

NWABSD Regular Board Meeting

Tuesday, February 25, 2025 4:00 PM

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

1.	<u>CALL TO ORDER, ROLL CALL</u>	Presenter: Margaret Hansen, President
2.	<u>MOMENT OF SILENCE</u>	Presenter: Margaret Hansen, President
3.	<u>PLEDGE OF ALLEGIANCE</u>	Presenter: Margaret Hansen, President
4.	<u>APPROVAL OF AGENDA</u>	Presenter: Margaret Hansen, President
5.	<u>INTRODUCTION OF GUESTS/STAFF</u>	Presenter: Margaret Hansen, President
6.	<u>PUBLIC COMMENTS</u>	Presenter: Margaret Hansen, Board President
7.	<u>RECOGNITION AND AWARDS</u>	Presenter: Terri Walker, Superintendent
8.	<u>SUPERINTENDENT'S REPORT</u>	Presenter: Terri Walker, Superintendent
9.	<u>EXECUTIVE SESSION</u>	Presenter: Margaret Hansen, Board President
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

TO: NWABSD Board of Education
Members

DATE: February 25, 2024

NUMBER:

FR: Office of the Superintendent

SUBJECT: Superintendent's Report

ATTENDANCE:

The district attendance rate as of 1/31/25 is 80.95%.

Categories	Percent Attendance
Regular Attendance	95%-100%
At-Risk Attendance	90%-94.9%
Chronic Absence	80%-89.9%
Severe Chronic Absence	80% and below

8/20/24 - 1/31/25

Ambler School	82.57%
Buckland School	86.90%
Deering School	89.51%
Kiana School	78.02%
Kisimigiugtuq School	63.45%
Kobuk School	90.68%
June Nelson Elementary	83.49%
Kotzebue Middle/High School	81.40%
Napaaqtugmiut School	80.76%
Aqqaluk High/Noorvik Elementary	81.62%
Davis-Ramoth School	77.90%
Shungnak School	80.81%
NWABSD Home School	100.00%
District	80.95%

Attendance Committee:

District Attendance Committee Data and Initiatives

We are ready to launch our first initiative to increase attendance at schools. Here is the announcement.

The Superintendent and the District Attendance Committee are excited to announce the launch of our new Attendance Incentive program! 🎉 This program is designed to encourage regular attendance and reward our dedicated students **and their families**.

👨👩👧👦 For the next 10 weeks, **beginning** the week of February 17th, we will be giving away **10 gallons of gas or stove oil** at each school site!! 🛢️

Every student who maintains a 90% attendance rate during those two weeks will have their name entered into a drawing for the prize. 🏆

There will be one winner from each site every two weeks!! 🙌

All students who maintain a daily attendance rate of 90% or higher beginning February 17th will be entered into a drawing for a 15-gallon fuel tank 🛢️ at the end of the year!

Remember, **everyday** counts! ✅

Drawings start March 3rd, and will be followed by drawings on March 14th, April 4th, April 21st, and May 5th. 📅

ENROLLMENT:

As of February 17, 2025, the K-12's current enrollment is 1817, a decrease of 10 students since November's report.

PreK – 12th grade enrollment is 1929, a decrease of 11 students since January's report.

SCHOOL	PK3	PK4	KG	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9TH	10TH	11TH	12TH	TOTAL
ABL	0	8	4	6	6	3	5	4	4	4	9	3	2	2	2	62
BKC	2	11	18	13	19	16	15	17	15	16	20	16	14	13	17	222
DRG	1	6	2	2	5	5	3	8	0	4	4	1	5	2	6	54
IAN	1	5	2	10	8	7	4	5	8	10	5	4	11	5	5	90
KVL	0	2	5	10	8	8	8	19	14	12	13	13	12	13	13	150
OBU	0	3	3	2	3	0	6	2	4	4	2	4	4	0	2	39
KMHS	0	0	0	0	0	0	0	0	48	46	49	52	28	42	35	300
HSCH	0	0	1	1	1	0	0	2	2	1	3	1	10	5	2	29
JNES	6	36	48	44	48	48	34	41	0	0	0	0	0	0	0	305
WTK	0	6	19	11	15	9	5	12	10	7	9	17	15	6	18	159
ORV	1	10	13	10	17	13	25	19	19	19	14	11	15	10	8	204
WLK	1	9	17	11	20	19	16	17	18	25	12	22	16	23	21	247
SHG	1	3	4	5	8	4	5	4	7	6	3	4	3	4	7	68

January/February 2025

RTI Conference in Anchorage was one of the best conferences this year. Here are some highlights of the sessions I attended.

Friday – Recruitment and Retention - Onboarding new employees involves four key areas: resources, rules, roles, and relationships. A structured onboarding checklist should address when the process starts, its duration, the role of HR and direct managers, goal setting, feedback collection, and check-in points at 30, 60, and 90 days. To promote retention, new hires should clearly understand the organization's beliefs, their strengths, roles, team members, and potential career growth. Currently, only 36% of new employees are engaged in their workplace, emphasizing the need for improved strategies. Enhancing employee well-being and engagement includes developing their strengths, implementing family-friendly policies, fostering workplace friendships, and supporting financial education, healthy habits, and community involvement. Educational leaders can further boost engagement by being intentional managers, having meaningful conversations, and setting clear guidelines and expectations. Prioritizing these elements creates a more supportive and productive work environment.

Saturday – Every student deserves a great teacher, not by chance, but by design. Creating a strong learning environment requires intentionality, focusing on student engagement, belonging, and collaboration. Schools must define what success looks like and measure implementation through thoughtful design. Students should be invited to actively participate in their learning, as

engagement drives achievement. A sense of belonging is crucial—students must feel valued, respected, and supported both academically and personally. The lingering effects of COVID-19 have contributed to a crisis in belonging, impacting motivation, academic success, and mental health, with many students feeling disconnected from school. To transform school culture, educators must foster a shared community built on values, traditions, and collaborative learning. Prioritizing culture first, learning second, and achievement third ensures that students take ownership of their learning, understand their impact, and share responsibility for success. By identifying key focus areas and doing them well, schools can create meaningful and lasting improvements in student engagement.

Sunday – Building a sense of belonging in our schools. (CULTURE AND CLIMATE)
Building a sense of belonging in schools is essential for student success, engagement, and well-being. One way to reinforce this is to reflect on our "why" and place it where we can see it daily. This serves as a constant reminder of our purpose in fostering a supportive school culture.

Schools are the foundation for our students' futures, and intentional efforts must be made to create an inclusive and welcoming environment. A powerful question to ask within schools is, "How do you promote belonging in your school/classes?" This reflection can help drive initiatives that create more inclusive spaces. Belonging is not a luxury; it is a necessity that affects students' academic performance, attendance, and mental health.

Creating a sense of belonging means ensuring every student feels seen, valued, and heard. This can be achieved through small yet powerful actions, such as greeting students warmly as they enter the school, making them feel invited and present in their learning environment. By prioritizing a culture where every student's contributions matter, schools can bridge gaps and improve overall student engagement.

Visual reminders and affirmations can further reinforce a culture of belonging. Posters, murals, and water bottle stickers with messages like "You are beautiful," "You are loved," "You are needed," and "You matter" create a positive atmosphere. Schools can also highlight influential figures like Della Kleats, June Nelson, and Robert Sampson, allowing students to decide who they want to celebrate on their school walls. These visual elements serve as daily affirmations that each student has a place and purpose in the school community.

Ultimately, fostering belonging requires collective effort from educators, leaders, and students alike. Schools must be intentional about designing spaces where every student feels safe, supported, and empowered to contribute. By prioritizing culture, engagement, and positive relationships, schools can transform into thriving learning communities where students feel connected and motivated to succeed.

Placed Based Education: Place-Based Education (PBE) is a teaching approach that uses a student's local community and environment as the foundation for learning, emphasizing real-world experiences and connections to where students live. By integrating real life and culture with academic content, PBE gives learning a clear purpose and fosters deeper engagement. This method enhances schools, promotes environmental stewardship, and supports community development. It increases student engagement, encourages critical thinking, and creates meaningful opportunities for collaboration across grades and disciplines. PBE also fosters community partnerships, develops environmental consciousness, and aligns with many school districts' mission and vision statements. Ultimately, it provides students with a sense of ownership and purpose in their education by making learning relevant and impactful.

Site visit to Deering – Scheduled a community meeting. Attended either an ASC meeting or Community meet and greet to answer questions. I visited all classrooms and had multiple conversations with the principal.

Terri Walker, Superintendent

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

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

President Margaret Hansen called the 432nd. Regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:06 p.m. on Tuesday, November 19, 2024, virtual meeting held over Microsoft teams.

Board Members present were:

Alice Melton-Barr
Millie Hawley
Carol Schaeffer
Marie Greene
Jeanne Gerhardt-Cyrus
Alice Adams
Shannon Melton
Joanne Harris
Margaret Hansen

Board Member Absent Excused – Tillie Ticket

Observed.

A quorum was present.

Observed.

Millie Hawley made a motion to approve the agenda as presented, Jeanne Gerhardt-Cyrus seconded the motion. The agenda was approved by voice vote.

