel and printing of grant applications. As a contractor instead of a district employee, DDSC does not receive District benefits. Budgets for anticipated FY25 expenditures include:

Department of Education and Early Development (DEED) School Construction Grant applications for FY 2026 are due September 1, 2024. Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process. Department of Education and Early Development (DEED) School Construction Grant applications for FY 2026 are due September 1, 2024, and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process. The Six-Year CIP is used to prioritize projects and establish the order of construction for District capital improvement projects. The School Board annually updates the Six-Year CIP. The district submits grant applications for the projects identified for the first year of the plan. The Regional School Board and the Joint Maintenance and Construction Committee approval of the proposed Six-Year CIP is needed in June so that applications for the prioritized projects can be prepared over the summer. The JMCC's recommendations will be presented to the Board at their June meeting for their input and recommended priorities. Attached is a preliminary FY 2026 – FY 2031 CIP that includes a description of the proposed projects. Cost estimates of the FY 26 projects will be refined during the development of the application. The administration recommends concurrence with the FY26 Six-Year Capital Improvement Plan.

APPROVAL OF FY26 CONTRACT FOR CAPITAL PROJECTS MANAGER

APPROVAL OF FY26 6-YEAR CIP LIST

Budgets for anticipated Project Management efforts		Reimbursed by	
		Grant if awarded?	
Selawik & Noorvik Fire Alarm Project Management	\$15,000	yes	
Davis-Ramoth K-12 School Renovation	\$20,000		
Buckland Phase II Project management	\$15,000	yes	
Buckland Boiler Replacement grant applications	\$5,000	yes	
Districtwide DDC Project Management	\$20,000	yes	
Districtwide Fire Alarm grant applications & Design team management	\$15,000	yes	
Deering – Managing design team, DEED FY26 grant application and early FY27 grant work	\$15,000	yes	
General Assistance as requested by the District, attendance at Board meetings, etc.	\$10,000	No, but from capital budget	
<b>TOTAL</b>	<b>\$115,000</b>		

APPROVAL OF SELECTION OF ART FOR KISIMGIUGTUQ SCHOOL

This Memorandum updates the Selection of Art for school projects which requires Regional School Board approval as one artist withdrew their proposal. State Statutes require that a percentage of construction funds for State funded be allocated for artwork for the facility. The total art budget for the Kivalina project is \$263,000. In 2020, at the recommendation of the Community of Kivalina the Board approved the selection of Kevin G. Smith Photography to provide a large photographic display in the commons and an additional mural was contracted for the gym. These works have been completed and a balance of \$128,000 remains. Dollie Hawley is serving as the community coordinate for the selection of art in Kivalina. In coordination with her a request for proposals for artwork was advertised in February. A total of five proposals were submitted by four artists. Photos of the proposals were posted for community review. The artists submitted samples of public artwork they have produced and proposed working with community and students in the final design of the artwork. Several proposed having students involved in the production. A community meeting was to be held following the school dedication May 9. Unfortunately, this had to be cancelled. However, the general consensus of the community is to select all five proposals and have the district's project manager, Kathy Christy, coordinate the management of the art contracts in cooperation with the Kivalina community art coordinator and the school principal. Robin Summers Murphy withdrew her proposal for the elementary wing due to scheduling conflicts. Clayton Conners was asked to create additional panels to his proposal for the elementary wing. This change adds \$3,000 to the original estimate of \$116,000. An additional selection metal works by Jeffery Dean will use the balance funding. This will be used coordination of the art projects and effort to obtain or have students create traditional objects such as a kayak and hunting and gathering tools. Approval of the following updated list artists will allow the production of the artwork to be scheduled and included in the fall school calendar.

Clayton Conner; Proposal 1 Mural for secondary commons area \$20,000 estimate

Clayton Conner; Proposal 2 Mural of Elementary wing \$43,000 estimate.

Nancy Haule-Johnson; – 1' x 2' tiles decorated with local plants and flowers beside the door of each classroom. \$12,000 estimate.

Kevin Smith; Large aerial photo of the village of Kivalina for the north wall of the Commons/Dining. Not to exceed \$39,600.

Jeffery Dean; Not to exceed balance of funding – approximately \$13,000.

The administration recommends the approval of the selection of all five proposals for art for the Kisimigiutug School and authorize the superintendent to enter into art contracts with the selected artists not to exceed the total art budget balance of \$128,000.

The School Board shall establish and maintain a balanced budget. 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. Revision #2 was approved at the December 5, 2023, meeting with expenditures in the amount of \$63,307,834. Presented to you is Budget Revision #3 for the FY24 Operating Fund Budget. Revision #3 is based on a review of revenues and expenditures. In summary Revision, #3 includes: **Revenues: \$67,589,261. Expenditures: \$63,863,212. Transfer in from other funds: \$0. Transfers out to other funds: \$2,150.00.** This budget revision includes an increase to revenue of \$6,061,261 and an increase in expenditures of \$1,465,427. See FY24 Budget Revision #3 details attached. Overall, we are projecting an increase in fund balance of approximately \$1.6 million. \$8.6 million is the estimate for fund balance going into FY25, however, there has been an increase to health insurance plan costs in FY24 which will affect that balance significantly. Final FY24 Fund Balance will be known after the FY24 audit is complete. The administration recommends the Board approve Revision #3 of the FY24 District Operating Fund Budget as presented.

Board approval is required for all contracts and agreements of \$ 50,000 or more. The district put out a request for proposals (RPF) for a Health Insurance Plan Third-Party Administrator (TPA) to solicit bids to consider alternative providers who can offer enhanced services, cost-effectiveness, and innovative solutions that align with the evolving needs of our District. Meritain has administered the District's Medical plan for many years, since 2009, and the current plan year contract is set to expire on 11/30/2024. The district intends to award a three (3) year contract with two (2) separate one (1) year options to renew at the discretion of the district. The term for the initial contract will begin December 1, 2024, and end November 30, 2027. The District's Medical TPA review committee reviewed three proposals and recommends awarding the contract to Primera Blue Cross. Primera's proposal offers a larger list of providers in-network at a lower estimated administrative cost to the district. Primera is an established medical plan third-party administrator with the staffing to manage NWABSD's medical plan, and their proposal also included an implementation plan if NWABSD is to award them the contract. The Administration recommends that the Board approve the contract award for Medical Third-Party Administrator to Primera Blue Cross.

Superintendent's out-of-District travel require Board approval. The Superintendent's request for out-of-district travel request: Superintendent's out-of-district travel. ASA/DEED Summer Meeting (Juneau) July 27-29. Personal Leave, September 9-23. ASA Fall Conference (Palmer) September 21-24. The administration recommends the Board approve the Superintendent's request for out-off-

Each month, various Human Resources actions occur that require Board action or cognizance. On a monthly basis the administration recommends Board approval of new certified/classified hires, position reclassifications, and new or revised job descriptions. In addition, the administration informs the Board of resignations, transfers, and terminations throughout the district. The administration recommends that the Board approve the human resources actions as presented.

APPROVAL OF BUDGET REVISION # 3

APPROVAL OF CONTRACT AWARD FOR MEDICAL THIRD-PARTY ADMINISTRATOR

APPROVAL OF SUPERINTENDENT TRAVEL

APPROVAL OF HUMAN RESOURCES

Board approval is required to expend \$50,000.00 and higher. The NWABSD Property Services department is requesting the purchase and installation of four new burners for the KMHS boilers in the amount of \$88,462.50. Module with freight at an additional estimate of \$5,702.50. Currently, the school is down to one boiler out of four boilers. Trying to find parts for the existing burners has become almost impossible, and anything we do find is on eBay and or not available anywhere. The administration recommends board approval of the administration's request for the purchase and replacement of four boiler burners in the KMHS boiler module not to exceed \$94,165.00 to Proctor Sales INC with freight.

APPROVAL OF PROCTOR SALES INC.

Negotiated agreements require Board approval. Northwest Arctic Principal Association (NAPA) has ratified the Tentative Agreement reached by the District and NAPA bargaining teams on May 14, 2024. A copy of the Tentative Agreement document is attached. The district's legal counsel, Saul R. Friedman, has reviewed the document. The administration recommends the board ratify the Tentative Negotiated Agreement with the Northwest Arctic Principal Association for July 1, 2023– June 30, 2026, as presented.

APPROVAL OF RATIFICATION OF THE NORTHWEST ARCTIC PRINCIPALS' ASSOCIATION TENTATIVE AGREEMENT

**Vice President Carol Schaeffer:** Discussed the recommendation to establish a wellness committee, the observation about the school calendar being consistently updated, and a suggestion to increase student participation at the elder/youth conference. They also brought up a suggestion to not doing a background check when they go to the school to present for the students.

COMMUNICATIONS & ITEMS INTRODUCED BY BOARD MEMBERS

- **President Margaret Hansen:** Who would address it to the president?
- **Vice President Carol Schaeffer:** Native Village of Council Elder's representative, Kotzebue's Elder Chair is Lena Hannah.

**Member Tillie Ticket:** I just want to say thank you to the Member's and Staff for preparing all the material. Thank you for all the hard work on the Davis- Ramoth, were all excited and looking forward. Have a good summer.

**Member Millie Hawley:** I appreciate the work that's done on the school and thank you for putting a picture of my mom and dad on the mural. There are some people that said they sent pictures for the school, there are still some people who want their parent's pictures up on the mural. Is that still possible?

Thank you again for all the work that is being done here. I really appreciate it. Also wanted to bring up that Noatak has a tribal bus; and I hope we will get a tribal bus here in Kivalina, I know it won't happen right away, but someday it will. Millie brings up her concern on how many miles it is from town to school, and that she hopes the kids' attendance will be brought up.

Teachers staying over the summer on their own will, are they paying rent or what's going on with that?

- **Terri Walker:** At the beginning of the year, they sign a contract for either 10 months or 12 months, if they say 10 months, they are fully expected to get everything out of that house and clean up before they leave in May, if they stay 12 months they don't have to pack up even if they leave for the summer.

**Member Alice Adams:** I am really excited to see the strategic planning moving forward, like the Inupiaq science project, all the questions I had were answered during the presentation so thank you. Looking forward to hearing about the food handling process, to build capacity in those areas. I also want to encourage the board to visit the schools.

I wanted to bring up revised MOA's when we approve more additional MOU's or MOA'S. Are those unexpected addition costs in mid-term year or are they just extra costs needing to pay that much more? I am still trying to get the hang of that, and how the processes are.

- **Terri Walker:** There is a set amount that they start with based on the number of grants that she is managing, and if we got two or three grant applications out there right now, we don't know if we've received them, and they helped to write those grants. Every grant has to have an outside evaluator. They wouldn't be on the district payroll they would be on a MOU with their own business to work with the district.

I know election is coming, for us to try to be ahead of those issues. We need to start advertising to start increasing our native vote. Another topic I wanted to mention is letting people know more about student enrollment. Really good meeting, thank you staff. Thank you, Brandon, and best of happiness to you Megan.

**Member Marie Greene:** I just want to say the AASB will be holding their meeting next month July 18<sup>th</sup>, we will be holding our Statewide Board meeting the 19, 20 and the morning of the 21<sup>st</sup>. They are looking forward to it. Looking forward to the gathering we will be having that Friday the 19<sup>th</sup>. This goes out to all the Directors, and Board members who are in town, please join us. We had our last gathering in Chugiak and got to hear about what they are doing in their district and really appreciated what the principal shared. I look forward to sharing what we are doing in our district, because we are doing a lot of things that are benefiting from, it's a team effort.

I also wanted to express my appreciation to Tracy and the team and the updates we get, all your efforts madam superintendent on the focus on the Alaska Reads Act, it was great to see that presentation that was made to us. Really taking the time to come to a consensus on how students having a challenge and how the parent is approached for the sake of that child, that's what I appreciated when that presentation was made. Also, the report from HR, it's great to see all the hard work you and your team have made. It's great to see positions being filled. Hearing about the counselors, I really take to heart what was said during the strategic plan update, thank you for sharing that.

I also wanted to say how fortunate we are to have our superintendent, we give recognitions and awards, I just thought one of my closing comments I want to include is how you make us feel for me personally as a board member that we truly are working together with our director's and of course with Shayne and it's tough when we have team members who are departing, that's hard to take but we know that we hope to continue to see each other and so thank you to everyone.

And finally, to thank the teachers and the principals, and thank you for recognizing Roger Franklin. We really appreciate the efforts that you do on our behalf.

**President Margaret Hansen:** We know how hard they workday in and day out, seven days a week. Kivalina, they try to meet and greet and help their students and parents/families come to the school. I appreciate that so much, and thanks everyone who was involved. I am looking forward to seeing the absenteeism survey results. Are we doing a survey on the school calendar? And thanks to all the staff and guests. Thank you, Desiree Hagen, you are doing a great job on the air, keep it up.

The next regular Board meeting of the NWABSD Board of Education will be held on August 26 and 27, in person.

Tillie Ticket moved to adjourn the meeting, seconded by Alice Melton-Barr.

Motion passed with unanimous consent. The meeting adjourned at 6:45 p.m.

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Tillie Ticket, Secretary

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Shayne Schaeffer, Recording Secretary

DATE/TIME OF NEXT BOARD MEETING

ADJOURNMENT

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-001

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BB 9250  
Renumeration,  
Reimbursement, and  
Other Benefits; Second  
Reading

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

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the second reading of the proposed revisions to BB 9250 Renumeration, Reimbursement, and Other Benefits.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board.

This is the second reading of the proposed revisions to BB 9250 Renumeration, Reimbursement, and Other Benefits within the Board Bylaw series.

This update includes setting Board per diem annually to reflect current rates reported in [www.gsa.gov](http://www.gsa.gov).

The Board Policy Committee reviewed the proposed changes, recommends approval.

### **ALTERNATIVES:**

1. Approve the second reading of the proposed revisions to BB 9250 Renumeration, Reimbursement, and Other Benefits as presented;
2. Do not approve the second reading of the proposed revisions to BP 9250 as presented;
3. Take no final action.