Staff present: Terri Walker-Superintendent; Tracy Bell, director of curriculum; Jeff Alexander, Assistant Superintendent; Kathryn Self, Director of Human Resources; Brandon Blackham, Director of Property Services; Shayne Pungowiyi, Executive Assistant to the Superintendent & Board Secretary; Joseph Groves, Director of ATC; Joy Cogburn-Smith, Director of State and Federal Services; Dena Strait, Capitol Projects; Natalie Dickie, Business Office Manager; Amy Eakin, Director of Technology; Jessica Heisler, KMHS Principal; Kevin Matthew, Ambler Principal; Faith Jurs, JNES Principal; Ashley Hansen, JNES Teacher; James Stewart, Kiana Principal.

No public comments.

School Presentations: June Nelson Elementary School, Ambler School, Kiana School

The November 2024 Employees of the Month awardees that were recognized:

- Ashley Hansen, June Nelson Elementary School Teacher
- Jusan Catalan, Kotzebue Middle Highschool Teacher
- Dionne Wells, Paraprofessional for Deering School

Superintendent Terri Walker presented her report.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

INTRODUCTION OF
STAFF/GUESTS

PUBLIC COMMENTS

RECOGNITION AND AWARDS

SUPERINTENDENT'S REPORT

Marie Greene made a motion to go into Executive Session to address finances, Jeanne Gerhardt-Cyrus seconded the motion. The board went into Executive Session at 4:51 p.m.

Executive Session ended at 5:29 p.m.

Marie Greene made a motion to adopt the consent agenda as amended, Alice Melton-Barr seconded the motion. Passed by roll call vote.

Approval of September 24, 2024, Regular Meeting Minutes, Approval of October 14, 2024, Special Meeting Minutes, Approval of November 7, 2024, Special Meeting Minutes.

Board approval is required for contracts that exceed \$50,000. Jenny Martens of JLM, LLC provides professional school business services for the Northwest Arctic Borough School District business office. The original MOA was generated for the amount of \$35,000.00. The amended MOA, which entails additional business office services during the transition and training of the previous Director of Administrative Services to the current Assistant Director of Administrative Services/Administrative Services Business Manager team, will be increased by \$33,000.00 for the remainder of FY25, for a total not to exceed \$75,000.00. The administration recommends board approval of the MOA with JLM, LLC for a total amount not to exceed \$75,000.00 as presented.

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 BP 4133/4233/4333 All Personnel – Travel Expenses within the Personnel series. This update includes verbiage from the former duplicate travel policy - BP 3540 and removes reference to Board Members. This update also adds out-of-district travel to require Superintendent approval to be aligned to current practice. 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 BP 4133/4233/4333 All Personnel – Travel Expenses as presented and open for public comments.

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 BP 5123 Promotion/Acceleration/Retention within the Students series. This update revises the policy to reflect the student retention procedures required by the Alaska Reads Act. 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 BP 5123 Promotion/Acceleration/Retention as presented and open for public comments.

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 9400 Board Self-Evaluation within the Board Bylaw series. This update is based on the Board's consideration of self-evaluating every other year. The Board Policy Committee reviewed the proposed changes, recommends

EXECUTIVE SESSION

ADOPTION OF CONSENT AGENDA

APPROVAL OF MEETING MINUTES

APPROVAL OF MOA ADDENDUM-JLM, LLC

APPROVAL OF PROPOSED REVISIONS TO BP 4133/4233/4333 ALL PERSONNEL-TRAVEL EXPENSES; 1ST READING

APPROVAL OF PROPOSED REVISIONS TO BP 5123 PROMOTION/ACCELERATION/RETENTION; 1ST READING

APPROVAL OF PROPOSED REVISIONS TO BB 9400 BOARD SELF-EVALUATION; 1ST READING

approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BB 9400 Board Self-Evaluation as presented and open for public comments.

Board approval of the District's Indian Policies and Procedures (IPP) as required each year per Impact Aid Regulations. Each year, the Northwest Arctic Borough School District submits the Impact Aid Application to the U.S. Department of Education. The annual application requires the submission of updated Indian Policies and Procedures. The IPP is revised and renewed after consultation with regional Tribal leaders and parents of impacted communities. The IPP meets the established federal requirements according to Section 7004 of the Impact Aid Law. The administration recommends the Board approve Indian Policies and Procedures as presented.

Board approval is required for purchases exceeding \$50,000. The NWABSD sought an electronic document signing program when the COVID-19 pandemic impacted in-person paper contract signing. The onboarding of DocuSign has continued and is currently used by schools and the following departments: Administrative Services, Technology, State & Federal Programs, Human Resources, Assistant Superintendent, and Student Services. The 3-year agreement will allow the district to continue the DocuSign program with costs locked in and funding secured for the next three years through September 30, 2027. Funding is available and budgeted in the FY25 Technology General Funds – Software .475. The administration recommends that the Board purchase the DocuSign 3-Year Agreement for \$149,938.00 to provide electronic agreements and signatures as presented.

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

Acceptance of award of funding from the State of Alaska Department of Education and Early Development for Davis-Ramoth K-12 School Renovation by the School Board is required. In Summer 2023, Capital Projects Managers submitted an FY25 application for funding to the state for this project. In June 2024, this project was included in the state fiscal budget. Project total is \$9,424,172, State share is \$7,539,338 and required local match is \$1,884,834. A budget that matches the grant agreement is attached. The project Scope of Work is primarily focused on the replacement or upgrade of mechanical and electrical systems including new building controls, new cabinet and unit heaters, ventilation refurbishment, replacing the shop dust collector, replacing the hot water generator and fire pumps, replacing the generator and associated support items, replacing exterior lighting, replacing electrical receptacles to meet code and new fire pumps and monitoring connections to various ventilation components. Architectural work includes providing a door to close off access from the gym to the rest of the school during night activities, replacing window cranks and exterior door replacement, code upgrades for under sink plumbing, replacement of damaged siding at select locations, repair to boardwalks and guardrails and resurfacing the structural piles. Construction work will bid summer 2025 and begin in the fall or early 2026. District has five years to complete the project and three years to provide the matching amount. The participating share for any district may be satisfied by money from federal, local, or other sources, or with locally contributed labor, material, or equipment. Potential match sources known to date include \$405,000 in Borough funding for fire alarm replacement, and some portion of the roughly \$1M in local funds currently dedicated to Kivalina School Replacement once that project is closed and with Board approval. District Administration needs Board approval for accepting the funding from DEED. The administration

APPROVAL OF CURRENT INDIAN POLICIES AND PROCEDURES

APPROVAL OF DOCUSIGN 3-YEAR AGREEMENT PURCHASE

APPROVAL OF HUMAN RESOURCES

APPROVAL OF ACCEPTANCE OF DEED FY25 FUNDING DAVIS-RAMOTH K-12 SCHOOL RENOVATION

recommends that the Board approve the acceptance of the award of funding not to exceed \$9,424,172, including a state share of \$7,539,338 and local match of \$1,884,834, from the Department of Education and Early Development for Davis-Ramoth K-12 School Renovation and delegation of authority to the Superintendent to establish the project budgets, as presented.

Acceptance of award of funding from the State of Alaska Department of Education and Early Development for HVAC Controls Upgrades, 8 sites by the School Board is required. In Summer 2023, Capital Projects Managers submitted an FY25 application for funding to the state for this project. In June 2024, this project was included in the state fiscal budget. Project total is \$9,838,153, State share is \$7,870,522 and required local match is \$1,967,631. A budget that matches the grant agreement is below. A budget that matches the grant agreement is attached. The project Scope of Work provides a Direct Digital Control (DDC) system to control the HVAC equipment in eight district schools. Schools to receive the DDC systems include Amber, Kiana, June Nelson Elementary, Kotzebue Middle/High School, Noatak, Noorvik, and Shungnak. A new graphics-compatible front-end computer will be provided in Kobuk, but it does not receive a new DDC system. Noatak will get the DDC system and three new variable frequency drives (VFD), for air handler fans. Essentially, all upgrades will increase system energy efficiency and provide system control which currently doesn't exist in most cases. Construction work will bid summer 2025 and begin in the fall or early 2026. District has five years to complete the project and three years to provide the matching amount. The participating share for any district may be satisfied by money from federal, local, or other sources, or with locally contributed labor, material, or equipment. A potential match source is a Congressional Delegated Spending grant through Representative Peltola's office which we applied for in March, which is still working its way through Congress. In addition, some portion of the roughly \$1.1M in local funds currently dedicated to Kivalina School Replacement could be reallocated toward this match once that project is closed and with Board approval. District Administration needs Board approval for accepting the funding from DEED. The administration recommends that the Board approve the acceptance of the award of funding not to exceed \$9,838,153, including a state share is \$7,870,522 and local match of \$1,967,631, from the Department of Education and Early Development for HVAC Controls Upgrade, 8 Sites and delegation of authority to the Superintendent to establish the project budgets, as presented.

Contracts exceeding \$50,000 requires Board approval. The NWABSD has contracted with J & H Consulting, Reggie Joule and Christine Hess, to assist administration with NWABSD lobbying and legislative priorities during the legislative session. Critical issues to be addressed include adequate funding for possible construction, coordination of the legislative fly-ins and the legislative priorities of the NWABSD. Administration believes it is crucial that the school district maintain a presence with Juneau year-round to assist our representatives and lobbyists with district issues. The contracted amount for services and related expenses is a total not to exceed \$75,000. Contract to begin January 1, 2025 – December 31, 2025. The administration recommends the Board approve the FY-25 lobbyist contact with J & H Consulting in the amount not to exceed \$75,000.00 as presented.