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

The administration recommends the Board approve the second reading of the proposed revisions to BB 9250 Renumeration, Reimbursement, and Other Benefits as presented.

## **BB 9250 REMUNERATION, REIMBURSEMENT, AND OTHER BENEFITS**

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

The School Board recognizes the time and personal effort School Board members give to the district.

### **Compensation**

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

Board members who are required to travel from their normal place of residence for District business shall be entitled to actual transportation, hotel expenses and per diem for meals. Per diem shall be ~~at the rate of sixty dollars for all travel within the boundaries of the School District and eighty dollars for all travel outside the boundaries of the School District.~~ determined annually per the Nationwide Per Diem rates website: [www.gsa.gov](http://www.gsa.gov).

### **Health and Welfare Benefits**

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

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

*Legal Reference:*

#### ALASKA STATUTES

[14.14.140](#) *Restriction on employment*

*Adoption Date: May 23, 1995*

*Revised: July 26, 2011*

*Revised: April 27, 2021*

*Revised:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-002

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3515.6  
Use of School Safety  
Video Surveillance  
Monitoring Systems; First  
Reading

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

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the first reading of the proposed revisions to BP 3515.6 Use of School Safety Video Surveillance Monitoring Systems and open for public comments.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board.

This is the first reading of the proposed revisions to BP 3515.6 Use of School Safety Video Surveillance Monitoring Systems within the Business and Non-Instructional Operations series.

This update adds FERPA language and revises subpoena language to follow applicable laws. Subpoenas are not required in every situation, as previously stated.

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

### **ALTERNATIVES:**

1. Approve the first reading of the proposed revisions to BP 3515.6 Use of School Safety Video Surveillance Monitoring Systems as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 3515.6 as presented;
3. Take no final action.

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

The administration recommends the Board approve the first reading of the proposed revisions to BP 3515.6 Use of School Safety Video Surveillance Monitoring Systems as presented and open for public comments.

## **BP 3515.6 USE OF SCHOOL SAFETY VIDEO SURVEILLANCE MONITORING SYSTEMS**

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

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

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

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

### **Use**

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

### **Camera Placement**

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

### **Security**

Only a designated employee or agent of the school district will install surveillance cameras. Only designated school officials shall have access to the camera equipment and operations system. For the purposes of this policy, school officials are the

Superintendent or his/her expressly authorized designees. Only these school officials shall handle the camera or copies of the video segments. Video copies shall be stored in a secure area. Video copies may never be sold, publicly viewed or distributed in any other fashion except as approved for by this policy and/or relevant to legislation. Law enforcement personnel may review camera recordings, when available, to investigate criminal conduct ~~through a subpoena~~ in accordance with applicable law.

### **Viewing of Video Recordings**

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

### **Use of Video Recordings for Disciplinary Action**

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

### **Retention of Video Recordings**

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

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

### **Review**

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

(cf. 1340 – Access to District Records)

(cf. 3515 – School Safety and Security)

(cf. 3580 – District Records)

(cf. 5125 – Student Records)

*Legal References:*

UNITED STATES CODE

[20 U.S.C. 1232g](#)

UNITED STATES CODE OF FEDERAL REGULATIONS

[34 CFR Part 99](#)

ALASKA STATUTES

[40.21.070](#) *Records Management for Local Records*

[40.25.110-250](#) *Public Records Act*

ALASKA ADMINISTRATIVE CODE

[2 AAC 96.100-370](#) *Public Information*

~~*Revised 10/2021*~~

~~*Revised: June 6, 2023*~~

**AASB POLICY REFERENCE MANUAL  
9/92**

Adopted: June 6, 2023

~~*Revised 10/2021*~~

~~*Revised: June 6, 2023*~~

**Northwest Arctic Borough School District**

## MEMORANDUM

---

**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-003

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3540  
Transportation; First  
Reading

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

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the first reading of the proposed revisions to BP 3540 Transportation and open for public comments.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board.

This is the first reading of the proposed revisions to BP 3540 Transportation within the Business and Non-Instructional Operations series.

NWABSD has BP 3540 labeled as TRAVEL, not Transportation. This update aligns BP3540 with the AASB Transportation policy and moves staff travel verbiage to the appropriate BP 4133.

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

### **ALTERNATIVES:**

1. Approve the first reading of the proposed revisions to BP 3540 Transportation as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 3540 as presented;
3. Take no final action.

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

The administration recommends the Board approve the first reading of the proposed revisions to BP 3540 Transportation as presented and open for public comments.

## **BP 3540 ~~TRAVEL~~TRANSPORTATION**

~~Employees shall be reimbursed for travel expenses incurred while away from their station overnight on approved District business. Travel status shall be approved in advance by the Superintendent or his/her designee.~~

~~Per diem shall be paid as determined by the Superintendent, prior to travel, except as listed;~~

~~per diem shall not be paid to any employee who does not attend workshops, sessions, classes, etc. for which leave is intended;~~

~~any District employee or board member(s) who does not attend session, for which leave is intended, will not be allowed to attend future workshops for the District;~~

~~per diem and travel shall not be paid to employees or board members attending District approved workshops or meetings, who arrive at meetings in a state of intoxication. Employees in this case will be asked to leave immediately.~~

~~Adopted: February 25, 1994~~

The School Board desires to provide transportation for eligible students in accordance with state and federal law.

The goals of the transportation service are:

1. to provide maximum safety for students between home and school and on school-sponsored trips.
2. to promote desirable student behavior and respect for traffic safety.
3. to provide assistance and/or transportation for ~~handicapped~~ qualifying students with disabilities.

(cf. 3312 - Contracts)

(cf. 3541.5 - Alternative Transportation Arrangements)

Note: Secondary students who do not have daily access to school by being transported a reasonable distance must be offered a boarding program pursuant to 4 AAC 09.050.

When necessary, the Board shall make available a boarding program for secondary students whose transportation needs make daily access to school impractical and who are not participating in an alternative educational program.

(cf. 6182 - Secondary Boarding Program)

(cf. 5112.6 – Education For Homeless Children and Children in Foster Care)

Legal Reference:

ALASKA STATUTES

14.09.010 Transportation of pupils

14.09.030 School buses

14.30.347 Transportation of exception children

ALASKA ADMINISTRATIVE CODE

4 AAC 09.050 Secondary Boarding Programs

4 AAC 27.006-990 Transportation

Adopted: February 25, 1994

Revised:

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-004

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 3541.2  
Transportation for Children  
with Disabilities; First  
Reading

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

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the first reading of the proposed revisions to BP 3541.2 Transportation for Children with Disabilities and open for public comments.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board.

This is the first reading of the proposed revisions to BP 3541.2 Transportation for Children with Disabilities within the Business and Non-Instructional Operations series.

This update includes additional inclusive language and updated references.

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

### **ALTERNATIVES:**

1. Approve the first reading of the proposed revisions to BP 3541.2 Transportation for Children with Disabilities as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 3541.2 as presented;
3. Take no final action.

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

The administration recommends the Board approve the first reading of the proposed revisions to BP 3541.2 Transportation for Children with Disabilities as presented and open for public comments.

## **BP 3541.2 TRANSPORTATION FOR SPECIAL EDUCATION STUDENTS CHILDREN WITH DISABILITIES**

Note: Children with disabilities must be transported with other non-disabled children if the district provides transportation to other students in the district. Separate transportation for an exceptional child is authorized only when it is in the best interest of that child due to the nature of the physical or mental disability. AS 14.30.347.

The School Board recognizes its responsibility to provide transportation services which give handicapped students access to appropriate education programs and services. The district shall provide transportation for students with disabilities ~~for exceptional students~~ in accordance with needs specified in their Individualized Education Program (IEP).

In selecting the most appropriate mode of transportation, IEP teams shall consider the student's unique safety and health needs, the availability of equipment, existing transportation schedules, and the extent to which transportation arrangements may help the student develop independent mobility skills.

Whenever possible, children with disabilities shall be transported with students without disabilities.

*(cf. 3540 - Transportation)*

*(cf. 3541.5 - Alternative Transportation Arrangements)*

*(cf. 6172 - Special Education)*

*Legal Reference:*

### ALASKA STATUTES

[14.30.278](#) *Individualized education program*

[14.30.347](#) *Transportation of exceptional children*

### ALASKA ADMINISTRATIVE CODE

[4 AAC 27.020](#) *Establishment of special education routes*

[4 AAC 27.045](#) *General provisions for regular and other conveyance routes, route extensions and in-lieu-of agreements*

[4 AAC 52.730](#) *State aid for transportation*

[4 AAC 27.021](#) *Establishment of special education routes*

*Adopted: February 25, 1994*

*Revised:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-005

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 4112.10  
Employment of Retired  
Teachers; First Reading,  
Waive Second Reading

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

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the first reading of the proposed revisions to BP 4112.10 Employment of Retired Teachers and waive the second reading.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board.

This is the first reading of the proposed revisions to BP 4112.10 Employment of Retired Teachers within the Personnel series.

The NWABSD does not currently have this policy adopted. It was added by AASB in 2020. This BP is required for Districts who hire retired teachers.

The Board Policy Committee reviewed the proposed changes, recommends approval and to waive the second reading.

### **ALTERNATIVES:**

1. Approve the first reading of the proposed revisions to BP 4112.10 Employment of Retired Teachers as presented and waive the second reading;
2. Do not approve the first reading of the proposed revisions to BP 4112.10 as presented;
3. Take no final action.

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

The administration recommends the Board approve the first reading of the proposed revisions to BP 4112.10 Employment of Retired Teachers as presented and waive the second reading.

## **BP 4112.10 EMPLOYMENT OF RETIRED TEACHERS**

Note: Effective November 8, 2018, [AS 14.20.136](#) authorizes schools districts to hire retired teachers in cases of teacher shortages. Retired teachers hired under this statutory provision may elect to continue receiving TRS benefit payments during the period of reemployment. A contract for reemployment of a retired teacher hired under [AS 14.20.136](#) may not be for more than 12 consecutive months. If the teacher retired under the defined benefit retirement system, the teacher must be retired for at least 60 days if 62 years of age or older, or at least six months if under 62 years of age, before reemployment. In addition, if the teacher is reemployed by the same district that employed the teacher upon retirement, the teacher must certify that there was no prearranged agreement with the school district to hire the teacher after retirement.

Prior to the hire of retired teachers under this statute, the school board must adopt a policy that permits the employment of retired teachers who are qualified to teach in those disciplines or specialties in which a shortage of teachers exists. The policy must describe the circumstances that constitute the shortage.

This optional policy may be utilized by districts desiring to hire retired teachers in cases of teacher shortages, as authorized by [AS 14.20.136](#).

It is the policy of the Board that teacher vacancies be filled in a timely manner by qualified personnel. The District administration is authorized to employ retired teachers in accordance with [AS 14.20.136](#) in cases of teacher shortages, and to notify the Administrator of the Teachers' Retirement System that it is hiring retired teachers pursuant to that statutory provision.

The hiring of retired teachers is authorized in those disciplines or specialties in which a shortage of teachers exists despite active recruitment efforts. A shortage is deemed to exist for those open positions that the administration has been unable to fill with qualified candidates, despite recruitment, public advertising for at least 10 business days, interviews, and the offering of positions to qualified candidates, if any.

*(cf. 4111 Recruitment and Selection)*

Legal Reference

ALASKA STATUTES

[14.20.136](#) *Employment of member of teachers' retirement system*

[14.25.043](#) *Reemployment of retired members*

[14.20.165](#) *Restoration of tenure rights*

*Added 8/2020*

*Adopted:*

**Northwest Arctic Borough School District**

**MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-006

**FR:** Office of the Superintendent

**SUBJECT:** Approval to Accept  
Grant Award

**ABSTRACT:**

Board Acceptance of New Grants

**ISSUE:**

At issue is the Board's Approval to accept a newly awarded grant for FY25-27

**BACKGROUND AND/OR PERTINENT INFORMATION:**

This Spring, the district applied for a 3-year grant through the Alaska Native Education Program.

The Ilisautri Project (*Ilisautri*) is a partnership between the Northwest Arctic Borough School District and the Alaska Humanities Forum. *Ilisautri's* goal is to increase Alaska Native student achievement and engagement in school by increasing educator retention, improving school cultural responsiveness, and building school-community relationships.

Included is the project abstract and Grant Award Notification

08/01/2024 – 7/31/2025 \$1,186,243

08/01/2024 – 7/31/2025 \$1,215,087

08/01/2024 – 7/31/2025 \$1,237,238

Total Grant Funding \$3,638,568

**ALTERNATIVES:**

1. Approve the acceptance of the Alaska Native Education Ilisautri Project Grant for the total amount over 3 years of \$3,638,568 as presented;
2. Disapprove the acceptance of the Alaska Native Education Ilisautri Project Grant for the total amount over 3 years of \$3,638,568 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends that the board approve the acceptance of the Alaska Native Education Ilisautri Project Grant for the total amount over 3 years of \$3,638,568 as presented;

## **ABSTRACT**

The Ilisautri Project (*Ilisautri*) is a partnership between the Northwest Arctic Borough School District and the Alaska Humanities Forum. *Ilisautri's* goal is to increase Alaska Native student achievement and engagement in school by increasing educator retention, improving school cultural responsiveness, and building school-community relationships. *Ilisautri* addresses both (a) and (b) of the **absolute priority** (Alaska Native Education Activities) and **allowable activities** (B), (E), (F) and (K) on page 7. **Project objectives and activities:** Through **Objective 1**, the Creating Cultural Competence program will support educators to build community relationships and cultural competency, and stay in their districts for longer. Through **Objective 2**, Educators Rising Alaska will provide education career preparation to high school students across the district, with the goal of increasing their interest in pursuing education careers. Through **Objective 3**, the Alaska Technical Center Education Program will support paraprofessionals to become certified “homegrown” teachers, offering instruction and mentorship through a cohort structure. **Proposed project outcomes:** Annually, a 2% increase in positive responses to “respectful school climate,” “peer climate,” “cultural connectedness,” and “family and community involvement” will be reflected by students on the School Climate & Connectedness Survey (SCCS), from baselines established Fall 2024; Each year, C3 educator turnover will be decreased to 25% compared to baseline district average of 35%; At the end of Y3, EdRising students will report a 50% increase in their likelihood of pursuing an education career based on a pre/post; By end of Y3, there will be an increase of 9 certified educators from the region from current baseline of 8; Produce a report demonstrating the overall *Ilisautri* impact. **Number of participants to be served:** 1,032 Alaska Native students and 57 educators. **Number and location of proposed sites:** 11 communities across the Northwest Arctic region.