Superintendent's out-of-district travel requires Board approval. Request for Out-of-District Travel by the Superintendent. The administration recommends the Board approve the Superintendent's request for out-off- district travel as presented.

APPROVAL OF ACCEPTANCE OF DEED FY25 FUNDING HVAC CONTROLS UPGRADES, 8 SITES

APPROVAL OF FY-25 CONTRACT, J & H CONSULTING

APPROVAL OF SUPERINTENDENTS OUT OF DISTRICT TRAVEL

Carol Schaeffer: I would like to thank the staff for sticking with us during this stormy day and wish everybody happy holidays. We have our Thanksgiving and Christmas coming up, I look forward to having another board meeting in January. Thank you.

Millie Hawley: Happy holidays to everyone until we meet again in January. Thank you staff and the school who presented I enjoyed that very much. It's good to see the progress the students are making in their villages; I appreciate the presentations. Thank you.

Alice Melton-Barr: I would like to wish everyone happy holidays, I am thankful for our families, I am thankful for everything, I am thankful for you council members and staff and superintendent. It was a good two days of meetings. Take care.

Margaret Hansen: I would like to express our appreciation to all the hard work and dedication, this thanksgiving is very special, we have so much to be thankful for families, great superintendent and staff, students progressing and all of us just working together. And thankful for everything that we have. Happy holidays to everyone we wish you well and be safe. Thank you for everything that you do.

Jeanne Gerhardt-Cyrus: I just want to thank everybody for their patience and their support in my learning curb. I hope everybody has a healthy and happy holiday.

The next Special Board meeting of the NWABSD Board of Education will be held on January 20-22, the 20th we will be working on the superintendent evaluation, we will have Dave once again sending us out information and the connection to do the evaluation.

Marie Greene moved to adjourn the meeting, seconded by Alice Adams.

Motion passed with unanimous consent. The meeting adjourned at 5:43. p.m.

Tillie Ticket, Secretary

Shayne Pungowiyi, Recording Secretary

COMMUNICATONS & ITEMS
INTRODUCED BY BOARD
MEMBERS

DATE/TIME OF NEXT BOARD
MEETING

ADJOURNMENT

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

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

President Margaret Hansen called the special meeting of the Northwest Arctic Borough School District Board of Education to order at 8:32 a.m. on Monday, January 20, 2025.

Board Members present were

Tillie Ticket
Carol Schaeffer
Marie Greene
Jeanne Gerhardt-Cyrus
Shannon Melton
Joanne Harris
Margaret Hansen
Alice Melton-Barr

Board Members absent and excused were

Millie Hawley, Alice Adams

A quorum was present.

Observed.

Staff/guests present: Terri Walker-Superintendent; Jeff Alexander, Assistant Superintendent; Joseph Groves, Director of Alaska Technical Center; Joy Cogburn-Smith, Director of State and Federal Programs Natalie Dickie, Director of the Business Office; Tracy Bell, Director of Curriculum; Perrian Windhausen, Director of Student Services, Kathryn Self, Director of HR; Amy Eaking, Director of Technology; Shayne Pungowiyi, Executive Assistant; Dave Herbert, Consultant with AASB.

Joanne Harris moved that the Board go into Executive Session, seconded by Jeanne Gerhardt-Cyrus.

The NWABSD Board of Education may go into Executive Session to discuss matters, the immediate knowledge of which would have an adverse effect upon the finance of the district or to discuss subjects that tend to prejudice the reputation and character of any person; or to discuss matter which by law, municipal charter, or ordinance are required to be confidential.

The motion passed unanimously by voice vote. The Board went into executive session at 8:51 a.m.

Executive Session ended at 12:20 p.m.

Alice Melton-Barr moved to approve Memorandum 25-041 for the Superintendent evaluation as presented. Jeanne Gerhardt-Cyrus seconded the motion. The motion was passed unanimously.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

INTRODUCTION OF
STAFF/GUESTS

EXECUTIVE SESSION

APPROVAL OF
REVISIONS TO THE
SUPERINTENDENT'S
CONTRACT

Alice Melton-Barr moved to approve memorandum 25-042 to amend the superintendent's contract to increase the salary by \$5000 for FY25 and FY26, continuing through the end of her current contract. Marie Greene seconded the motion. The motion was passed Unanimously.

APPROVAL OF
SUPERINTENDENT
CONTRACT ADDENDUM

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

ADJOURNMENT

Motion passed with unanimous consent.

The meeting adjourned at 12:27 pm.

Tillie Ticket, Secretary

Shayne Pungowiyi, Recording Secretary

UNADOPTED

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

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

<p>President Margaret Hansen called the 433rd Regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:06 p.m. on Tuesday, January 22, 2025, in Kotzebue Alaska.</p> <p>Board Members present were:</p> <p style="padding-left: 40px;">Millie Hawley Tillie Ticket Carol Schaeffer Marie Greene Jeanne Gerhardt-Cyrus Alice Adams Shannon Melton Joanne Harris Alice Melton-Barr Margaret Hansen Jaylon Pungalik Zamara Ticket</p> <p>A quorum was present.</p> <p>Observed.</p> <p>Millie Hawley made a motion to approve the agenda as presented, Jeanne Gerhardt-Cyrus seconded the motion. The agenda was approved by voice vote.</p> <p>Staff present: Terri Walker-Superintendent; Jeff Alexander, Assistant Superintendent; Kathryn Self, HR Director; Joy Cogburn-Smith, Director of State & Federal Programs; Angela Ipalook, Guest; Kana Howarth, Guest; Willy Hailstone, Guest; Clayton Gindt, KMHS Assistant Principal; Natalie Dickie, Director of the Business Office; Joseph Groves, ATC Director; Tracy Bell, Director of Curriculum; Perrian Windhausen, Director of Student Services; Shayne Pungowiyi, Assistant to Superintendent;</p> <p>Tillie Ticket made a motion to go into Executive Session, Marie Greene seconded the motion. Carol Schaeffer asked to be excused due to a conflict of interest. The board went into Executive Session at 4:10 p.m.</p> <p>Executive Session ended at 6:10 p.m.</p> <p>Tillie Ticket made a motion to go into Executive Session, Alice Melton-Barr seconded the motion. The board went into Executive Session at 6:15 p.m.</p> <p>Executive Session ended at 7:03 p.m.</p> <p>No public comments.</p> <p>School Presentations: School Presentations have been moved to Next Regular Meeting.</p> <p>The January 2025 Employees of the Month awardees that were recognized:</p> <ul style="list-style-type: none"> • Christina Norton, Instructional Aide for the Noatak School • Melissa Hadley, Secretary for the Buckland School • William Zibell, BPO for the Noorvik School • Careene Bravo, Teacher for the Noatak School <p>Superintendent Terri Walker presented her report.</p> <p>Marie Greene made a motion to adopt the consent agenda, with a request to pull the draft Meeting Minutes for November 19, 2024. Alice Melton-Barr seconded the motion. Passed by roll call vote.</p> <p>November 19, 2025, meeting minutes were tabled and need to be represented at the next regular meeting February 25, 2025</p> <p>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 second reading of the proposed revisions to BP 4133/4233/4333 All Personnel - Travel Expenses within the Personnel series. This update includes verbiage from the former duplicate travel policy - BP 3540 and removes reference to Board Members. The Board Policy Committee reviewed the proposed changes and recommends approval. The administration recommends the Board approve the second reading of the proposed revisions to BP 4133/4233/4333 All Personnel - Travel Expenses as presented.</p> <p>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 second reading of the</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p> <p>MOMENT OF SILENCE PLEDGE OF ALLEGIANCE</p> <p>APPROVAL OF AGENDA</p> <p>INTRODUCTION OF STAFF/GUESTS</p> <p>EXECUTIVE SESSION</p> <p>EXECUTIVE SESSION</p> <p>PUBLIC COMMENTS</p> <p>RECOGNITION AND AWARDS</p> <p>SUPERINTENDENT'S REPORT</p> <p>ADOPTION OF CONSENT AGENDA</p> <p>APPROVAL OF MEETING MINUTES</p> <p>APPROVAL OF PROPOSED REVISIONS TO BP 4133/4233/4333 ALL PERSONAL – TRAVEL EXPENSES; SECOND READING</p> <p>APPROVAL OF PROPOSED REVISIONS TO BP 5123 PROMOTIONS/ACCELERATION/RETENTI ON; SECOND READING</p>
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proposed revisions to BP 5123 Promotion/Acceleration/Retention within the Students series. This update revises the policy to reflect the student retention procedures required by the Alaska Reads Act. The Board Policy Committee reviewed the proposed changes and recommends approval. The administration recommends the Board approve the second reading of the proposed revisions to BP 5123 Promotion/Acceleration/Retention as presented.

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 second reading of the proposed revisions to BB 9400 Board Self-Evaluation within the Board Bylaw series. This update revises the policy to all the Board to self-evaluate every other year. The Board Policy Committee reviewed the proposed changes and recommends approval. The administration recommends the Board approve the second reading of the proposed revisions to BB 9400 Board Self-Evaluation as presented.

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 BP 5121 Grades-Evaluation of Student Achievement within the Students series. This policy update reflects AASB's determination that automatically assigning failing grades to students for truancy is not in best practice. 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 BP 5121 Grades-Evaluation of Student Achievement as presented and open for public comments.