**US Department of Education  
Washington, D.C. 20202**

S356A240031

**GRANT AWARD NOTIFICATION**

<b>1</b>	<b>RECIPIENT NAME</b>  Northwest Arctic Borough School District PO Box 51 Kotzebue, AK 99752	<b>2</b>	<b>AWARD INFORMATION</b>  PR/AWARD NUMBER      S356A240031 ACTION NUMBER        1 ACTION TYPE            New AWARD TYPE             Discretionary													
<b>3</b>	<b>PROJECT STAFF</b>  <b>RECIPIENT PROJECT DIRECTOR</b> Joy L Cogburn-Smith      (907) 442-1800 <a href="mailto:jcogburn@nwarctic.org">jcogburn@nwarctic.org</a> <b>EDUCATION PROGRAM CONTACT</b> Krista Taylor <a href="mailto:krista.taylor@ed.gov">krista.taylor@ed.gov</a> <b>EDUCATION PAYMENT HOTLINE</b> G5 PAYEE HELPDESK      888-336-8930 <a href="mailto:obsseed@servicenowservices.com">obsseed@servicenowservices.com</a>	<b>4</b>	<b>PROJECT TITLE</b>  84.356A Ilisautri Project Northwest Arctic Borough School District													
<b>5</b>	<b>KEY PERSONNEL</b>  <table border="0"> <thead> <tr> <th><u>NAME</u></th> <th><u>TITLE</u></th> <th><u>LEVEL OF EFFORT</u></th> </tr> </thead> <tbody> <tr> <td>Joy L Cogburn Smith</td> <td>Project Director</td> <td>5 %</td> </tr> </tbody> </table>			<u>NAME</u>	<u>TITLE</u>	<u>LEVEL OF EFFORT</u>	Joy L Cogburn Smith	Project Director	5 %							
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<b>6</b>	<b>AWARD PERIODS</b>  <table border="0"> <tr> <td>BUDGET PERIOD</td> <td>08/01/2024 - 07/31/2025</td> </tr> <tr> <td>PERFORMANCE PERIOD</td> <td>08/01/2024 - 07/31/2027</td> </tr> </table> <b>FUTURE BUDGET PERIODS</b>  <table border="0"> <thead> <tr> <th><u>BUDGET PERIOD</u></th> <th><u>DATE</u></th> <th><u>AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>2</td> <td>08/01/2025 - 07/31/2026</td> <td>\$1,215,087.00</td> </tr> <tr> <td>3</td> <td>08/01/2026 - 07/31/2027</td> <td>\$1,237,238.98</td> </tr> </tbody> </table>			BUDGET PERIOD	08/01/2024 - 07/31/2025	PERFORMANCE PERIOD	08/01/2024 - 07/31/2027	<u>BUDGET PERIOD</u>	<u>DATE</u>	<u>AMOUNT</u>	2	08/01/2025 - 07/31/2026	\$1,215,087.00	3	08/01/2026 - 07/31/2027	\$1,237,238.98
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<b>7</b>	<b>AUTHORIZED FUNDING</b>  <table border="0"> <tr> <td>THIS ACTION</td> <td>\$1,186,243.00</td> </tr> <tr> <td>BUDGET PERIOD</td> <td>\$1,186,243.00</td> </tr> <tr> <td>PERFORMANCE PERIOD</td> <td>\$1,186,243.00</td> </tr> </table>			THIS ACTION	\$1,186,243.00	BUDGET PERIOD	\$1,186,243.00	PERFORMANCE PERIOD	\$1,186,243.00							
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<b>8</b>	<b>ADMINISTRATIVE INFORMATION</b>  <table border="0"> <tr> <td>UEI</td> <td>DAVSNDBYLVA3</td> </tr> <tr> <td>REGULATIONS</td> <td>CFR PART X EDGAR AS APPLICABLE 2 CFR AS APPLICABLE</td> </tr> <tr> <td>ATTACHMENTS</td> <td>2 , 3 , 6 , 8 , 9 , 11 , 12 , 13 , 14 , GE1 , GE2 , GE3 , GE4 , GE5</td> </tr> </table>			UEI	DAVSNDBYLVA3	REGULATIONS	CFR PART X EDGAR AS APPLICABLE 2 CFR AS APPLICABLE	ATTACHMENTS	2 , 3 , 6 , 8 , 9 , 11 , 12 , 13 , 14 , GE1 , GE2 , GE3 , GE4 , GE5							
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<b>9</b>	<b>LEGISLATIVE AND FISCAL DATA</b>  <table border="0"> <tr> <td>AUTHORITY:</td> <td>PL 103-382 X DEPARTMENT OF EDUCATION APPROPRIATIONS ACT</td> </tr> <tr> <td>PROGRAM TITLE:</td> <td>ALASKA NATIVE EDUCATIONAL PROGRAM</td> </tr> <tr> <td>CFDA/SUBPROGRAM NO:</td> <td>84.356A</td> </tr> </table>			AUTHORITY:	PL 103-382 X DEPARTMENT OF EDUCATION APPROPRIATIONS ACT	PROGRAM TITLE:	ALASKA NATIVE EDUCATIONAL PROGRAM	CFDA/SUBPROGRAM NO:	84.356A							
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US Department of Education
Washington, D.C. 20202

S356A240031

GRANT AWARD NOTIFICATION

Table with 11 columns: FUND CODE, FUNDING YEAR, AWARD YEAR, ORG. CODE, CATEGORY, LIMITATION, ACTIVITY, CFDA, OBJECT CLASS, AMOUNT. Row 1: 1000A, 2024, 2024, ES000000, B, Q22, 000, 356, 4101C, \$1,186,243.00

10

PR/AWARD NUMBER: S356A240031
RECIPIENT NAME: Northwest Arctic Borough School District
GRANTEE NAME: NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT
776 3RD AVE,
KOTZEBUE, AK 99752 - 0051
PROGRAM INDIRECT COST TYPE: Unrestricted
PROJECT INDIRECT COST RATE: 4.4%

TERMS AND CONDITIONS

(1) THE FOLLOWING ITEMS ARE INCORPORATED IN THE GRANT AGREEMENT:

- 1) THE RECIPIENT'S APPLICATION (BLOCK 2);
2) THE APPLICABLE EDUCATION DEPARTMENT REGULATIONS: 2 CFR PART 180; NONPROCUREMENT DEBARMENT AND SUSPENSION AS ADOPTED AT 2 CFR PART 3485; 2 CFR PART 200 AS ADOPTED AT 2 CFR 3474 (BLOCK 8), AND 34 CFR PARTS 75, 77, 79, 81, 82, 84, 86, 97, 98, 99; AND THE PROGRAM REGULATIONS SPECIFIED IN BLOCK 8; AND
3) THE SPECIAL TERMS AND CONDITIONS SHOWN AS ATTACHMENTS IN BLOCK 8 ON THE INITIAL AWARD APPLY UNTIL CHANGED.

THIS AWARD SUPPORTS ONLY THE BUDGET PERIOD SHOWN IN BLOCK 6. IN ACCORDANCE WITH 34 CFR 75.253, THE SECRETARY CONSIDERS, AMONG OTHER THINGS, CONTINUED FUNDING IF:

- 1) CONGRESS HAS APPROPRIATED SUFFICIENT FUNDS UNDER THE PROGRAM;
2) THE DEPARTMENT DETERMINES THAT CONTINUING THE PROJECT WOULD BE IN THE BEST INTEREST OF THE GOVERNMENT;
3) THE GRANTEE HAS MADE SUBSTANTIAL PROGRESS TOWARD MEETING THE GOALS AND OBJECTIVES OF THE PROJECT;
4) THE SECRETARY ESTABLISHED PERFORMANCE MEASUREMENT REQUIREMENTS FOR THE GRANT IN THE APPLICATION NOTICE, THE PERFORMANCE TARGETS IN THE GRANTEE'S APPROVED APPLICATION;
5) THE RECIPIENT HAS SUBMITTED REPORTS OF PROJECT PERFORMANCE AND BUDGET EXPENDITURES THAT MEET THE REPORTING REQUIREMENTS FOUND AT 34 CFR 75.118, 2 CFR 200.328 AND 200.329, AND ANY OTHER REPORTING REQUIREMENTS ESTABLISHED BY THE SECRETARY; AND
6) THE GRANTEE HAS MAINTAINED FINANCIAL AND ADMINISTRATIVE MANAGEMENT SYSTEMS THAT MEET THE REQUIREMENTS IN 2 CFR 200.302, FINANCIAL MANAGEMENT, AND 2 CFR 200.303, INTERNAL CONTROLS.

IN ACCORDANCE WITH 2 CFR 200.308(c)(2) CHANGES TO KEY PERSONNEL IDENTIFIED IN BLOCK 5 MUST RECEIVE PRIOR APPROVAL FROM THE DEPARTMENT.

THE SECRETARY ANTICIPATES FUTURE FUNDING FOR THIS AWARD ACCORDING TO THE SCHEDULE IDENTIFIED IN BLOCK 6. THESE FIGURES ARE ESTIMATES ONLY AND DO NOT BIND THE SECRETARY TO FUNDING THE AWARD FOR THESE PERIODS OR FOR THE SPECIFIC AMOUNTS SHOWN. THE RECIPIENT WILL BE NOTIFIED OF SPECIFIC FUTURE FUNDING ACTIONS THAT THE SECRETARY TAKES FOR THIS AWARD.

(2) The Office of Management and Budget requires all Federal agencies to assign a Federal Award Identifying Number (FAIN) to each of their financial assistance awards. The PR/AWARD NUMBER identified in Block 2 is your FAIN.



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## GRANT AWARD NOTIFICATION

If subawards are permitted under this grant, and you choose to make subawards, you must document the assigned PR/ AWARD NUMBER (FAIN) identified in Block 2 of this Grant Award Notification on each subaward made under this grant. The term subaward means:

1. A legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient. (See 2 CFR 200.331(a))
2. The term does not include your procurement of property and services needed to carry out the project or program (The payments received for goods or services provided as a contractor are not Federal awards, see 2 CFR 200.501(f) of the OMB Uniform Guidance: "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards").
3. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract. (See 2 CFR 200.1)

(3) Build America Buy America Act (BABAA) Grant Condition  
BABAA Domestic Content Procurement Preference Requirements

Requirement: As a condition of this award, a grantee using grant funds for infrastructure projects or activities (e.g., construction and broadband infrastructure) must comply with the following requirements:

- (1) All iron and steel used in the infrastructure project or activity are produced in the United States. Accordingly, all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (2) All manufactured products used in the infrastructure project or activity are produced in the United States. Accordingly, the manufactured product was manufactured in the United States and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.
- (3) All construction materials are manufactured in the United States. Accordingly, all manufacturing processes for the construction material occurred in the United States.

Scope: The Buy America domestic sourcing requirement only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. The requirement does not apply to

- (1) Tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project.
- (2) Equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Categorization of articles, materials, and supplies: An article, material, or supply should only be classified into one of the following categories:

- (1) Iron or steel products.
- (2) Manufactured products.
- (3) Construction materials.
- (4) Section 70917(c) materials.

An article, material, or supply should not be considered to fall into multiple categories. In some cases, an article, material, or supply may not fall under any of the categories listed above. The classification of an article, material, or supply as falling into one of the categories listed above must be made based on its status at the time it is brought to the work site for incorporation into an infrastructure project. In general, the work site is the location of the infrastructure project at which the iron, steel, manufactured products, and construction materials will be incorporated.

Application of the BABAA domestic content procurement preference by category: An article, material, or supply incorporated into an infrastructure project must meet the BABAA domestic content procurement preference for only the single category in which it is classified.



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Definitions: Definitions for iron or steel products, manufactured products, and construction materials are available in 184.3 of 2 CFR Part 184 -- Buy America Preferences for Infrastructure Projects.

BABAA Section 70917(c): BABAA Section 70917(c) establishes limitation with respect to aggregates accordingly:

(1) the term construction materials shall not include cement and cementitious materials, aggregates such as stone, sand, or gravel, or aggregate binding agents or additives.

- (4) Determining the cost of components for manufactured products: In determining whether the cost of components for manufactured products is greater than 55 percent of the total cost of all components, use the following instructions:

(1) For components purchased by the manufacturer, the acquisition cost, including transportation costs to the place of incorporation into the manufactured product (whether or not such costs are paid to a domestic firm), and any applicable duty (whether or not a duty-free entry certificate is issued); or

(2) For components manufactured by the manufacturer, all costs associated with the manufacture of the component, including transportation costs as described in paragraph (a), plus allocable overhead costs, but excluding profit. Cost of components does not include any costs associated with the manufacture of the manufactured product.

Construction material standards: The BABAA domestic content procurement preference applies to the following construction materials incorporated into infrastructure projects. Each construction material is followed by a standard for the material to be considered produced in the United States. Except as specifically provided, only a single standard should be applied to a single construction material.

(1) Non-ferrous metals. All manufacturing processes, from initial smelting or melting through final shaping, coating, and assembly, occurred in the United States.

(2) Plastic and polymer-based products. All manufacturing processes, from initial combination of constituent plastic or polymer-based inputs, or, where applicable, constituent composite materials, until the item is in its final form, occurred in the United States.

(3) Glass. All manufacturing processes, from initial batching and melting of raw materials through annealing, cooling, and cutting, occurred in the United States.

(4) Fiber optic cable (including drop cable). All manufacturing processes, from the initial ribboning (if applicable), through buffering, fiber stranding and jacketing, occurred in the United States. All manufacturing processes also include the standards for glass and optical fiber, but not for non-ferrous metals, plastic and polymer-based products, or any others.

(5) Optical fiber. All manufacturing processes, from the initial preform fabrication stage through the completion of the draw, occurred in the United States.

(6) Lumber. All manufacturing processes, from initial debarking through treatment and planning, occurred in the United States.

(7) Drywall. All manufacturing processes, from initial blending of mined or synthetic gypsum plaster and additives through cutting and drying of sandwiched panels, occurred in the United States.

(8) Engineered wood. All manufacturing processes from the initial combination of constituent materials until the wood product is in its final form, occurred in the United States.

- (5) Waivers: Grantees may request waivers to the BABAA domestic content procurement preference requirements by submitting a Build America, Buy America Act Waiver Request Form. Pass-through entities may not approve waivers of the BABAA domestic sourcing requirements. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Office of Management and Budget's Made in America Office. For information regarding the BABAA domestic content procurement preference waiver requirements and waiver request process, see the Department's Build America Buy America Waivers (ed.gov) website and its waiver submission guidance document available here: Build America, Buy America Act Domestic Content Procurement Preference Requirements Agency Level Waivers and Grantee Waiver Request Procedures.

Records: As required under 2 CFR 200.334, a grantee must maintain financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to their infrastructure project for a period of three years from the date of submission of the final expenditure report, including all records related to the



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domestic sourcing of materials used in the infrastructure project(s) supported by this grant or the applicability of any agency-level waivers of the BABAA domestic content procurement preference requirements the grantee chooses to implement.

**Applicable Regulations and Guidance:** In addition to the regulations and guidance identified in block 8 of the grant award notification, the Build America, Buy America Act (Pub. L. No. 117-58) and 2 CFR Part 184 -- Buy America Preferences for Infrastructure Projects also apply.

**Contact:** If you have questions about this grant condition, please contact your Education Program contact listed in box 3 of this grant award notification. For more information, see the Department of Education's Build America Buy America Waiver website at: Build America Buy America Waivers Website (ed.gov).

- (6) Unless this grant solely funds research, you must comply with new regulations regarding awards to faith-based organizations (FBOs) that provide beneficiary services under this grant or under a contract you award to provide beneficiary services under this grant. These new regulations clarify the rights of FBOs and impose certain duties on FBOs regarding the referral of beneficiaries they serve. See 34 CFR 75.52, 75.712-75.714, appendix A to part 75, and 2 CFR 3474.15. The Department has established a web page that provides guidance on the new regulations, including FAQs and other implementation tools, which is available at <http://www2.ed.gov/policy/fund/reg/fbci-reg.html>. If you have any questions about these regulations, please contact the Education Program Contact identified in Block 3 of this GAN.
- (7) Reimbursement of indirect costs is subject to the availability of funds and statutory and regulatory restrictions. The negotiated indirect cost rate agreement authorizes a non-Federal entity to draw down indirect costs from the grant awards. The following conditions apply to the below entities.

**A. All entities (other than institutions of higher education (IHE))**

The GAN for this grant award shows the indirect cost rate that applies on the date of the initial grant for this project. However, after the initial grant date, when a new indirect cost rate agreement is negotiated, the newly approved indirect cost rate supersedes the indirect cost rate shown on the GAN for the initial grant. This new indirect cost rate should be applied according to the period specified in the indirect cost rate agreement, unless expressly limited under EDGAR or program regulations. Any grant award with an approved budget can amend the budget to account for a change in the indirect cost rate. However, for a discretionary grant award any material changes to the budget which may impact the scope or objectives of the grant must be discussed with the program officer at the Department. See 34 CFR 75.560 (d)(3) (ii) (part 75 of EDGAR).

**B. Institutions of higher education (IHE)**

Under 2 CFR part 200, Appendix III, Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education (IHEs), the Department must apply the negotiated indirect cost rate in effect on the date of the initial grant award to every budget period of the project, including all continuation grants made for this project. See 2 CFR Part 200, Appendix III, paragraph C.7. Therefore, the GAN for each continuation grant will show the original indirect cost rate and it applies to the entire period of performance of this project. If the indirect cost rate agreement that is applicable to this grant does not extend to the end of the grant's project period, the indirect cost rate set at the start of the project period must still be applied to the end of project period regardless of the fact that the rate has otherwise expired.



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**GRANT AWARD NOTIFICATION**

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**AUTHORIZING OFFICIAL**

**DATE**

**MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-007

**FR:** Office of the Superintendent

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

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's Approval to amend the Memorandum of Agreement (MOA) with Karen McCain of McCain Services for a total amount not to exceed \$162,509.04

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Karen McCain of McCain Services serves as Project Evaluator for the District's Federal Grants. In addition to finding grant opportunities and assisting the district in writing grant proposals, her duties include evaluating and overseeing existing federal grant projects, data entry, and completing all required Federal Performance Reports. The amended MOA, which includes travel, is for a total of \$162,509.04

Funding for MOA	
General Grant Writing (general fund) Used when working on new grant applications only	\$15,000.00
Literacy Connection (LIT) Federal Grant FY24/25 (\$766,591) 7/01/2024 to 6/30/2025	\$48,054.82
Native Youth in Action (NYIA) Federal Grant FY24/25 (\$458,584) 7/01/2024 to 6/30/2025	\$25,478.80
Our Youth Our Future (OYOF) Federal Grant FY24/25 (\$972,211) 7/01/2024 to 6/30/2025	\$38,675.42
Alaska Native Education Ilisautri Project (NEW) FY25 (\$1,186,243.00) 08/01/2024 to 7/31/2025	\$35,300.00
Total	\$162,509.04

The grants Karen McCain assists the district in managing for the FY25 school year total \$3,383,629.00. Her outside evaluator costs for those grants equals 4.35%

**ALTERNATIVES:**

1. Approve the amendment to the Memorandum of Agreement (MOA) with Karen McCain of McCain Services for the amount not to exceed \$162,509.04 as presented;
2. Disapprove the amendment to the MOA for McCain Services for the amount not to exceed \$162,509.04 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the MOA with McCain Services for a total amount not to exceed \$162,509.04, as presented.

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**ADDENDUM TO  
MEMORANDUM OF AGREEMENT**

MOA # 225005MOA

Between

Contractor Name: Karen McCain—McCain Services

Address: PO Box 520505

Big Lake, AK 99652-0505

and

**Northwest Arctic Borough School District**

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

	<u>Amount</u>
Account #: <u>100.099.510.000.410</u>	<u>\$15,000.00</u>
Account #: <u>353.099.350.224.410</u>	<u>\$18,254.82</u>
Account #: <u>353.099.350.225.410</u>	<u>\$29,800.00</u>
Account #: <u>354.099.350.224.410</u>	<u>\$10,278.80</u>
Account #: <u>354.099.350.225.410</u>	<u>\$15,200.00</u>
Account #: <u>367.099.320.224.410</u>	<u>\$23,625.42</u>
Account #: <u>367.099.320.225.410</u>	<u>\$15,050.00</u>
<u>365.099.350.225.410</u>	<u>\$35,300.00</u>
<b>NEW MOA Total:</b>	<u>\$162,509.04</u>

Budget Authority Approval: \_\_\_\_\_

**Contractor Additionally Agrees:**

MOA is addended to include contracted services for new Alaska Native Education Grant Ilisautri Project.

**District Additionally Agrees:**

Pay for all billed services in a timely manner, contractor is also provided a school district laptop for district related work and has access to district technology services as required as a contractor.

Date of Board Approval (if applicable):

Agreed to by:

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

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

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

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-008

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contact  
2024-2025 Alaska Humanities Forum

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of the 2024-2025 Memorandum of Agreement (MOA) with the Alaska Humanities Forum for a cost not to exceed \$537,035.50

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Alaska Humanities Forum (AKHF) will facilitate and oversee major components of the New Alaska Native Education Ilisautri Project, including managing the cultural Immersion (Culture Camp/Orientation) for new teachers, 2 gatherings in Kotzebue for C3 educators each year of the grant, and Partnership Meetings. This includes arranging and paying for travel costs associated with these activities. The total cost of these services, including partial salary/benefits for the AKHF C3 Program Director, Manager, and Coordinator, is \$537,035.50 for the 2024-2025 grant year (08/01/2024 to 07/31/2025)

Detailed Budget Included

Fully funding by grant fund 365 ANE C3 Ilisautri Project

**ALTERNATIVES:**

1. Approve the 2024-2025 Memorandum of Agreement (MOA) with Alaska Humanities Forum for the amount not to exceed \$537,035.50 as presented;
2. Disapprove the 2024-2025 Memorandum of Agreement (MOA) with Alaska Humanities Forum for the amount not to exceed \$537,035.50 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the Memorandum of Agreement (MOA) with Alaska Humanities Forum for the amount not to exceed \$537,035.50 as presented;

## AKHF Budget Narrative

### TOTAL

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Personnel	\$180,600.00	\$186,018.00	\$191,598.54
Fringe	\$71,337.00	\$73,477.11	\$75,681.42
Travel	\$66,893.50	\$139,875.55	\$150,492.93
Supplies	\$16,800.00	\$8,740.00	\$8,740.00
Contractual	\$89,725.00	\$91,725.00	\$91,725.00
Other	\$34,880.00	\$35,926.40	\$37,004.19
<b>Total Direct Costs</b>	<b>\$456,235.50</b>	<b>\$531,762.06</b>	<b>\$544,820.97</b>
Operational support fee (\$6,400 per month)	\$76,800.00	\$76,800.00	\$76,800.00
<b>TOTAL:</b>	<b>\$537,035.50</b>	<b>\$612,562.06</b>	<b>\$632,042.09</b>

**Overall Total: \$1,781,639.64**

### 1. PERSONNEL

#### **Personnel Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
President & CEO	\$20,600.00	\$21,218.00	\$21,854.54
C3 Program Director	\$40,000.00	\$41,200.00	\$42,436.00
C3 Program Manager	\$65,000.00	\$66,950.00	\$68,958.50
C3 Program Coordinator	\$55,000.00	\$56,650.00	\$58,349.50
<b>TOTAL</b>	<b>\$180,600.00</b>	<b>\$186,018.00</b>	<b>\$191,598.54</b>

#### **Personnel Detail:**

##### **President & CEO: (Y1-Y3: .1 FTE)**

The President & CEO, Kameron Perez-Verdia, will provide project oversight and leadership for AKHF's components of the project and ensure fidelity of implementation to the organization and to the project partnership. His salary is calculated with a 3% increase each year.

**C3 Program Director: (Y1-Y3: .5 FTE)**

The C3 Program Director, Julie Rowland, will supervise the C3 Program Manager, oversee partner relationship management, assist in planning and facilitating the Orientation, Debrief and Midyear gatherings, and attend partner meetings. Her salary is calculated with a 3% increase each year.

**C3 Program Manager: (Y1-Y3: 1 FTE)**

The C3 Program Manager (to be hired) will supervise the C3 Program Coordinator, be responsible for recruiting and onboarding of C3 participants, co-hosting monthly Ilisautri Project partner meetings, planning and facilitating Orientation, Debrief, and Midyear gatherings with input from partners, providing management of the Seminar course, drafting progress reports, and working directly with evaluators. Their salary is calculated with a 3% increase each year.

**C3 Program Coordinator: (Y1-Y3: 1 FTE)**

The C3 Program Coordinator (to be hired) will be responsible for recruiting and onboarding of C3 participants, handling logistics for teacher travel and gatherings, and supporting Orientation, Debrief, and Midyear gatherings, and the Seminar course. Their salary is calculated with a 3% increase each year.

**2. FRINGE**

**Fringe Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
President & CEO	\$8,137.00	\$8,381.11	\$8,632.54
C3 Program Director	\$15,800.00	\$16,274.00	\$16,762.22
C3 Program Manager	\$25,675.00	\$26,445.25	\$27,238.61
C3 Program Coordinator	\$21,725.00	\$22,376.75	\$23,048.05
<b>TOTAL</b>	<b>\$71,337.00</b>	<b>\$73,477.11</b>	<b>\$75,681.42</b>

Fringe Personnel costs include health and dental insurance, disability insurance, payroll taxes, unemployment insurance, and employer contributions to retirement plans. Like salaries, fringe is calculated at a 3% increase each year.