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 BP 5125.3 Withholding Grades Diplomas or Transcripts within the Students series. This policy update reflects AASB's determination that BP 5125.3 Withholding Grades, Diplomas, or Transcripts be removed from this policy manual in its entirety. As with BP 5121, AASB believes this policy, which permits the withholding of grades, transcripts, and diplomas if a student is indebted to a district for lost or damaged items, does not reflect best practice. AASB recommends removing and archiving this policy in its entirety for the following reasons:

- Withholding grades, diplomas, or transcripts can have significant long-term consequences for students and their post-secondary employment or education opportunities and, in turn, for their families and communities.
- Students earn their grades and diplomas by demonstrating mastery of the content. If a student has earned their grades or diploma, they should not be withheld as a punishment or deterrence.
- School districts have other means to seek reparations or recover losses from equipment or property damages rather than withholding grades, diplomas, or transcripts.
- The language suggesting that students who are unable to pay for assessed damages should provide voluntary work instead is inequitable. Voluntary work and community service can be an appropriate assignment for all students. Those students whose parents can afford to pay for damages should not be exempt from community service if the district deems this an appropriate response to property or equipment damage.

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 BP 5125.3 Withholding Grades Diplomas or Transcripts as presented and open for public comments.

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 BP 5131.1 Bus Conduct within the Students series. This minor update revises the language of the policy to clarify expectations for students riding the bus. 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 BP 5131.1 Bus Conduct as presented and open for public comment.

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 BP 5131.5 Vandalism, Theft and Graffiti within the Students series. This policy has been updated to reflect the removal of BP 5125.3. 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 BP 5131.5 Vandalism, Theft and Graffiti as presented and open for public comments.

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 BP 5131.6 Alcohol and Other Drugs within the Students series. This revision updates BP 5131.6 to be in compliance with House Bill 202, which passed the legislature and became law this summer. The bill will become effective in December of 2024, but this policy revision may be made now. The bill and policy update requires that districts have opioid overdose drugs available at each main school building and at school-sponsored events. It also requires that a district have at least one person trained to administer the drugs at each main school site. 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 BP 5131.6 Alcohol and Other Drugs as presented and open for public comments.

APPROVAL OF PROPOSED REVISIONS TO BB 9400 BOARD SELF-EVALUATION; SECOND READING

APPROVAL OF PROPOSED REVISIONS TO BP 5121 GRADES-EVALUATION OF STUDENT ACHIEVEMENT; FIRST READING

APPROVAL OF PROPOSED REVISIONS TO BP 5125.3 WITHHOLDING GRADES DIPLOMAS OR TRANSCRIPTS; FIRST READING

APPROVAL OF PROPOSED REVISIONS TO BP 5131.1 BUS CONDUCT; FIRST READING

APPROVAL OF PROPOSED REVISIONS TO BP 5131.5 VANDALISM, THEFT AND GRAFFITI; FIRST READING

APPROVAL OF PROPOSED REVISIONS TO BP 5131.6 ALCOHOL AND OTHER DRUGS; FIRST READING

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 BP 5141.3 Health Examinations within the Students series. This minor update revises language regarding health examinations for students and clarifies that districts may require health examinations for student participation in extracurricular activities. 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 BP 5141.3 Health Examinations as presented and open for public comments.

APPROVAL OF PROPOSED REVISIONS TO BP 5141.3 HEALTH EXAMINATIONS; FIRST READING

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 BP 5141.31 Immunizations within the Students series. This update clarifies that under state law, personal or philosophical opposition to vaccinations is not sufficient to receive an exemption from the state's mandatory vaccination requirements for students. The only exemptions permitted are for medical or religious reasons. The update also provides that students who are considered homeless under the McKinney-Vento Homeless Assistance Act may be provisionally admitted to school even without a vaccination record. 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 BP 5141.31 Immunizations as presented and open for public comments.

APPROVAL OF PROPOSED REVISIONS TO BP 5141.31 IMMUNIZATIONS; FIRST READING

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 BP 5141.51 At-Risk Youths within the Students series. This minor update updates the model policy on At-Risk Youths to utilize best practice language and clarify districts should be an active participant in identifying students in need of aid. 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 BP 5141.51 At-Risk Youths as presented and open for public comments.

APPROVAL OF PROPOSED REVISIONS TO BP 5141.51 AT-RISK YOUTHS; FIRST READING

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 BP 8120 Elections within the Advisory School Councils series. This update includes 2014 AASB revision recommendations on qualifications and procedures. 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 BP 8120 Elections as presented and open for public comments.

APPROVAL OF PROPOSED REVISIONS TO BP 8120 ELECTIONS; FIRST READING

Board approval is required for School Board resignations. A School Board member who wishes to resign may do so by submitting his/her written resignation to the School Board. The Board shall declare the board member's seat vacant upon acceptance of the resignation. The Board may accept the resignation with a deferred effective date. The School Board may declare a regional school board seat vacant if the person elected resigns. A letter of resignation with the effective date of November 3, 2024, was received from Raymond Woods of Shungnak, resigning as a Board Member. Raymond Woods is currently in seat D, Representing District 1 (Ambler, Shungnak, Kobuk), with a term ending in 2027. A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

ACCEPTANCE OF RESIGNATION OF A BOARD MEMBER.

The Board shall:

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

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

The administration recommends that the Board accept the letter of resignation from Raymond Woods, who serves as a NWABSD Board member serving in seat D, Representing District 1 (Ambler, Shungnak, Kobuk), and declare the seat vacant as presented.

The NWABSD administration requests a resolution from the School Board supporting a statutory funding increase to the residential school per-pupil monthly stipend. This support is coming from the following regions BSSD, Nome, Lower Yukon, Chugach, Lower Kuskokwim, Galena City, and Nenana City Residential school stipend funding per current Alaska statute 14.16.200 has remained flat since the 2014-2015 (FY25) school year. Recognizing the need for additional funding, the legislature and the governor provided one-time appropriations totaling \$3,633,950 over FY23, FY24, and FY25. Going into FY26, however, residential schools need a statutory funding increase. Without a funding increase, the FY26 stipend funding amount will revert to statutory FY15 funding levels. The administration recommends that the Board approve Resolution 25-003 supporting a statutory funding increase to the residential school per-pupil monthly stipend as presented.

APPROVAL OF RESIDENTIAL SCHOOL RESOLUTION 25-003

APPROVAL OF HUMAN RESOURCES

APPROVAL OF PURCHASE CURRICULUM ASSOCIATES

APPROVAL OF PURCHASE AMPLIFY MCLASS INTERVENTION WITH PROFESSIONAL DEVELOPMENT

APPROVAL OF FY26 MEMORANDUM OF AGREEMENT; NYANG, SLP

APPROVAL OF FY26 MEMORANDUM OF AGREEMENT; AUTISM PARTNERSHIP-SANFORD SLATER

APPROVAL OF FY26 CONTRACT; SCHOOL PSYCHOLOGIST; EMILY DAVIS, PHD

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

Board approval is required for purchases that exceed \$50,000. Magnetic Reading Foundations. A foundational skills reading supplemental program by i-Ready provides explicit, systematic, and scientifically based reading instruction that moves students from foundational skills to reading fluency. High-interest literary and informational texts draw young readers to grade-level reading, helping to solidify crucial foundational skills such as letter recognition, phonological awareness, phonics, and high-frequency words. Age-appropriate learning opportunities ensure all students are engaged and have access to the right content at the right time. Ready personalized intervention/differentiated instruction. Creates a personalized path of engaging online lessons for our at-risk students. Students receive instruction and practice in areas where they need the most support. Purchase includes professional development for staff. Funding DEED AK Literacy Grand Fund 305. The administration recommends board approval of the purchase of Curriculum Associates Intervention/Literacy Support with Professional Development for an amount not to exceed \$110,000, as presented.

Board approval is required for purchases that exceed \$50,000. mCLASS® Intervention follows a research-based skills progression and uses software to analyze results, form small groups, build engaging lessons for each group, and update skill profiles and groups every 10 days. Educators progress-monitor students on the skills they're working to build. mCLASS Intervention analyzes these results, updates students' placement on the learning progression, and identifies what they should focus on next. The program will complement current MTSS procedures and assist teachers in targeting instruction for students. Funding DEED AK Literacy Grant Fund 305. The administration recommends board approval of the purchase of Amplify mClass Intervention with Professional Development for an amount not to exceed \$54,800.00 as presented

Board approval is required for contracts that exceed \$50,000. Elisabeth Nyang, MA CCC-SLP is a Speech/Language Pathologist who provides oversight, direct, and indirect services, mostly in the form of evaluations, for children 0- 21 primarily located in villages. She is an experienced therapist who has a history of working effectively with staff and students in the special services program. She will provide direct service, consultations, and oversee and conduct speech/language evaluations. This contract will provide her the opportunity to assist the district in providing direct speech therapy service, evaluation, and consultation services as required by law to special education students in the district. Her MOA, including travel, is for \$112,200.

Funding Sources:

- Fund 293 (Special Ed VIB Grant) = \$70,200
- Fund 100 (Special Ed General Fund) = \$32,000
- Fund 294 (ELF Grant) = \$10,000

The administration recommends board approval of the MOA with Elisabeth Nyang, SLP in the amount not to exceed \$ \$112,200.as presented.

Board approval is required for contracts that exceed \$50,000. Autism Partnerships provides oversight, direct, and indirect services for children across the district with extreme behaviors, including autism. The consultants have a history of working effectively with staff and students in the special services program. Autism Partnerships will provide services to students, their teachers, and parents, in the regular and special education programs with challenging behaviors. This contract will provide the opportunity to assist the district in providing services as to improve educational advantages for students in the district. Autism Partnerships also consults with all staff, parents, and community members and agencies. The MOA, which includes travel, is for \$83,000.