**3. TRAVEL**

**Travel Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Cultural Immersion (Orientation, Camp, & Debrief) (Staff)	\$10,714	\$11,035	\$11,366
Cultural Immersion (Orientation, Camp, & Debrief) (Participants)	\$43,373	\$44,674	\$46,014
Cultural Immersion (Orientation, Camp, & Debrief) (Near Peer)	\$4,276	\$4,404	\$4,536
Mid-Year Gatherings (Staff)	\$0	\$8,352	\$8,603
Mid-Year Gatherings (Participants)	\$0	\$67,328	\$75,769
Ilisautri Project Team Meetings	\$3,963	\$4,082	\$4,204
Culture Camp Planning Meetings	\$4,568	\$0	\$0
<b>TOTAL</b>	<b>\$66,894</b>	<b>\$139,876</b>	<b>\$150,493</b>

**Travel Detail:**

**Y1: Cultural Immersion (Orientation, Camp, and Debrief) travel for 15 educators, 2 AKHF staff, and 2 Near Peers. No Midyear Gatherings. Ilisautri Project Team meeting travel for 3 AKHF staff. Culture Camp planning meeting for 2 AKHF staff.**

	<b>Unit Cost</b>	<b>Number of Units</b>	<b>Total</b>
<b>Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):</b>			
Educator airfare home to Kotzebue (RT)	\$1,400	15	\$21,000

Educator lodging + per diem in Kotzebue (Orientation, 2 nights/3 days)	\$553	15	\$8,295
Educator airfare Kotzebue to camp (RT)	\$481.50	15	\$7,223
Educator lodging + per diem in Kotzebue (Debrief, 1 night/2 days)	\$337	15	\$5,055
AKHF staff airfare ANC to Kotzebue (RT)	\$400	4	\$1,600
AKHF staff airfare Kotzebue to camp (RT)	\$481.50	4	\$1,926
AKHF staff lodging + per diem in Kotzebue (Orientation, 3 nights/4 days)	\$1,054	4	\$4,216
AKHF staff lodging + per diem in Kotzebue (Debrief, 2 nights/3 days)	\$743	4	\$2,972
Near peer travel from home community to Kotzebue (RT)	\$481.50	2	\$963
Near peer travel from Kotzebue to camp (RT)	\$481.50	2	\$963
Near peer lodging in Kotzebue (Orientation, 2 nights/3 days)	\$743	2	\$1,486

Near peer lodging in Kotzebue (Debrief, 1 night/2 days)	\$432	2	\$864
Lodging buffer in case of accommodations needs	\$300	6	\$1,800
<b>Partner meeting in Kotzebue (once/year)</b>			
AKHF staff airfare ANC to Kotzebue (RT)	\$400	3	\$1,200
AKHF staff lodging + per diem in Kotzebue (3 days/2 nights)	\$921	3	\$2,763
<b>Camp planning meetings in Kiana and Selawik (once/year)</b>			
AKHF staff airfare ANC to Kotzebue (RT)	\$400	2	\$800
AKHF staff airfare Kotzebue to Selawik (RT)	\$481.50	2	\$963
AKHF staff airfare Kotzebue to Kiana (RT)	\$481.50	2	\$963
AKHF staff lodging + per diem in Kotzebue (2 nights/3 days)	\$921	2	\$1,842
<b>TOTAL</b>			<b>\$66,893.50</b>

**Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):**

In Y1 (summer 2025), 15 educators (Cohort 1) will fly from their homes in the Continental USA to Kotzebue, Alaska, where they will stay for two nights/three days (budgeted at \$1400 per RT

ticket from Continental USA to Anchorage, and \$400 per RT ticket from Anchorage to Kotzebue; and \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food). The educators will then fly to culture camp in the Northwest Arctic Region, budgeted at \$481.50 per RT ticket from Kotzebue to camp. Educators will travel to one of two culture camps (Kiana/Selawik), depending on the “micro-region” where they will be teaching. After camp, educators will return to Kotzebue for one night/two days for Debrief (budgeted at \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food) before returning to their original points of departure. We include a \$1800 lodging buffer in case educators are not able to share rooms due to accessibility reasons. There will be two cycles of Orientation and Debrief, corresponding to the two camps, which will occur at different times during Summer 2025. Two AKHF staff will attend each Orientation and Debrief, as well as each culture camp to help ensure that the subsequent C3 programming connects to the educators’ camp experiences. AKHF staff will fly from Anchorage to Kotzebue (budgeted at \$400 per RT ticket), and stay in Kotzebue alongside program participants (budgeted at \$190 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. One Near Peer will also attend each Orientation, Camp, and Debrief alongside C3 participants. Near Peers are expected to travel to Kotzebue from within the region to participate in programming (budgeted at \$481.50 per RT ticket between their home community and Kotzebue). Near peers will also stay in Kotzebue alongside program participants (budgeted at \$120 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food).

**Midyear Gatherings:** There are no Midyear Gatherings planned during Y1.

**Partner meeting in Kotzebue (once/year)** In Y1, 3 AKHF staff working on the Ilisautri Project will fly from Anchorage to Kotzebue for 3 days of partner meetings (budgeted at \$400 per RT ticket, in addition to \$279 per night at the Nullagvik Hotel and \$121 per day for per diem). The Nullagvik Hotel is the only hotel in Kotzebue. These meetings will help build in-person connections between AKHF and NWABSD staff, and provide time to engage in more in-depth planning and conversations.

**Camp planning meetings in Kiana and Selawik (once/year):** In Y1, 2 AKHF staff working on the Ilisautri Project will fly to the Northwest Arctic for 5 days of culture camp planning meetings with each camp. Staff will fly from Anchorage to Kotzebue (\$400 per RT ticket), and travel from Kotzebue to Kiana for one day of meetings and Kotzebue to Selawik for one day of meetings (each RT flight budgeted at \$481.50). There are no direct flights between Kiana and Selawik, necessitating a return to Kotzebue. Staff will spend 2 nights and 3 days in Kotzebue in between travel (budgeted at \$279 per night at the Nullagvik Hotel and \$121 per day for per diem). These

meetings will allow staff to familiarize with camp staff and resources prior to arriving with C3 participants.

**Y2: Cultural Immersion Camp travel for 15 educators, 2 AKHF staff, and 2 Near Peers. Two Midyear Gatherings (includes Cohorts 1 and 2). Ilisautri Project Team meeting travel for 3 AKHF staff.**

*\*Note that all travel costs in Y2 are budgeted with 3% inflation over Y1 assumed.*

	Unit Cost	Number of Units	Total
<b>Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year)</b>			
Educator airfare home to Kotzebue (RT)	\$1,442	15	\$21,630
Educator lodging + per diem in Kotzebue (Orientation, 2 nights/3 days)	\$570	15	\$8,544
Educator airfare Kotzebue to camp (RT)	\$496	15	\$7,439
Educator lodging + per diem in Kotzebue (Debrief, 1 night/2 days)	\$347	15	\$5,207
AKHF staff airfare ANC to Kotzebue (RT)	\$412	4	\$1,648
AKHF staff airfare Kotzebue to camp (RT)	\$496	4	\$1,984

AKHF staff lodging + per diem in Kotzebue (Orientation, 3 nights/4 days)	\$1,086	4	\$4,342
AKHF staff lodging + per diem in Kotzebue (Debrief, 2 nights/3 days)	\$765	4	\$3,061
Near peer travel from home community to Kotzebue (RT)	\$496	2	\$992
Near peer travel from Kotzebue to camp (RT)	\$496	2	\$992
Near peer lodging in Kotzebue (Orientation, 2 nights/3 days)	\$765	2	\$1,531
Near peer lodging in Kotzebue (Debrief, 1 night/2 days)	\$445	2	\$890
Lodging buffer in case of accommodations needs	\$309	6	\$1,854
<b>Midyear Gatherings in Kotzebue (twice/year).</b>			
Educator airfare community to Kotzebue (RT)	\$455	54	\$24,557

Educator lodging + per diem in Kotzebue (3 nights/4 days)	\$792	54	\$42,772
AKHF staff airfare ANC to Kotzebue (RT)	\$412	4	\$1,648
AKHF staff lodging + per diem in Kotzebue (5 nights/6 days)	\$1,676	4	\$6,704
<b>Partner meeting in Kotzebue (once/year)</b>			
AKHF staff airfare ANC to Kotzebue (RT)	\$412	3	\$1,236
AKHF staff lodging + per diem in Kotzebue (2 nights/ 3 days)	\$949	3	\$2,846
<b>TOTAL</b>			<b>\$139,875.55</b>

**Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):**

In Y2 (summer 2026), 15 educators (Cohort 2) will fly from their homes in the Continental USA to Kotzebue, Alaska, where they will stay for two nights/three days (\$1400 per RT ticket from Continental USA to Anchorage, and \$400 per RT ticket from Anchorage to Kotzebue; and \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food). The educators will then fly to culture camp in the Northwest Arctic Region, budgeted at \$481.50 per RT ticket from Kotzebue to camp. Educators will travel to one of two culture camps (Kiana/Selawik), depending on the “micro-region” where they will be teaching. After camp, educators will return to Kotzebue for one night/two days for Debrief (budgeted at \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food) before returning to their original points of departure. We include a \$1800 lodging buffer in case educators are not able to share rooms due to accessibility reasons. There will be two cycles of Orientation and Debrief, corresponding to the two camps, which will occur at different times during Summer 2026. Two AKHF staff will attend each Orientation and Debrief,

as well as each culture camp to help ensure that the subsequent C3 programming connects to the educators' camp experiences. AKHF staff will fly from Anchorage to Kotzebue (\$400 per RT ticket), and stay in Kotzebue alongside program participants (\$190 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. One Near Peer will also attend each Orientation, Camp, and Debrief alongside C3 participants. Near Peers are expected to travel to Kotzebue from within the region to participate in programming (budgeted at \$481.50 per RT ticket between their home community and Kotzebue). Near peers will also stay in Kotzebue alongside program participants (budgeted at \$120 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food). *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y1 assumed.*

**Midyear Gatherings (twice/year):** During Y2, there will be two 3 night/4 day Midyear Gatherings for C3 educators: one in Kotzebue in October, and one in Kotzebue in March. Because Midyear Gatherings include all C3 cohorts, we assume 27 educators will attend in October and 27 educators will attend in February. Educator round-trip airfare to both communities is budgeted at \$481.50 per person. Lodging is budgeted at \$190 per night and per diem per educator is budgeted at \$121 per night. Two AKHF staff will attend each Midyear Gathering. Staff will fly from Anchorage to Kotzebue (budgeted at \$400 RT) and stay alongside participants (budgeted at \$190 per night for lodging and \$121 per day for per diem). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y1 assumed.*

**Partner meetings in Kotzebue (once/year):** In Y2, 3 AKHF staff working on the Ilisautri Project will fly from Anchorage to Kotzebue for 3 days of partner meetings (budgeted at \$400 per RT ticket, in addition to \$279 per night at the Nullagvik Hotel and \$121 per day for per diem). The Nullagvik Hotel is the only hotel in Kotzebue. These meetings will help build in-person connections between AKHF and NWABSD staff, and provide time to engage in more in-depth planning and conversations. *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y1 assumed.*

**Y3: Cultural Immersion Camp travel for 15 educators, 2 AKHF staff, and 2 Near Peers. Two Midyear Gatherings (includes Cohorts 1, 2 and 3). Ilisautri Project Team meeting travel for 3 AKHF staff.**

*\*Note that all travel costs in Y3 are budgeted with 3% inflation over Y2 assumed.*

	Unit Cost	Number of Units	Total
<b>Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):</b>			
Educator airfare home to Kotzebue (RT)	\$1,485	15	\$22,279
Educator lodging + per diem in Kotzebue (Orientation, 2 nights/3 days)	\$587	15	\$8,800
Educator airfare Kotzebue to camp (RT)	\$511	15	\$7,662
Educator lodging + per diem in Kotzebue (Debrief, 1 night/2 days)	\$358	15	\$5,363
AKHF staff airfare ANC to Kotzebue (RT)	\$424	4	\$1,697
AKHF staff airfare Kotzebue to camp (RT)	\$511	4	\$2,043
AKHF staff lodging + per diem in Kotzebue (Orientation, 3 nights/4 days)	\$1,118	4	\$4,473

AKHF staff lodging + per diem in Kotzebue (Debrief, 2 nights/3 days)	\$788	4	\$3,153
Near peer travel from home community to Kotzebue (RT)	\$511	2	\$1,022
Near peer travel from Kotzebue to camp (RT)	\$511	2	\$1,022
Near peer lodging in Kotzebue (Orientation, 2 nights/3 days)	\$788	2	\$1,576
Near peer lodging in Kotzebue (Debrief, 1 night/2 days)	\$458	2	\$917
Lodging buffer in case of accommodations needs	\$318	6	\$1,910
<b>Midyear Gatherings in Kotzebue (twice/year).</b>			
Educator airfare community to Kotzebue (RT)	\$468	59	\$27,635
Educator lodging + per diem in Kotzebue (3 nights/4 days)	\$816	59	\$48,134

AKHF staff airfare ANC to Kotzebue (RT)	\$424	4	\$1,697
AKHF staff lodging + per diem in Kotzebue (5 nights/6 days)	\$1,726	4	\$6,905
<b>Partner meeting in Kotzebue (once/year)</b>			
AKHF staff airfare ANC to Kotzebue (RT)	\$424	3	\$1,273
AKHF staff lodging + per diem in Kotzebue (2 nights/ 3 days)	\$977	3	\$2,931
		<b>TOTAL</b>	<b>\$150,492.93</b>

**Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):**  
In Y3 (summer 2027), 15 educators (Cohort 3) will fly from their homes in the Continental USA to Kotzebue, Alaska, where they will stay for two nights/three days (budgeted at \$1400 per RT ticket from Continental USA to Anchorage, and \$400 per RT ticket from Anchorage to Kotzebue; and \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food). The educators will then fly to culture camp in the Northwest Arctic Region, budgeted at \$481.50 per RT ticket from Kotzebue to camp. Educators will travel to one of two culture camps (Kiana/Selawik), depending on the “micro-region” where they will be teaching. After camp, educators will return to Kotzebue for one night/two days for Debrief (budgeted at \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food) before returning to their original points of departure. We include a \$1800 lodging buffer in case educators are not able to share rooms due to accessibility reasons. There will be two cycles of Orientation and Debrief, corresponding to the two camps, which will occur at different times during Summer 2027. Two AKHF staff will attend each Orientation and Debrief, as well as each culture camp to help ensure that the subsequent C3 programming connects to the educators’ camp experiences. AKHF staff will fly from Anchorage to Kotzebue (budgeted at \$400 per RT ticket), and stay in Kotzebue alongside program participants (budgeted at \$190 per night for a single room at the Alaska Technical Center and \$121 per day for per diem

and food). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. One Near Peer will also attend each Orientation, Camp, and Debrief alongside C3 participants. Near Peers are expected to travel to Kotzebue from within the region to participate in programming (budgeted at \$481.50 per RT ticket between their home community and Kotzebue). Near peers will also stay in Kotzebue alongside program participants (budgeted at \$120 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food). *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y2 assumed.*

**Midyear Gatherings in Kotzebue (twice/year):** During Y3, there will be two 3 night/4 day Midyear Gatherings for C3 educators: one in Kotzebue in October, and one in Kotzebue in March. Because Midyear Gatherings include all C3 cohorts, we assume 22 educators will attend in October and 37 educators will attend in February. Educator round-trip airfare to both communities is budgeted at \$481.50 per person. Lodging is budgeted at \$190 per night and per diem per educator is budgeted at \$121 per night. Two AKHF staff will attend each Midyear Gathering. Staff will fly from Anchorage to Kotzebue (budgeted at \$400 RT) and stay alongside participants (budgeted at \$190 per night for lodging and \$121 per day for per diem). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y2 assumed.*

**Partner meeting in Kotzebue (once/year):** In Y3, 3 AKHF staff working on the Ilisautri Project will fly from Anchorage to Kotzebue for 3 days of partner meetings (budgeted at \$400 per RT ticket, in addition to \$279 per night at the Nullagvik Hotel and \$121 per day for per diem). The Nullagvik Hotel is the only hotel in Kotzebue. These meetings will help build in-person connections between AKHF and NWABSD staff, and provide time to engage in more in-depth planning and conversations. *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y2 assumed.*

**4. SUPPLIES**

**Supplies Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Office supplies	\$800.00	\$800.00	\$800.00
Technology supplies	\$4,000.00	\$500.00	\$500.00
Midyear Gathering supplies	\$500.00	\$500.00	\$500.00

Workshop Supplies	\$2,000.00	\$2,000.00	\$2,000.00
C3 Seminar supplies	\$2,000.00	\$2,000.00	\$2,000.00
Camp supplies	\$7,500.00	\$2,940.00	\$2,940.00
<b>TOTAL</b>	<b>\$16,800.00</b>	<b>\$8,740.00</b>	<b>\$8,740.00</b>

**Program Supplies Details:**

**Office supplies:** General office supplies include pens, paper, markers, flip charts, and other consumables necessary for *Ilisautri* staff to complete the day-to-day duties of their jobs.

**Technology supplies:** Computer supplies include laptops and IT supplies such as software licenses, discs, and flash drives for two *Ilisautri* staff workstations (budgeted at \$2,000 per staff). These supplies are necessary for *Ilisautri* staff to complete the day-to-day duties of their jobs.

**Midyear Gathering supplies:** Midyear Gathering supplies include materials required for participation in activities and conversations, including books and craft supplies.

**Workshop supplies:** Workshop supplies include materials required for full-day workshops conducted during the Multicultural Studies Seminar. Workshops are intensives that support educators to consider their roles and responsibilities as new community members. Supplies will include materials required to participate in the experience, including workbooks.

**C3 Seminar supplies:** C3 Seminar supplies include materials required for participation in the Multicultural Studies Seminar offered by the University of Alaska Anchorage, including textbooks, books, and materials for activities and conversations such as projects with Elders.

**Camp supplies:** Camp supplies include materials participants will need to attend and participate in the culture camp experience. These include tents (8 x \$200) and air mattresses (16 x \$250). Participants will be given water bottles for camp (\$30 x 48) and the program will provide camp consumables including rope, tape, bug repellent, etc. (\$500 per year). Note: Camp supply amounts in Y2 and Y3 are smaller for tents and mattresses, intended only to replace broken or unusable gear purchased in Y1.

**5. CONTRACTUAL**

**Contractual Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Community advisory group	\$4,000.00	\$4,000.00	\$4,000.00

Kotzebue coordinator	\$3,600.00	\$3,600.00	\$3,600.00
Culture Bearer honoraria	\$1,000.00	\$3,000.00	\$3,000.00
Camp contracts	\$60,000.00	\$60,000.00	\$60,000.00
C3 course fees	\$1,125.00	\$1,125.00	\$1,125.00
C3 course instructors	\$18,000.00	\$18,000.00	\$18,000.00
Near Peers	\$2,000.00	\$2,000.00	\$2,000.00
<b>TOTAL</b>	<b>\$89,725.00</b>	<b>\$91,725.00</b>	<b>\$91,725.00</b>

### **Contractual Details:**

**Community advisory group:** NWABSD and AKHF will assemble an 8-member community advisory group to provide continued direction on the project, to include students, educators, Elders, and other community members with a connection to education. To allow participation from across the Northwest Arctic, the advisory group will convene virtually twice per year. Members will receive \$500 per year for their participation in support of the project.

**Kotzebue coordinator:** The Kotzebue coordinator will be a Contractor located in Kotzebue who will support on-the-ground logistics and planning for Orientation, Culture Camp, Debrief, and Midyear Gatherings. They are budgeted at a rate of \$40/hour. Annually, the Kotzebue coordinator will spend 50 hours coordinating orientation, culture camp, and debrief logistics, and 40 hours coordinating Midyear Gathering logistics. Through over a decade of experience with C3 programming, AKHF has found that an on-the-ground contractor is essential to properly coordinating logistics and building vendor relationships for programming that takes place in Kotzebue.

**Culture Bearer honoraria:** \$500 per honoraria per year is budgeted for Culture Bearers and guests who join the C3 pre-camp Orientation, post-camp Debrief, and Midyear Gatherings. In Y1, 2 Culture Bearers will participate in programming. In Y2 and Y3, 4 Culture Bearers will participate in programming. Culture Bearers provide vital perspective and information that enhances the C3 experience for participants.

**Camp contracts:** Culture camp is a core component of the C3 summer experience, offering educators the opportunity to experience traditional subsistence activities, and observe how Elders teach and students learn. \$60,000 will cover contracts with both the Kiana Elders Camp and the Selawik Science & Culture Camp to implement a culture camp annually that C3 participants can attend. Contracts include recruiting students to participate in camp.

**C3 Course Fees and C3 Course Instructors:** Each year, 15 C3 educators take the Multicultural Studies Seminar, offered by the University of Alaska Anchorage (UAA) School of Education. This course is a core component of the C3 experience, offering educators the opportunity to learn about the Northwest Arctic region, deepen their cultural competency, and build community connections. A \$75 per course per participant enrollment fee is budgeted for the Seminar. This is a special rate offered to AKHF by the University of Alaska Anchorage (UAA). Additionally, \$9,000 per instructor per year is budgeted for two co-instructors, who will be contracted to teach the Multicultural Studies Seminar through UAA.

**Near Peers:** Each year, two Near Peers will be offered a \$1000 stipend for their time supporting and mentoring C3 participants during Orientation, Camp, and Debrief. As alums of the program, Near Peers provide essential additional context and mentorship for participants.

## **6. OTHER**

### **Other Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Printing	\$500.00	\$515.00	\$530.45
Postage and shipping	\$4,000.00	\$4,120.00	\$4,243.60
Insurance	\$5,000.00	\$5,150.00	\$5,304.50
Facilities	\$24,000.00	\$24,720.00	\$25,461.60
Subscriptions	\$1,380.00	\$1,421.40	\$1,464.04
<b>TOTAL</b>	<b>\$34,880.00</b>	<b>\$35,926.40</b>	<b>\$37,004.19</b>

### **Other Details:**

**Printing:** \$500 is budgeted for printing of recruitment and promotional materials necessary to enroll participants in C3. Costs are budgeted with 3% inflation assumed each year.

**Postage and Shipping:** \$4,000 is budgeted for shipping of essential supplies to culture camps and Kotzebue (for Midyear Gatherings). Shipping to the Northwest Arctic in advance is typically cheaper than flying with materials. Costs are budgeted with 3% inflation assumed each year.

**Insurance:** \$5,000 per year is budgeted to provide insurance for C3 participants during culture camp programming and is expected to be provided through Great American Insurance. Costs are budgeted with 3% inflation assumed each year.

**Facilities:** \$24,000 is budgeted for office space for staff members to conduct the program activities and to provide adequate storage for program equipment and supplies. These costs are calculated at total square footage used for grant program work divided by the total FTEs to get a square footage. Costs are budgeted with 3% inflation assumed each year.

**Subscriptions:** \$1,300 per year is budgeted for the online booking appointment software for teacher participants and AKHF staff to conduct interviews prior to the program. Costs are budgeted with 3% inflation assumed each year.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-009

**FR:** Office of the Superintendent

**SUBJECT:** Approval of payment to  
the University of Alaska Anchorage  
for 2024-2025 ANSEP

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the Board's approval for the payment of services to the University of Alaska Anchorage for the ANSEP Middle School Academy (\$160,000), Acceleration Academy (\$60,000), and STEM Ready (\$30,000) in the amount not to exceed \$250,000 for the 2024-2025 school year.

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

Each school year, middle school students across the district participate in the Middle School Academy through the University of Alaska Anchorage's Alaska Native Science and Engineering Program (ANSEP). The cost includes salaries, benefits, services, airfare, and supplies, totaling \$160,000 for 54 students.

Acceleration Academy for up to 20 students; Acceleration Academy (Full-Time) is a full school day opportunity during the academic year. Students in grades 9 through 12 take free University courses and earn three years of college credits towards any degree by high school graduation. The cost includes tuition and fees for up to 20 students for \$60,000.

ANSEP STEM Ready Academy our fifth-grade students with engagement in hands-on Science, Technology, Engineering, and Mathematics (STEM) career exploration projects. These sessions are school district-specific. The cost includes salaries, benefits, services, and supplies for up to 30 students for \$30,000.

*Funding: Native Youth in Action (NYIA) Fund 354*

### **ALTERNATIVES:**

1. Approval of payment to the University of Alaska Anchorage for ANSEP Services not to exceed \$250,000, as presented.
2. Disapproval of payment to the University of Alaska Anchorage for ANSEP Services not to exceed \$250,000, as presented.
3. Take no final action.

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

The administration recommends board approval of payment to University of Alaska Anchorage for Middle School Academy costs for a total of \$250,000

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Committee Members

**DATE:** August 27, 2024

**NUMBER:** 25-010

**FROM:** Office of the Superintendent

**SUBJECT:** Approval of Final FY-26  
Six-Year Capital  
Improvement Plan

### **ABSTRACT**

Department of Education and Early Development (DEED) School Construction Grant applications for FY 2026 are due September 2, 2024. Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process.

### **ISSUE**

At issue is Board approval of the final projects for the Six-Year Capital Improvement Plan for FY 2026.

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

Department of Education and Early Development (DEED) School Construction Grant applications for FY 2026 are due by September 1, 2024, and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process. The Six-Year CIP is used to prioritize projects and establish the order of construction for District capital improvement projects. The School Board annually updates the Six-Year CIP. The District submits grant applications for the projects identified for the first year of the plan.

The Regional School Board and the Joint Maintenance and Construction Committee approved the preliminary Six-Year CIP in June so that applications for the prioritized projects could be prepared over the summer. The JMCC's recommendations were presented to the Board and approved at their June meeting. Since the June meetings, two projects received funding, Davis-Ramoth K-12 School Renovation and HVAC Controls Upgrades, 8 sites. Therefore, these were removed from the 6-year CIP list and the priority numbering was modified accordingly. Board approval of the final list is now required for it to be submitted to the Department of Education and Early Development by 9-1-24.

Attached is a proposed Final FY 2026 – FY 2031 CIP that includes a description of the proposed projects, and their anticipated costs. This document was presented to the JMCC at their August 26, 2024 meeting for their concurrence.

### **ALTERNATIVES:**

1. Board approval of the Final FY 2026 Six-Year Capital Improvement Plan, as presented.
2. Revise the Final FY 2026 Six-Year Capital Improvement Plan.
3. Take no action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends approval of the Final FY26 Six-Year Capital Improvement Plan.

**ATTACHMENTS**

Attachment A: Proposed FY 2026 Six-Year CIP

**FY 26 SIX YEAR CIP AS RECOMMENDED BY  
JOINT MAINTENANCE AND CONSTRUCTION COMMITTEE**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1	D	Districtwide Fire System Repair and Replacement – JNES, KMHS, Noorvik, Buckland, Ambler and Shungnak require replacement. Parts are no longer available for repairs and the code has changed to require new systems with voice annunciation.	X	\$5,700,000
2	B	Deering K-12 Replacement School – new school on new site to replace overcrowded and worn-out facility. The existing site is not large enough to accommodate an addition without removal of the playground and relocating teacher housing off-site. In addition, many building components are beyond their use expectancy.	X	\$57,000,000
3	C	Buckland Boiler Replacement– Replacement of Boilers and flues is the final phase of the Buckland HVAC Upgrade. District is utilizing Borough and Denali Commission funds to upgrade the outdated Buckland HVAC system and DDC controls in Phases I & II.	X	\$575,000

**FY 2026 TOTAL  
\$63,275,000**

	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in FY 26 – It is anticipated resources will not be available to fund all requirements. They will take priority for FY 27.	X	Balance of FY 26 requests
4	C	Buckland K-12 School Exterior Envelope Renewal- replacement of roofing, doors and windows at the end of their useful life.	X	\$3,000,000

	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
5	C	June Nelson Elementary School Roof Replacement- Replacement of failing roof, 20 years past its useful life. The school is experiencing frequent roof leaks that damage interior finishes and contribute to potential mold and structure damage and interfere with instruction.	X	3,500,000

**FY 2027 TOTAL  
\$6,500,000 +**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 28.	X	Balance of FY 27 requests
6	C	Noorvik K-12 School Roof Replacement - Replacement of roof which reached the end of its useful life in 2022.	☒	\$3,500,000

**FY 2028 TOTAL  
\$3,500,000 +**

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

**FY 2029 TOTAL  
\$7,500,000 +**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 30.	X	Balance of FY 29 requests
8	C	Noorvik School Renewal – Renewal of Aqqulak Noorvik School to replace building components at the end of useful life.	☒	\$8,000,000

**FY 2030 TOTAL  
\$8,000,000 +**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 31.	X	Balance of FY 30 requests
9	C	Kiana K-12 School Renewal – Renewal of Kiana K-12 School to replace building components at the end of useful life.	<input checked="" type="checkbox"/>	\$5,500,000

**FY 2031 TOTAL  
\$5,500,000+**

Adopted **August 27, 2024**, at a duly convened meeting of the Northwest Arctic Borough School District at which a quorum was present and voting. I hereby certify that the information presented is true and correct to the best of my knowledge.