Funding Sources:

- Fund 100 (Special Ed General Fund) = \$83,000

The administration recommends board approval of the MOA with Autism Partnerships, in the amount not to exceed \$83,000 as presented.

Board approval is required for contracts that exceed \$50,000. Emily Davis Ph.D., Certified School Psychologist who will provide special education direct service, consultation, supervision, and assessment services for children across the district. She is an experienced Alaskan practitioner who has experience working effectively with staff and students in special services programs within NWABSD. She will provide direct service to students and consultations parents and consultation and mentoring of special education teachers. She will assist with pre-evaluation processes, conduct psychological and special education evaluations, write evaluation summaries and eligibility reports, write Individual education plans for students. This contract will provide her the opportunity to assist the district in providing service, evaluation, and consultation services as required by law to special education students in the district. She will also consult with all staff, parents, and community members and agencies. The contract which includes travel, is for an amount not to exceed \$112,000.

Funding Sources:

- Fund 293 (Special Ed VIB Grant) = \$62,000
- Fund 100 (Special Ed General Fund) = \$50,000

The administration recommends the Board approve the FY-26 contract with Emily Davis, Ph.D., for an amount not to exceed \$112,00 as presented.

Board approval is required for contracts that exceed \$50,000. Method Works provides oversight, direct, and indirect services for children across the district with extreme behaviors, including autism. The consultants have a history of working effectively with staff and students in the special services program. Method Works will provide services to students, their teachers, and parents, in the regular and special education programs with challenging behaviors. This contract will provide the opportunity to assist the district in providing services as to improve educational advantages for students in the district. Method Works also consults with all staff, parents, and community members and agencies. The MOA, which includes travel, is for \$96,000

Funding Sources:

Fund 100 (Special Ed General Fund) = \$96,000.

The administration recommends board approval of the MOA with Method Works, in the amount not to exceed \$96,000 as presented.

Board approval is required for contracts that exceed \$50,000. Janelle Coop, MA CCC-SLP is a Speech/Language Pathologist who provides oversight, direct, and indirect services, mostly in the form of evaluations, for children 0-21 primarily located in villages. She is an experienced therapist who has a history of working effectively with staff and students in the special services program at NWABSD. She will provide direct service, consultations, and oversee and conduct speech/language evaluations.

This contract, partially supported by grants, will provide her the opportunity to assist the district in providing service, evaluation, and consultation services as required by law to special education students in the district. Her MOA, including travel, is for \$112,200.

Funding Sources:

Fund 293 (Special Ed VIB Grant) = \$102,200

Fund 292 (Special Ed 619 Grant) = \$10,000

The administration recommends board approval of the MOA with Janelle Coop, SLP in the amount not to exceed \$112,200. as presented.

Board approval is required for to add a student contact day to the 2025-26 school calendar. This is a request to add an extra student contact day in to the 2025-26 school calendar. This will change student contact days from the required 170 to 171. This added day will allow the district to have one "extra" day in case of a snow day or other school closure day. In order to add this extra day, one Inservice day was changed to a student contact day. See attached. No cost is associated with this action. The administration recommends board approval of the proposed 2025-26 school calendar as presented

Superintendent's out-of-district travel requires Board approval. Request for Out-of-District Travel by the Superintendent Upcoming Travel Dates. The administration recommends that the Board approve the Superintendent's request for out-off-district travel as presented.

Award of funding from Alaska Housing Finance Corporation for construction of two teacher housing duplexes in Noatak requires Board Approval. The Alaska Housing Finance Corporation (AHFC) has a program to encourage the development of housing for teachers, health professionals and public safety in rural areas. District applied for two grants in October and was awarded both, one at \$700,000 and one at \$595,750. Two approvals are needed to move this project forward. Before JMCC and the Board is the acceptance of the \$1,295,750 in AHFC funding. Before the Budget Committee and the Board is the allocation of the required match. A minimum 15% match is required, and in August the board was presented with a potential \$400,000 match for each duplex, or a total potential match of \$800,000. Based on the actual funds awarded, a minimum 15% match would be \$194,362.50. However, the cost of each unit is estimated to exceed that level of funding. Duplex #1 is estimated at \$857,197 and Duplex #2 at \$870,585. Based on the AHFC funding provided, an additional \$432,032 is needed to complete the work, based on the estimated costs. CIP Manager recommends a total match of \$440,000 recognizing this is much lower than the former Property Services Director's original estimate. Depending on actual costs, additional funding may be requested at a future date, although the goal is to perform the work with the \$1,295,750 from AHFC and \$440,000 District match. The administration recommends that the Board approve the acceptance of the award of \$1,295,750 in funding from the Alaska Housing Finance Corporation for the construction of two, two-bedroom duplexes in Noatak and delegation of authority to the Superintendent to establish the project budgets as presented.

Department of Education and Early Development (DEED) School Construction Grant applications for FY 2027 are due September 1, 2025. 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 2027 are due by September 1, 2025, 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. Approval is requested by the Regional School Board of the preliminary Six-Year CIP in January so that applications and support documentation may be prepared between now and September. Final approval of the Six-Year CIP will be requested in August. Modifications to the list may occur between now and August based on what is funded by the legislature in FY26 budgets. Slight project modifications may also be made to project's Scope of Work and estimated costs as informed by the design and application work that will occur between January and August. It is assumed that Districtwide Fire Systems Replacement, 6 sites, will be funded by the legislature in FY26 based on it's ranking as #3 on their priority list. Roughly \$13M is needed from the legislature for this project and the #1 and #2 projects to be funded. No other NWABSD projects are expected to be fully funded this legislative session. Attached is a proposed preliminary FY 2027 – FY 2032 Six-Year CIP list that includes a description of the proposed projects, and their anticipated costs at this time. The administration recommends approval of the preliminary FY27 Six-Year Capital Improvement Plan, as presented.

APPROVAL OF FY26 MEMORANDUM OF AGREEMENT; METHOD WORKS

APPROVAL OF FY26 MEMORANDUM OF AGREEMENT; COOP, SLP

APPROVAL OF FY25-26 CALENDAR

APPROVAL OF SUPERINTENDENTS OUT-OF-DISTRICT TRAVEL

APPROVAL OF FUNDING-AHFC RURAL PROFESSIONAL HOUSING GRANTS-NOATAK

APPROVAL OF PRELIMINARY FY-27 SIX YEAR CAPITAL IMPROVEMENT PLAN

Commitment of matching funds for the award of funding from Alaska Housing Finance Corporation for construction of two teacher housing duplexes in Noatak requires Board Approval. The Alaska Housing Finance Corporation (AHFC) has a program to encourage the development of housing for teachers, health professionals and public safety in rural areas. District applied for two grants in October and was awarded both, one at \$700,000 and one at \$595,750. Two approvals are needed to move this project forward. Before JMCC and the Board is the acceptance of the \$1,295,750 in AHFC funding. Before the Budget Committee and the Board is the allocation of the required match. A minimum 15% match is required, and in August the board was presented with a potential \$400,000 match for each duplex, or a total potential match of \$800,000. Based on the actual funds awarded, a minimum 15% match would be \$194,362.50. However, the cost of each unit is estimated to exceed that level of funding. Duplex #1 is estimated at \$857,197 and Duplex #2 at \$870,585. Based on the AHFC funding provided, an additional \$432,032 is needed to complete the work, based on the estimated costs. CIP Manager recommends a total match of \$440,000 recognizing this is much lower than the former Property Services Director's original estimate. Depending on actual costs, additional funding may be requested at a future date, although the goal is to perform the work with the \$1,295,750 from AHFC and \$440,000 District match. The administration recommends that the Board approve not to exceed \$440,000 in matching funds for the \$1,295,750 grant award from the Alaska Housing Finance Corporation for the construction of two two-bedroom duplexes in Noatak, as presented.

Ensure budget integrity and transparency. At issue is the approval of anticipated use of approved NANA funding for FY25 of \$1.5 million, to benefit the Alaska Technical Center in the amount of \$500,000, the Student Activities Program in the amount of 700,000, and the Language and Culture programs, in the amount of \$300,000. The administration recommends the Board approve the FY25 Nana Funding Breakdown as presented.

The School Board shall establish and maintain a balanced budget.

Approved Budget Revisions: Original Budget – Approved at the April 30, 2024, Regular School Board Meeting, Revenue: \$63,879,260 - Expenditures: \$66,535,595

Revisions #1: Approved at the August 27, 2024, meeting – Revenue: \$67,624,192 – Expenditures: \$67,510,831

Revision #2: (Presented for Review): **Revenues:** \$79,634,230 **Expenditures:** \$80,953,218 **Transfer in** (Other funds): \$1,500,00 **Transfer out** (Other funds): \$3,005,214 (no change)

Revenue Adjustments in Revision #2: Increase in Budgeted Revenue: FY25 e-rate funding commitment: \$12,247,725 **Decreases in Budgeted Revenue:** Actual Student counts from the fall OASIS report, approximately 60 less students (\$1,863,494) Quality Schools funding adjustments: (\$4,353) FY25 Impact Aid adjustment based on FY24 receipts: (\$34,392) **Total Revenue Decreased: (\$1,902,239)**

Transfers In: Transfer \$1,500,00 from CIP reserved Local Share to the General Fund for projected to actual FY25 Foundation funding. – Current balance in CIP reserved Local Share **\$4,080,144**

Expenditure Adjustments: - Reallocation of Funds: Adjusted to reflect actual expenditures and corrections with no fiscal impact. – **Increase in E-rate Service Costs:** Additional cost of **\$13,285,657**

The administration recommends the Board approve Revision #2 of the FY25 General Fund Operating Budget as presented.

Margaret Hansen: Thank you all for being here and working through these items. We truly appreciate it, advocating for our kids.

The next Regular Board meetings of the NWABSD Board of Education will be held on February 24 & 25, 2025 virtually.

Marie Greene moved to adjourn the meeting, seconded by Tillie Ticket.

Motion passed with unanimous consent. The meeting adjourned at 7:18 p.m.

Tillie Ticket, Secretary

Shayne Pungowiyi, Recording Secretary

APPROVAL OF MATCH – AHFC RURAL PROFESSIONAL HOUSING GRANTS – NOATAK

APPROVAL OF FY25 NANA FUNDING BREAKDOWN

APPROVAL OF FY25 GENERAL FUND BUDGET REVISION #2

BOARD COMMENTS

DATE/TIME OF NEXT BOARD MEETING

ADJOURNMENT

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-072

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5121
Grades-Evaluation of
Student Achievement;
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 BP 5121 Grades-Evaluation of Student Achievement.

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 BP 5121 Grades-Evaluation of Student Achievement within the Students series.

This policy update reflects AASB's determination that automatically assigning failing grades to students for truancy is not in best practice.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions to BP 5121 Grades-Evaluation of Student Achievement as presented;
2. Do not approve the second reading of the proposed revisions to BP 5121 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions to BP 5121 Grades-Evaluation of Student Achievement as presented.

BP 5121 GRADES/EVALUATION OF STUDENT ACHIEVEMENT

The School Board believes that students and parents/guardians have the right to receive course grades that represent an accurate evaluation of the student's achievement. Teachers shall evaluate a student's work in relation to standards which apply to all students at his/her grade level, not in relation to the work of other students in one particular class.

Grades should be based on impartial, consistent observation of the quality of the student's work and his/her mastery of course content and objectives as demonstrated through classroom participation, homework and tests. The student's behavior and effort shall be reported in separate evaluations, not in his/her academic grade.

(cf. 5113 - Absences and Excuses)

(cf. 5123 - Promotion/Acceleration/Retention)

(cf. 5124 - Communication with Parents/Guardians)

(cf. 5125.3 - Challenging Student Records)

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

Note: The following optional paragraph requires performance or skill-based evaluations rather than letter grades for children in the early elementary grades and may be revised as desired to reflect district philosophy and needs.

In order to promote self-esteem and experiences of success, students in kindergarten through second grade shall receive narrative performance or skill-based evaluations rather than letter grades.

The Superintendent or designee shall establish and regularly evaluate a uniform grading system. Principals shall ensure that student grades conform to this system.

Unexcused Absences

Note: The following optional policy authorizes teachers to modify grades for students who have excessive unexcused absences and may be revised or deleted as desired. While the use of academic penalties for truancy is probably permissible, districts must bear in mind that academic penalties are a severe form of sanction with the potential for permanent harm. In adopting such a policy, several precautions should be followed. First, the school policy must be applied fairly and consistently among students; there should be no question about arbitrary or capricious enforcement. Second, the severity of the academic penalty should correspond to the gravity of the offense. Third, students should be warned ahead of time of all requirements and consequences pertaining to the use of academic penalties. Finally, students should be accorded due process before penalties are consummated, including an opportunity for the student to explain his or her conduct.

If a student misses class without an excuse and does not subsequently turn in homework, take a test, or fulfill another class requirement that they missed, the teacher may lower the student's grade for nonperformance. Teachers shall inform students about the class grading system at the beginning of the semester.

~~Revised: March 29, 2006~~

Adopted: April 28, 2004

Revised: March 29, 2006

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-073

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions BP 5125.3
Withholding Grades
Diplomas or Transcripts;
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 BP 5125.3 Withholding Grades Diplomas or Transcripts.

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 BP 5125.3 Withholding Grades Diplomas or Transcripts within the Students series.

This policy update reflects AASB's determination that BP 5125.3 Withholding Grades, Diplomas, or Transcripts be removed from this policy manual in its entirety.

As with BP 5121, AASB believes this policy, which permits the withholding of grades, transcripts, and diplomas if a student is indebted to a district for lost or damaged items, does not reflect best practice. AASB recommends removing and archiving this policy in its entirety for the following reasons:

- a. Withholding grades, diplomas, or transcripts can have significant long-term consequences for students and their post-secondary employment or education opportunities, and in turn, for their families and communities.
- b. Students earn their grades and diplomas by demonstrating mastery of the content. If a student has earned their grades or diploma, they should not be withheld as a punishment or deterrence.
- c. School districts have other means to seek reparations or recover losses from equipment or property damages, rather than withholding grades, diplomas, or transcripts.

The language suggesting that students who are unable to pay for assessed damages should provide voluntary work instead is inequitable. Voluntary work and community service can be an appropriate assignment for all students. Those students whose parents can afford to pay for damages should not be exempt from community service if the district deems this an appropriate response to property or equipment damage.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions BP 5125.3 Withholding Grades Diplomas or Transcripts as presented;
2. Do not approve the second reading of the proposed revisions to BP 5125.3 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions BP 5125.3 Withholding Grades Diplomas or Transcripts as presented.

~~BP 5125.3 WITHHOLDING GRADES, DIPLOMA OR TRANSCRIPTS~~

~~**Note:** The following optional policy is intended as a means to obtain reparation for damages or losses to district property.~~

~~When school property has been willfully damaged or not returned upon demand, the Superintendent or designee shall inform the parent/guardian in writing of the responsible student's alleged misconduct and the reparation that is due.~~

~~This notice shall include a statement that the district may withhold grades, progress reports, diploma or transcripts from the student and parent/guardian until reparation is made, except that records will be released to another school district to which the student has transferred.~~

~~(cf. 5131.5 – Vandalism, Theft and Graffiti)~~

~~(cf. 6161.2 – Damaged or Lost Instructional Materials)~~

~~Upon notification that grades, progress reports, diploma, and/or transcript will be withheld, the student, parents or guardian may request an opportunity to meet with the appropriate school official to receive an explanation of the evidence of property damage and to provide their own evidence disputing the cause of the property damage and/or the amount of damage. This meeting must be requested within five (5) school days of the student/parents' receipt of the notice, or the right to a meeting is waived.~~

~~If the student and parent/guardian are unable to pay for the damages or return the property, the Superintendent or designee shall provide a program of voluntary work for the student. When this voluntary work is completed, the student's grades, progress reports, diploma or transcripts shall be released. Alternatively, at the Superintendent's discretion, the district may release grades, progress reports, diploma, or transcript if the student and parent/guardian are unable to pay reparations due to severe financial hardship.~~

~~**Note:** School districts may bring a civil action against one or both parents of a student who knowingly or intentionally destroys district property. Parents are liable for damages in an amount not to exceed \$15,000 and are also responsible for the court costs incurred by the district in bringing the action. If the parents have insurance that covers the damages claimed by a school district, and the policy limit is in excess of \$15,000, the district can recover up to \$25,000, or the policy limits, whichever amount is lower.~~

~~Nothing in this policy is intended to prevent inspection of a student's records by his or her parents or guardians, or by the student if 18 or older.~~

~~Legal Reference:~~

ALASKA STATUTES

~~09.65.255~~ ~~Liability for acts of minors~~

~~14.03.115~~ ~~Access to school records by parent, foster parent or guardian~~

~~14.30.710~~ ~~Required records upon transfer~~

UNITED STATES CODE

~~20 USC 1232g~~, ~~Family Educational Rights & Privacy Act~~

CODE OF FEDERAL REGULATIONS

~~34 C.F.R. 99.10~~, ~~Parent inspection of education records~~

Revised: August 31, 2010

Adopted: April 28, 2004

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-074

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions BP 5131.1 Bus
Conduct; 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 BP 5131.1 Bus Conduct.

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 BP 5131.1 Bus Conduct within the Students series.

This minor update revises the language of the policy to clarify expectations for students riding the bus.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions BP 5131.1 Bus Conduct as presented;
2. Do not approve the second reading of the proposed revisions to BP 5131.1 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions BP 5131.1 Bus Conduct as presented.

BP 5131.1 BUS CONDUCT

~~Bus transportation is a privilege extended only to students who display good conduct while preparing to ride, riding or leaving the bus. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied transportation.~~

Positive, civil, and respectful behavior contributes to the safety and well-being of school bus passengers, drivers, and others. While preparing to ride, riding, or leaving the bus, students are required to observe school behavioral rules, bus safety regulations, and standards of conduct that provide for their safety and welfare, and the safety and welfare of others. Serious and/or repeated disciplinary problems on the bus may result in a student having their riding privileges suspended.

The Superintendent or designee shall inform parents/guardians and students ~~regarding~~ of regulations related to bus conduct, bus driver authority, and the suspension of riding privileges.

(cf. 3540 et seq. - Transportation)

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-075

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions BP 5131.5
Vandalism, Theft and
Graffiti; 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 BP 5131.5 Vandalism, Theft and Graffiti.