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-011

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Budget and  
Design Contract Award  
Davis-Ramoth K-12 School  
Renovation

**ABSTRACT:**

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

**ISSUE:**

At issue is board allocation of funding and award of a design contract to continue planning and design of the Davis-Ramoth K-12 School Renovation to Burkhart Croft Architects.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Davis-Ramoth K-12 School Renovation was approved within the state FY25 budget at the end of June. The pending grant award is for a total of \$9,424,172 with \$7,539,339 from the state and \$1,884,834 of local match. While the grant is not yet signed, the district can move forward with planning and design and still be reimbursed for work completed. It is anticipated that the grant agreement will be finalized no later than September.

In 2020 the District advertised for competitive proposals for a term contract to provide districtwide design services. Burkhart Croft Architects (BCA) was the highest ranked proposer. Term contracts are renewable for a total of five years. Since that time and through a previous term contract, they have provided various design documents to support grant applications to the Department of Education and Early Development (DEED) for the Davis-Ramoth School Renewal. It is recommended that BCA continue providing design services for this project.

In anticipation of the project bidding in the spring of 2025, the Administration recommends allocating \$650,000 to the design budget now to continue design efforts in preparation for the construction phase. This expense is reimbursable through the grant.

It is recommended that the Superintendent be delegated authority to contract with Burkhart Croft Architects for further development of the Davis-Ramoth K-12 School Renovation project within the project budget. BCA has performed well, has a good understanding of the project, and has successfully designed other rural schools for the State.

**ALTERNATIVES:**

1. Approve the design budget of \$650,000 for the Davis-Ramoth K-12 School Renovation Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, as presented.

2. Disapprove the design budget of \$650,000 for the Davis-Ramoth K-12 School Renovation Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, as presented.
  
3. Take no final action.

**RECOMMENDATION:**

The administration recommends the Board approve the \$650,000 design budget for the Davis-Ramoth K-12 School Renovation Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, within this budget.

**MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-012

**FR:** Office of the Superintendent

**SUBJECT:** Adoption of Resolution  
25-001; Approval to  
Apply for AHFC Rural  
Professional Housing  
Grants for Noatak

**ABSTRACT:**

The administration requests approval of a Resolution supporting application for funding to provide additional teacher and professional housing at Noatak and committing funding for the District share of required matching funds.

**ISSUE:**

AHFC has a program to fund teacher, health professionals and public safety housing in rural areas. A Board resolution authorizing the District to apply for funding is an application requirement.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The Alaska Housing Finance Corporation (AHFC) currently has approximately \$6 million in available funding. Applications are due October 25th for funding consideration.

The program provides for housing to be developed by school districts, government entities or third parties in partnership with Districts. The AHFC program provides funding for new construction, renovation of buildings into housing and upgrade of existing housing. The grants currently reimburse up to 85 percent of the total cost of the renovation projects with a limit of \$700,000 in AHFC funding per application. There are additional points for multiple units and projects that involve more than one agency or will house more than one type of professional. However, this year there are no additional points for a greater than 15% match as there have been in previous years.

The District needs three housing units for teachers and the Administration is discussing the Borough's potential need for a unit for a public safety officer or other professional in Noatak. At this time the total cost of the project has not been confirmed. However, the recently completed Selawik duplex cost roughly \$550,000. Because Noatak does not have barge service, and escalation has increased the cost of construction, each duplex is estimated to cost \$1.1M. The cost of two duplexes for Noatak can be assumed to be at least \$2.2 million.

A potential application approach would be to submit one application for two duplexes. The maximum AHFC grant award for this approach would be \$700k, and the required match to be covered by NWAB and NWABSD would be \$1.4M.

An alternative approach, which would maximize the grant award, and minimize the local match, would be to submit two separate applications, with each potentially receiving \$700k, or a total of \$1.4M, from AHFC. This would entail the District and the Borough submitting a joint application

for one duplex, and the District submitting a separate application for the other duplex. The grant solely funded by the District would not receive points for partnership, but the projects would be eligible for more AHFC funding while potentially increasing the budgets of each project. Three units would be occupied by teachers. It is planned that the units be constructed by the District using temporary labor. This approach was successful for the Buckland grant applications.

The minimum match requirement is 15%, which is \$105,000 per \$700k grant award. However, it is believed the final cost will be above \$805,000 per duplex. To adequately cover the anticipated project costs, a match of \$400,000 is needed for each duplex, or \$200,000 for each unit. A total of \$800,000, is needed to fully fund both duplexes through two applications.

The applications must include a letter of commitment for the local share of costs as recommended by the Board, and the Assembly as applicable. The District match would be funded from capital reserves.

Applications also require Board and Assembly resolutions supporting the applications for funding. The resolution must also name the person authorized to submit the application. The Administration recommends that Dena Strait, the District's Capital Projects Manager, be authorized to provide application information on behalf of the District. She will work with Kathy Christy who has prepared and submitted several successful grant applications to AHFC including for Kivalina, Selawik, and Buckland.

**ALTERNATIVES**

1. Adopt Resolution 25-012 approving application to AHFC for funding for Rural Professional Housing in Noatak; approve the District submission of two applications - one as a joint project with the Northwest Arctic Borough, and the other for an additional teacher housing duplex project in Noatak sponsored solely by the District; commit to a local share of at least \$600,000 for its share; and authorize Dena Strait to provide application information on behalf of the Board and Assembly, as presented.
2. Adopt Resolution 25-012 approving applications to AHFC for funding for Rural Professional Housing in Noatak; approve the District submission of two applications sponsored solely by the District; commit to a local share of at least \$800,000 for its share; and authorize Dena Strait to provide application information on behalf of the Board, as presented.
3. Do not support application to AHFC for funding for Rural Professional Housing in Noatak.
4. Take no action.

**ADMINISTRATION'S RECOMMENDATION**

The administration recommends the Board adopt Resolution 25-012 approving application to AHFC for funding for Rural Professional Housing in Noatak; approve the District submission of two applications – preferably Alternative #1 as a joint project with the Northwest Arctic Borough, but if the Borough is not able to participate, approval is granted for Alternate #2; with a local share commitment of up to \$800,00; and authorize Dena Strait to provide application information on behalf of the Board, as presented.

## **A RESOLUTION OF**

Northwest Arctic Borough School District Board of Education

Resolution 25- 001

**A Resolution of the School Board of Education of the Northwest Arctic Borough School District supporting grant applications for teacher housing duplexes in Noatak. Grant funds are available through the Alaska Housing Finance Corporation's SFY 25 Rural Professional Housing Grant Program.**

WHEREAS, the Alaska Housing Finance Corporation's Teacher and Professional Housing Grant Program provides grant funding reimbursing \$700,000 per successful application for the costs of developing and upgrading teacher housing,

WHEREAS, adequate housing is critical to the recruitment and retention of teachers,

WHEREAS, existing teacher housing within the former elementary school is failing, with only two of the seven units occupiable; and

WHEREAS, due to the age of the existing seven-plex within the former elementary school, it is becoming a financial burden to the district and is not fulfilling the housing needs, thus requires replacement; and

WHEREAS, current teacher housing opportunities within Noatak are limited to what is provided by the district; and

WHEREAS, the Northwest Arctic Borough School District is responsible for assisting village teachers to find housing,

WHEREAS, the Northwest Arctic Borough School District is committed to providing safe and adequate housing for its teachers,

WHEREAS, three housing units are needed to provide adequate housing in Noatak for the number of staff,

WHEREAS, the Northwest Arctic Borough School District using its own forces with financial support through Alaska Housing Finance Corporation has a successful track record of upgrading and expanding teacher housing,

WHEREAS, the Northwest Arctic Borough needs a housing unit for a Professionals under their purview in Noatak,

WHEREAS, the Northwest Arctic Borough School District is committed to providing the local share of costs to complete the project,

WHEREAS, Dena Strait, the District's Capital Projects Manager, through guidance of Kathy Christy, the outgoing District Capital Projects Manager, is supported with successful experience applying for and administering AHFC RPH grants on behalf of the School Board and the District,

NOW THEREFORE BE IT RESOLVED: that the Northwest Arctic Borough School District, represented by Dena Strait, is authorized to request funding from the Alaska Housing Finance Corporation for the Rural Housing Professionals Housing Grant Program for two duplexes in Noatak, Alaska and to partner with the Northwest Arctic Borough as appropriate. NWABSD Board of Education supports application to the Alaska Housing Finance Corporation's Rural Professional Housing Grant Program to build teacher housing units within Noatak.

ADOPTED, August 27, 2024 at a duly convened meeting of the Northwest Arctic Borough School District Board of Education at which a quorum was present and voting:

ATTEST:

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Magaret Hansen, NWABSD Board President

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Tillie Ticket, NWABSD Secretary

## MEMORANDUM

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**TO:** NWABSD Board of Education Members      **DATE:** August 27, 2024  
**FROM:** Office of the Superintendent      **NUMBER:** 25-013  
**SUBJECT:** Approval of FY25 District Operating Budget Revision #1

### **ABSTRACT:**

The School Board shall establish and maintain a balanced budget.

### **ISSUE:**

At issue is the approval of the FY25 District Operating Fund Budget Revision #1

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

The FY25 District Operating Fund Budget was approved and adopted at the April 30, 2024 Regular School Board meeting with expenditures in the amount of \$66,535,595.

Presented to you is Budget Revision #1 for the FY25 Operating Fund Budget.

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

Revenues: \$67,624,192

Expenditures: \$67,675,903

Transfer in from Other Funds: \$0

Transfers out to Other Funds: \$2,568,000

This budget revision includes an increase to revenue of \$3,744,932, an increase in expenditures of \$1,140,308 and an increase in transfer out of \$251,840.

### **ALTERNATIVES:**

1. Approve Revision #1 of the FY25 District Operating Fund Budget as presented;
2. Disapprove Revision #1 of the FY25 District Operating Fund Budget as presented;
3. Take no action.

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

The administration recommends the Board approve Revision #1 of the FY25 District Operating Fund Budget as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** August 26, 2024

**NUMBER:** 25-014

**FR:** Office of Superintendent

**SUBJECT:** Approval of Human Resources

### **ABSTRACT:**

Each month various Human Resources actions occur which require Board action or cognizance.

### **ISSUE:**

At issue is the approval of Human Resources actions.

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

On a monthly basis the administration recommends Board approval of new certified/classified hires, position reclassifications, and new or revised job descriptions. In addition, the administration informs the Board of resignations, transfers, and terminations throughout the district.

### **ALTERNATIVES:**

1. Approve the Human Resources actions as presented;
2. Disapprove the Human Resources actions as presented;
3. Take no final action.

### **ADMINISTRATION RECOMMENDATION:**

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

**Human Resources  
August 2024**

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

- a) Classified rehires
- b) Certified new hires FY25
- c) Classified new hires FY25

a) The administration recommends approval of the following FY25 Classified Rehires:

LOCATION&DATE	NAME	POSITION
<b><u>Ambler</u></b>		
08/12/24	Clara Cleveland	SpEd Aide
08/12/24	Marvin Sheldon	Migrant Aide
08/12/24	Jeremy Williams	Maintenance
08/12/24	Autumn Rue	Secretary I
<b><u>BUCKLAND</u></b>		
08/12/24	EDWARD GAVIN	SpEd Aide
08/12/24	Doreen Hadley	SpEd Aide
08/12/24	Courtney Hadley	SpEd Aide
08/12/24	Hatalie Hadley	Title I Aide
08/12/24	Viola Thomas	Migrant Aide
08/12/24	Floyd (Herman) Ticket	Maintenance
07/29/24	Melissa Hadley	Secretary I
<b><u>DEERING</u></b>		
08/12/24	Andrea Iyatunguk	SpEd Aide
08/12/24	Warren Thomas	Maintenance
07/29/24	Delores Iyatunguk	Secretary I
<b><u>JNES</u></b>		
08/12/24	Mary Ann Tumaneng	SpEd Aide
08/12/24	Briahna Griffith	SpEd Aide
08/12/24	Bonnie Ungry	SpEd Aide
08/12/24	Rungnapha Leedy	SpEd Aide
08/12/24	Tiffany Garoutte	SpEd Aide
08/12/24	Destiny Tolbert	SpEd Aide
08/12/24	Molly Lincoln	Instructional Aide
08/12/24	Miranda Eakin	Instructional Aide
08/12/24	Victoria Ferguson	Migrant Aide
08/12/24	Kim Bomi	Instructional Aide
07/29/24	Janelle Schaeffer	Secretary II
07/29/24	Veronica Ferguson	Secretary II
08/12/24	Priscilla Burnor	Food Service Clerk

**FY25 Classified Rehires Continued:**

**KIANA**

08/12/24	Amy Morris	SpEd Aide
08/12/24	Teresa Stalker	SpEd Aide
08/12/24	Tommy Wells	Maintenance

**KIVALINA**

08/12/24	Rudylin Castro	SpEd Aide
08/12/24	Genevieve Swan	Instructional Aide
08/12/24	Ford Humphreys	Bus Driver/Maintenance
08/12/24	Glenn Sabihol	Maintenance

**KOTZEBUE**

08/12/24	Ida Peacock	SpEd Aide
08/12/24	Steven Shindler	SpEd Aide
08/12/24	Jordan Eisel	SpEd Aide
08/12/24	Solomon Shindler	SpEd Aide
08/12/24	Sonya Satterwhite	SpEd Aide
08/12/24	Tim Cowdell	SpEd Aide
08/12/24	Paula Cowdell	SpEd Aide

**KOBUK**

08/12/24	Chelsi Morrison-Heath	Migrant Aide
08/12/24	Kevin Moyer	Maintenance

**NOATAK**

08/12/24	Peter Stalker-Norton	SpEd Aide
08/12/24	Jonathan Wolfe	SpEd Aide
08/12/24	Michael Sheldon	SpEd Aide
08/12/24	Edna Bailey	SpEd Aide
08/12/24	Lawna Norton	SpEd Aide
08/12/24	Dolly Monroe	Instructional Aide
08/12/24	Christina Norton	Instructional Aide
08/12/24	Shannon Arey	Migrant Aide
08/12/24	Eli Mitchell	Maintenance
7/29/24	Emma Mnroe	Secretary I