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 BP 5131.5 Vandalism, Theft and Graffiti within the Students series.

This policy has been updated to reflect the removal of BP 5125.3.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions BP 5131.5 Vandalism, Theft and Graffiti as presented;
2. Do not approve the second reading of the proposed revisions to BP 5131.5 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions BP 5131.5 Vandalism, Theft and Graffiti as presented.

BP 5131.5 VANDALISM, THEFT AND GRAFFITI

The School Board considers vandalism a very serious matter. Vandalism includes the negligent, willful, or unlawful damaging or theft of any district-owned real or personal property, including the writing of graffiti.

(cf. 3515.4 - Recovery for Property Loss or Damage)

Any district student who commits an act of vandalism shall be subject to disciplinary action, reparation for damages, and may be reported to law enforcement. ~~If reparation of damages is not made, the district also may withhold the student's grades, diploma and/or transcripts.~~

~~*(cf. 5125.3 - Withholding Grades, Diploma or Transcripts)*~~

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

Legal Reference:

ALASKA STATUTES

[09.65.255](#) *Liability for acts of minors*

[14.33.130](#) *Enforcement of approved program [school disciplinary & safety program]; additional safety obligations*

~~*Revised: April 05, 2010*~~

Adopted: April 28, 2004

~~*Revised: April 05, 2010*~~

~~*Revised:*~~

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-076

FR: Office of the Superintendent

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

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 BP 5131.6 Alcohol and Other Drugs within the Students series.

This revision updates BP 5131.6 to be in compliance with House Bill 202, which passed the legislature and became law this summer. The bill will become effective in December of 2024, but this policy revision may be made now. The bill and policy update requires that districts have opioid overdose drugs available at each main school building and at school-sponsored events. It also requires that a district have at least one person trained to administer the drugs at each main school site.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions BP 5131.6 Alcohol and Other Drugs as presented;
2. Do not approve the second reading of the proposed revisions to BP 5131.6 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions BP 5131.6 Alcohol and Other Drugs as presented.

BP 5131.6 ALCOHOL AND OTHER DRUGS

Note: Districts must have in place written standards to address the needs of students for whom mental health or substance abuse may be a contributing factor to noncompliance with the school disciplinary and safety program. [AS 14.33.120\(a\)\(6\)](#). In addition, districts receiving funds for prevention programs pursuant to the Drug-Free Schools and Community Act of 1986, as amended by the Every Student Succeeds of 2015 Act, are required to have a policy on drug abuse prevention instruction and procedures for eliminating the sale or use of alcohol and other drugs. ESSA also requires that those districts inform and involve parents in violence and drug prevention efforts. Districts must make reasonable efforts to inform parents of the content of safe and drug-free school programs and activities other than classroom instruction. If a parent objects in writing, the district must withdraw the student from the program or activity. [AS 14.30.360](#) encourages districts to provide K-12 health education, including alcohol and drug abuse education. The following sample policy may be revised as appropriate.

Note: Despite the passage of [AS 17.38](#), effective February of 2015, which authorizes the use of marijuana under certain conditions, all use, possession and distribution of marijuana by those under 21 is illegal. In addition, as a recipient of federal funds, the district is obligated to maintain a drug-free workplace consistent with federal law, which prohibits the manufacture, distribution, possession and sale of marijuana for all individuals, regardless of age. For purposes of the district's policy and legal obligation, marijuana is prohibited.

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

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

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

Note: Drug use by students is not limited to illegal drugs and can also include abuse of prescription drugs and over-the-counter medications. There is also a growing problem of youth using what are commonly referred to as designer or synthetic drugs. Designer or synthetic drugs come in various forms and may be a chemical compound, a plant-based substance, or a combination. Common names for these drugs include bath salts, K2, spice, salvia, and synthetic marijuana. These drugs have serious and dangerous effects. Synthetic marijuana is an illegal substance in Alaska. [AS 11.71.040-050](#), [11.71.160](#). The following optional language prohibits the possession, use, or distribution of “prohibited drugs,” which includes all dangerous substances that pose a risk to district students.

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

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

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

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

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

To obtain the widest possible input and support for district policies and programs, the School Board shall appoint a districtwide school-community advisory committee to make recommendations related to the prevention of alcohol and other drug abuse. The committee should make its recommendations based on input from students, parents,

teachers, school administrators, and community members. The School Board also encourages the use of site-level advisory groups in this area.

(cf. 1220 - Citizen Advisory Committees)

Opioid Overdose Protection

In accordance with AS 14.30.145, the Superintendent shall ensure that:

- 1) A person trained to administer an emergency opioid overdose drug is on site when the main school building of each school in the school district is open to students or staff, including periods when the school building is open before and after school hours and during weekend activities; and during each school-sponsored event conducted on school grounds.
- 2) The main school building of each school in the school district has at least two doses of an emergency opioid overdose drug available on site; and
- 3) At least one dose of an emergency opioid overdose drug is available during a school-sponsored event conducted on school grounds.

Per AS 14.30.145, a school district, school, or individual is not liable for civil damages for an injury to another individual resulting from a failure to possess or maintain an emergency opioid overdose drug as required by the statute.

Instruction

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

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

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

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

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

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

(cf. 6142.2 - AIDS Instruction)

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

Intervention

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

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

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

Nonpunitive Self-Referral

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

Enforcement/Discipline

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

marijuana or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

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

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

(cf. 5145.12 - Search and Seizure)

Legal Reference:

ALASKA STATUTES

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

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

[14.30.145](#) *Opioid overdose drugs*

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

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

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

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

UNITED STATES CODE

Elementary and Secondary Education Act of 1965, [20 U.S.C. §§ 7116, 7163](#), as amended by the Every Student Succeeds of 2015 Act [P.L. 114-95 P.L. 107-110](#),

Adopted: April 28, 2004

Revised: November 17, 2015

Revised: August 30, 2023

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-077

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions BP 5141.3
Health Examinations;
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 BP 5141.3 Health Examinations.

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 BP 5141.3 Health Examinations within the Students series.

This minor update revises language regarding health examinations for students and clarifies that districts may require health examinations for student participation in extracurricular activities.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions BP 5141.3 Health Examinations as presented;
2. Do not approve the second reading of the proposed revisions to BP 5131.3 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions BP 5141.3 Health Examinations as presented.

BP 5141.3 HEALTH EXAMINATIONS

Note: Effective June 30, 2016, districts are no longer required by state law to provide for or require each child to have a physical examination and a vision and hearing screening examination upon entry into school and at regular intervals as determined by the school board. While districts are no longer required to provide for and require physical examinations of every child attending school, the Department of Health ~~and Social Services~~ may require the district to conduct physical examinations it considers necessary and may reimburse the district for examinations. The following optional policy may be revised or deleted as needed.

~~**Note:** If a school district will be using federal money to perform exams or screenings on students, the district must annually notify parents of the exam or screening, except for hearing, vision, or scoliosis screenings. The following language implements federal law.~~

The School Board recognizes the importance of and encourages periodic comprehensive physical health examinations, especially upon entry into school at the beginning of the school year. In order to identify barriers to learning, and determine whether treatment or special adaptations of the school program may be necessary, the School Board shall may require vision and hearing screening examinations upon entry into school or as soon as practical, and at regular intervals, as necessary. All personnel employed to examine students shall exercise proper care of each student being examined and shall ensure that the examination results are kept confidential.

Note: If a school district will be using federal money to perform exams or screenings on students, the district must annually notify parents of the exam or screening, except for hearing, vision, or scoliosis screenings. The following language implements federal law.

The district will annually notify parents of physical exams or screenings of students, except for routine vision, hearing, or scoliosis screenings.

Students who wish to participate in certain extracurricular activities may be required to submit to a physical examination to verify their ability to participate in the activity.

(cf. 6145.2 – Interscholastic Competition)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.22 - Infectious Diseases)

Legal Reference:

ALASKA STATUTES

[14.30.065](#) *Supervision*

[14.30.070](#) *Physical examination required*

[14.30.127](#) *Vision and hearing screening examinations*

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.055](#) *Immunizations required*

UNITED STATES CODE

[42 U.S.C. §§ 12101](#) *et seq. (2014)*

[20 U.S.C. §§ 1232G](#) (2013)

[20 U.S.C. §§ 1232h](#) (2002)

[29 U.S.C. § 794\(a\)](#) (2002)

CODE OF FEDERAL REGULATIONS

[34 C.F.R pt.99](#) (2011)

Revised: August 30, 2016

Adopted: April 28, 2004

Revised: August 30, 2016

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-078

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions BP 5141.31
Immunizations; 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 BP 5141.31 Immunizations.

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 BP 5141.31 Immunizations within the Students series.

This update clarifies that under state law, personal or philosophical opposition to vaccinations is not sufficient to receive an exemption from the state's mandatory vaccination requirements for students. The only exemptions permitted are for medical or religious reasons. The update also provides that students who are considered homeless under the McKinney-Vento Homeless Assistance Act may be provisionally admitted to school even without a vaccination record.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions BP 5141.31 Immunizations as presented;
2. Do not approve the second reading of the proposed revisions to BP 5131.31 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions BP 5141.31 Immunizations as presented.