**NOORVIK**

08/12/24	Tehana Baldwin	SpEd Aide
08/12/24	Ila Ballot	SpEd Aide
08/12/24	Marilyn Evans	SpEd Aide
08/12/24	Tammy Wells	Title I Aide
08/12/24	Linda Sampson	Indian Ed Aide
08/12/24	Lulu Sampson	Migrant Aide
08/12/24	William (Bill) Zibell	Maintenance
07/29/24	Beverly Zibell	Secretary II

**FY25 Classified Rehires Continued:**

**SELAWIK**

08/12/24	Dolly Mitchell	SpEd Aide
08/12/24	Sophia Ballot	SpEd Aide
08/12/24	Nicole Johnson	SpEd Aide
08/12/24	Ralph Stalker Sr.	SpEd Aide
08/12/24	Mabel Mitchell	SpEd Aide
08/12/24	Nellie Jones	SpEd Aide
08/12/24	Kathleen Ballot	SpEd Aide
08/12/24	Priscilla Ballot	Instructional Aide
08/12/24	Kathy Riley	Migrant Aide
08/12/24	Lottie Ballot	Instructional Aide
08/12/24	Chester Ticket	Indian Ed Aide
08/12/24	Norman Ticket	Maintenance
07/29/24	Maggie Mitchell	Secretary II
07/29/24	Alice Norell	Secretary I

**SHUNGNAK**

08/12/24	Beverly Woods	SpEd Aide
08/12/24	Brandon Woods	Maintenance
07/29/24	Lizzie Commack	Secretary I

**STAR OF THE NORTH**

08/12/24	Mary Keeter	Dorm Attendant
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**ATC**

08/12/24	Mary Nauska	Dorm Attendant
08/12/24	Charles Keeter	Construct. Trade Instructor
08/12/24	Brandi Williams	Secretary I
08/12/24	Lori Jorgensen	Registrar

**DISTRICT OFFICE**

07/01/24	Byrd Carter	Secretary II
07/01/24	David Smith	Admin. Assistant
07/01/24	Maureen Nolan	ILP Assistant
07/01/24	Amanda Kenworthy	Accounting Tech.
07/01/24	Fannie Henry (Clara)	Payroll Officer
07/01/24	Delia Shuster	Asst. Payrol Officer
07/01/24	Lois Booth	Accts RC/Pay Asst. Officer
07/01/24	Michelle Gallahorn	Asst. HR Officer

**MAINTENANCE**

07/01/24	Brandon Blackham	Director Property Services
07/01/24	Troy Humphreys	Journeyman Plumber
07/01/24	Willie Green	Security Guard
07/01/24	Donavon Watkins	Journeyman Carpenter
07/01/24	Tate Trestin	Mechanic

b) The administration recommends approval of the following FY25 Certified New Hires:

LOCATION&DATE	NAME	POSITION
<b><u>Buckland</u></b>		
08/12/24	James Thomas	Principal
08/8/24	Philip Harkins	Teacher MS/HS Math

**Deering**

08/08/24	Mary Romano	Teacher PreK/K/1
08/08/24	Halie Mahoney	Itinerant Counselor

**JNES**

08/08/24	Elle Ryan Espino	Teacher PreK
08/08/24	May Geneston	Teacher PreK
08/08/24	Lisa Ungry	Teacher K
08/08/24	Dolly Toche	Teacher 3
08/08/24	Katie Hansen	Teacher 5

**KIANA**

08/08/24	Denita Sommers	Teacher MS/HS LA/SS
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**KIVALINA**

08/08/24	Jenissa Magbanua	Teacher MS/HS LA
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**NOATAK**

08/08/24	Amanda Riste-Saltzman	Itinerant Counselor/Intern
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**SELAWIK**

08/08/24	Alma Celis	Teacher MS Math/Science
08/08/24	Marjorie Hingsbergen	Teacher MS/HS Math

**SHUNGNAK**

08/08/24	Bridgette Burrus	Teacher Ms/HS LA/SS
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**STAR OF THE NORTH**

08/08/24	Misty Cox	Home School Teacher
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**ATC**

08/12/24	Shirley Dukes	Assistant Director
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c) The administration recommends approval of the following FY25 Classified New Hires:

**JNES**

08/16/24	Charity Smith	Bilingual Instructor
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**KIANA**

08/12/24	Caleigh Jo Self	Instructional Aide
08/12/24	Autumn Simmons	Migrant Aide
08/08/24	Eryn Gooden	Secretary I
08/12/24	Amber Barr	Bilingual Instructor

**KMHS**

08/12/24	Travis Ransom	Migrant Aide
07/29/24	Allie Bieseimeier	Secretary I

**DISTRICT OFFICE**

08/01/24	Robert Sheldon	Student Activities
07/01/24	Qutan Lambert	HR Officer
07/01/24	Michelle Gallahorn	Asst. HR Officer
07/01/24	Natalie Dickey	Business Mgmt Mgr
07/01/24	Jennifer Greene	Staff Dev. Specialist

II The administration report on the following non action items:

- a) Certified resignations FY25
- b) Classified resignations FY25
- c) Certified transfers FY25
- d) Classified transfers FY25
- e) Certified openings FY25
- f) Classified openings FY25

a) The administration reports on the following Certified resignations:

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

08/12/24	Elizabeth McPadden	Teacher
08/12/24	Shirley Dukes	Counselor
08/12/24	Geronimo Muro-Ruiz	MS/HS Math
08/12/24	Ivy Sheldon	Assistant ATC Director

b) The administration reports on the following Classified resignations:

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

08/12/24	Lisa Ungry	Instructional Aide
08/12/24	Amari Lewis	SpEd Aide
08/12/24	Chaylen Goodro	SpEd Aide

08/12/24

Charity Smith

Instructional Aide

**Classified resignations continued**

**KIANA**

08/12/24

Bethany Riley

Secretary I

c) The administration reports on the following Certified transfers:

07/01/24

Jeff Alexander

Assistant Superintendent

7/15/24

Kathryn Self

HR Director

07/29/24

Jessica Heisler

KMHS Principal

07/29/24

Prophetess Hayden

KMHS Assistant Principal

08/08/24

Kenneth Vildosola

KMHS MS Science

d) The administration reports on the following Classified transfers:

08/15/24

Amie Gardner

HR Specialist/Coordinator

07/29/24

Gladys Ralston

Secretary II

07/01/24

Jacob Ray

Staff Dev. Specialist

e) The administration reports on the following Certified openings:

**JNES**

2 Teachers

**KIVALINA**

1 Teacher

**KMHS**

1 Teacher

**NOORVIK**

1 Teacher

**SELAWIK**

1 Teacher

f) The administration reports on the following Classified opening:

**DEERING**

1 SpEd Aide

**JNES**

1 SpEd Aide

1 Instructional Aide

**KIVALINA**

1 Bilingual Instructor  
1 Instructional Aide  
1 Bus Driver  
1 Maintenance  
1 Secretary

**NOORVIK**

1 SpEd Aide

**SELAWIK**

1 SpEd Aide

**DISTRICT OFFICE**

1 Director of Administrative Services  
1 Accts Payable Clerk

**MAINTENANCE**

1 Assistant Director Property Services  
1 Journeyman Electrician



## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-016

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Grant Funding  
For Buckland HVAC/Energy  
Upgrades Phase II and  
Delegation of  
Contracting Authority to the  
Superintendent

### **ABSTRACT:**

Board approval is required for expenditures over \$50,000.00 and to increase project budgets.

### **ISSUE:**

At issue is a Denali Commission grant award of \$1,041,860 for Buckland HVAC/Energy Upgrades Phase II. Board approval is needed to utilize the funds for this project.

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

In January 2023, the Board approved the award of contract to Sturgeon Electric for Phase I of the Buckland HVAC/Energy Upgrade Project. It was recognized at that time that additional funding was required to complete the project. The Board approved a delegation of authority to the Superintendent to seek additional funding to be added to the project.

In April of 2023, the District applied for federal funding from the Denali Commission. In July of 2023 the Denali Commission awarded \$1,041,860 for the project. No additional matching funds were required for this grant, as they accepted prior expenditures for Phase I, from both the Borough and the District, to act as the match for the new Denal Commission grant.

At question is Board approval to support utilization of the Denali Commission grant for Phase II work, not to exceed \$1,041,860. Several contracts will be required for this work including to Sturgeon Electric, RSA Engineering, EHS Environmental Services and for Project Management Services by Dena Strait.

Utilization of these grant funds will get all Phase II work completed by early 2025. It is recommended that the Board approve a delegation of contracting authority to the Superintendent in an amount not to exceed \$1,401,860.

### **ALTERNATIVES:**

1. Approve acceptance of Denali Commission grant funding and delegation of authority to the Superintendent in an amount not to exceed \$1,041,860.
2. Disapprove acceptance of the Denali Commission grant funding or delegation of authority to the Superintendent.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve acceptance of the Denali Commission grant for the Buckland HVAC/Energy Upgrades Phase II project and approve delegation of authority to the Superintendent to manage contracts up to an additional \$1,041,860 in project funding.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-017

**FROM:** Office of the Superintendent

**SUBJECT:** **Approval of Funding**  
Selawik and Noorvik Fire  
Alarm Replacement

### **ABSTRACT**

Award of funding from the Borough for replacement of Davis-Ramoth and Noorvik fire alarm systems requires Board Approval.

### **ISSUE**

At issue is approval of acceptance of anticipated funding for the replacement of the fire alarm system and any associated work as required by the State Fire Marshal at Davis-Ramoth and Noorvik Schools and delegation of contracting authority to the Superintendent for this work.

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

At the January meeting Board Memorandum 24-085 approved emergency procurement procedures for the replacement of the failed Selawik fire alarm system and delegation of contracting authority to the Superintendent. It was intended funding would be from the Northwest Arctic Borough. Since that time, Noorvik has been added to the project due to ongoing issues with that system.

The District has been working with the Borough to secure project funding for several months. In their upcoming August 27-28, 2024 meeting, the Assembly will vote on approval of an award of \$860,000 to replace the fire alarm systems in both Selawik and Noorvik. This amount is the project budget to cover construction, design, project management and contingency for both schools. The Borough's funding for the Selawik portion, will count toward the required match for the Davis-Ramoth Renovation project which was awarded FY25 funding through Department of Education and Early Development (DEED). The Noorvik portion of the Borough funding could be used as match if the Districtwide Fire System project is awarded DEED funding in the future. District Administration needs board approval to accept the funding from the Borough and to allocate it as appropriate to accomplish the upgrade of the fire alarms.

Because of the emergency nature of this work, the project was designed and a bid solicited. The award of contract is addressed in a separate board memo. With approval of the contract award Selawik's work would occur in December of this year. Noorvik's work would begin in early January and be completed by the end of that month.

The Administration is most appreciative of the Borough's assistance with this critical work.

### **ALTERNATIVES**

1. Approve the acceptance of the award of funding from the Northwest Arctic Borough for replacement of Selawik and Noorvik fire alarm systems and delegation of authority to the Superintendent to establish the project budgets, as presented.
2. Do not approve the acceptance of the award of funding from the Northwest Arctic Borough for replacement of Selawik and Noorvik fire alarm systems and delegation of authority to the

Superintendent to establish the project budget, as presented.

3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION**

The administration recommends that the Board approve the acceptance of the award of funding from the NW Arctic Borough for replacement of Selawik and Noorvik fire alarm systems and delegation of authority to the Superintendent to establish the project budgets as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 27, 2024

**NUMBER:** 25-018

**FROM:** Office of the Superintendent

**SUBJECT:** Award of Contract  
Sturgeon Electric and  
Delegation of Contracting  
Authority

### **ABSTRACT**

Contracts over \$50,000.00 require Board Approval.

### **ISSUE**

At issue is approval of contract for the replacement of the fire alarm system and any associated work as required by the State Fire Marshal at Davis-Ramoth and Noorvik schools.

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

At the January meeting Board Memorandum 24-085 approved emergency procurement procedures for the replacement of the failed Selawik fire alarm system and delegation of contracting authority to the Superintendent. Following this the District made its initial request for funding assistance to the Borough. Since this time, Noorvik's fire alarm system was also in distress, and replacement of this system was added to the project.

The project was bid in June. Two bids were submitted by the bid submission deadline on June 11, 2024. The low bidder was ultimately determined to be non-responsive as their bid did not satisfy the solicitation requirements. Sturgeon Electric was determined the only responsive bidder. Bid amounts are \$352,896 for Selawik, \$406,642 for Noorvik for a total of \$759,538.

District has been working with the Borough to secure project funding for several months. The Assembly is expected to approve the award of up to \$860,000 to the District for this work. The Borough funding amount will provide a project budget to cover construction, design, project management and contingency. The Borough's funding for Selawik will count toward the required match for the Davis-Ramoth Renovation grant which was awarded FY25 funding through Department of Education and Early Development (DEED). The Noorvik portion of the Borough funding could be used as match if the Districtwide Fire System project is awarded DEED funding in the future. District Administration needs board approval to award the contract to Sturgeon, The award of contract is contingent on Assembly approval of funding.

It is critical that the District be able to award and perform this fire alarm system replacement to remedy this safety issue at Selawik and perilous issue at Noorvik. If the contract is awarded in September, work in Selawik would occur in December of this year. Noorvik's work would begin in early January and be completed by the end of that month. To move forward the Superintendent requires approval to award the contract and the delegation of contracting authority to approve changes within the available construction budget, once funding is approved by the Borough Assembly.

### **ALTERNATIVES**

1. Approve the award of contract to Sturgeon Electric Company, LLC when funding is secured, and approve delegation of contracting authority to the Superintendent, as presented;
2. Do not approve the award of contract to Sturgeon Electric Company, LLC, and do not approve

delegation of contracting authority to the Superintendent, as presented;

3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION**

The administration recommends that the Board approve the award of contract to replace the Selawik and Noorvik fire alarm system replacements to Sturgeon Electric Company, LLC following Assembly approval of the funding and to approve a delegation of contracting authority within the project budget to the Superintendent, as presented.