BP 5141.31 IMMUNIZATIONS

Note: *Effective July 1, 2009, school children must be immunized against varicella. ~~one additional immunization will be required for school children: varicella.~~*

Prior to first entry into school, a child must be fully immunized as required by law against diphtheria, pertussis, tetanus, polio, measles, rubella, mumps, hepatitis A, ~~and hepatitis B,~~ and varicella. Children over the age of 12 shall not be required to be immunized against rubella (4 AAC 06.055); ~~and beginning July 1, 2009 a child must be fully immunized as required by law against varicella (4 AAC 06.055).~~

Any student who does not show evidence of required immunization or who does not present a letter or affidavit from the parent/guardian or physician, physician's assistant, or advanced nurse practitioner stating reasons for exemption based on medical reasons or ~~personal religious~~ beliefs, as set forth in 4 AAC 06.055(b), shall be excluded from school until such time as the immunization is obtained or affidavit of exemption has been filed with the school. Exemptions must be renewed annually. Personal or philosophical objections to immunizations are not permitted per 4 AAC 06.055.

The Superintendent or designee shall exclude those students who fail to meet immunization requirements as required by law.

Provisional Admission

Where regular weekly medical services are not available, the Superintendent or designee may grant provisional admission to students in exceptional circumstances for up to 90 days.

Homeless students, under the definition of the McKinney-Vento Homeless Assistance Act, who do not have a record of required immunizations may be provisionally enrolled for up to 30 days if a parent or legal guardian attests in writing that they have received the required immunizations.

(cf. 5112.2 - Exclusion)

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

Note: *Pursuant to 4 AAC 06.055 immunizations must be provided by state or federal health services if otherwise unavailable in the district or if unaffordable.*

Provisional admissions shall be reported to the Department of Health ~~and Social Services~~. The Superintendent or designee shall inform parents/guardians of available immunization services and state or federal assistance.

Legal Reference:

ALASKA STATUTES

[14.30.065](#) Supervision

[14.30.125](#) Immunization

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.055](#) Immunizations required

~~Revised: January 27, 2009~~

Adopted: April 28, 2004

Revised: January 27, 2009

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-079

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions BP 5141.51 At-
Risk Youths; 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 BP 5141.51 At-Risk Youths.

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 BP 5141.51 At-Risk Youths within the Students series.

This minor update updates the model policy on At-Risk Youths to utilize best practice language and clarify districts should be an active participant in identifying students in need of aid.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions BP 5141.51 At-Risk Youths as presented;
2. Do not approve the second reading of the proposed revisions to BP 5141.51 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions BP 5141.51 At-Risk Youths as presented.

BP 5141.51 AT-RISK YOUTHS

The School Board recognizes that personal, social, economic, and health circumstances of children and families may contribute to students' risk of school failure. believes that, in order to benefit from a learning environment, students must be as free as possible from the dilemma imposed by personal and societal problems. Danger signs for the various at-risk categories must be taken seriously. District personnel must be concerned for the personal development of students, as well as their academic development. District assessments and evaluations shall be used to identify students performing well below grade-level or at risk of failing to meet district standards.

The Superintendent or designee shall investigate and recommend programs that which will address the needs of at-risk youths. At-risk youths include, but are not limited to, those students who abuse drugs or alcohol, are suicidal engage in self-harm or express suicidal ideations, exhibit have serious attendance problems, drop out of school, are abused or neglected, disadvantaged children are experiencing homelessness, or are pregnant or parenting minors.

Program planning should examine, but is not limited, to the following:

1. Classroom learning experiences and the integration of primary prevention programs into the classroom.
2. Staff professional development requirements.
3. District liability.
4. Community resources.
5. Crisis response/intervention teams.
6. Peer counseling.
7. Parent/guardian education.
8. Student Study Teams.
9. Kindergarten through 12 counseling and guidance curriculum.
10. Attendance and policy procedures.
11. Student discipline.
12. Alternative programs.

(cf. 5131.6 - Drugs, Alcohol and Tobacco)

(cf. 5141.4 - Child Abuse and Neglect)

(cf. 5141.52 - Suicide Prevention)

(c.f. 5141.41 - Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 5147 - Dropout Prevention Program)

(cf. 5148 - Child Care)

~~Revised: June 2017~~

Adopted: April 28, 2004

Revised: June 2017

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-080

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions BP 8120
Elections; 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 BP 8120 Elections.

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 BP 8120 Elections within the Advisory School Council series.

This update includes 2014 AASB revision recommendations on qualifications and procedures.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions BP 8120 Elections as presented;
2. Do not approve the second reading of the proposed revisions to BP 8120 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading of the proposed revisions BP 8120 Elections as presented.

BP 8120 ELECTIONS

Note: Pursuant to AS 14.08.115 and AS 14.12.035, the school board prescribes the manner of selecting advisory boards. Effective 2014, regional educational attendance areas ("REAA's") may request that advisory school board elections be conducted by the Division of Elections ("Division"). If a request is made, the election will be held on the first Tuesday in October. AS 14.08.071(e). In such a case, the role of the Division is limited and REAA's retain most of the obligations for conducting the election. In addition, the Division will only conduct advisory school board elections in those communities where the Division is already scheduled to conduct an in-person election for the regional school board. The following policy provides optional language for REAA's desiring to have the Division conduct advisory school board elections. That language incorporates the requirements of 6 AAC 27.180, Advisory school board elections.

All qualified and interested individuals are encouraged to serve the district and its students by seeking election to the advisory school council. The district shall be responsible for conducting advisory school council elections for the respective attendance areas.

~~Second class cities within the district shall be responsible for conducting all phases of Advisory School Council elections for their respective attendance areas. The city council of each second class city shall certify and forward the election results to the School Board. The 40% election requirement of AS 29.28.040 does not apply to the Advisory School Council Elections.~~

The Superintendent or designee shall make the necessary procedures, forms and staff assignments for the conduct of elections ~~for those portions of the district not organized into second class cities.~~

Qualifications for Candidates and Voters

An individual is eligible to seek election to the advisory school council if the person meets the voter qualifications set forth below, and has never been convicted of a crime requiring registration on any sexual offender list, or a crime against children.

An individual ~~must qualify with respect to~~ the following ~~elements before he/she may~~qualifications is eligible to vote in an Advisory School Council election:

- ~~The voter or candidate must be~~is a United States citizen;-
- ~~The voter or candidate must be at least~~is 18 years of age ~~on the date of the election or older~~;-
- ~~2.3.~~ is a registered voter in the State of Alaska;
- ~~The voter or candidate must be~~has been a resident of the ~~municipality or~~ school attendance area for at least 30 days before the date of the election; and

3-5. _____ is not disqualified from voting due to: a) conviction of a felony involving moral turpitude, assuming voting rights have not been restored; or b) a court finding of incompetency, unless the disability no longer exists.-

Note: The following language should be utilized if the School Board has determined that student members are permitted to serve on advisory school councils.

A district student is eligible for appointment as a Student Advisory School Council Member without meeting the above qualifications.

An individual must qualify with respect to the following elements before he/she may be a candidate for an Advisory School Council seat:

1. The candidate must be qualified to vote in the Advisory School Council Election.
2. The candidate must not have been convicted of any sex-related crime.

Note: The following options may be selected based on district philosophy and needs.

School board members may hold concurrent membership on both the School Board and local Advisory School Council.

Note: The following optional language may be used by regional educational attendance areas that desire to have advisory school board elections conducted by the Division of Elections. The written request must be made by the Superintendent to the Division of Elections at least 150 days before the election date. The request needs to include a list of communities where the advisory school board elections are to be conducted and the name and contact number for each site administrator or designee. The list can only include those communities where the Division is already scheduled to conduct a simultaneous in-person Regional School Board election. In addition, the request must include the district's agreement to do the following: 1) be responsible for all advertising and public notices for the election; 2) printing the advisory school board ballots on colored paper and delivering them to the polling sites; 3) retrieving the voted ballots from the Division representative when the polls close; 4) tallying the ballots and notifying the public of election results; and 5) certifying the election and notifying the candidates of certification. Finally, the Superintendent can request a separate list of voters registered in the precinct for use during the advisory school board election. AS 14.08.071; 6 AAC 27.180.

Election Procedures

The Superintendent may make a timely request that the Division of Elections conduct the advisory school council elections at the same time as the Regional School Board election, occurring annually on the first Tuesday in October. The advisory school council and regional school board elections shall be conducted separately. The Superintendent shall oversee the district's obligations for the advisory school council elections, including

advertising, printing and delivering of ballots, tallying of ballots, and certification of the advisory school council elections.

Legal Reference:

ALASKA STATUTES

[14.08.071 Elections, advisory votes](#)

[14.08.115 Advisory school boards in REAA](#)

[14.12.035 Advisory school boards in borough school districts](#)

ALASKA ADMINISTRATIVE CODE

[6 AAC 27.180 Advisory school board elections](#)

~~*Revised: October 29, 2002*~~

Adopted: March 28, 1995

Revised: October 29, 2002

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-081

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9020
Board Standards; 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 BB 9020 Board Standards 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 BB 9020 Board Standards within the Board Bylaw series.

This model policy was adopted by AASB in 1992 and is new to the NWABSD. The NWABSD Board Policy Committee recommended reviewing it. This update further includes culturally responsive language.

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 BB 9020 Board Standards as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9020 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BB 9020 Board Standards as presented and open for public comments.

BB 9020 BOARD STANDARDS

The School Board believes that it should hold itself to high standards of the Iñupiat Iitqusiatic, performance, accountability and conduct in order to meet the public trust that has bestowed by the public election of each member.

Therefore, the School Board has adopted the Board Standards established by the Association of Alaska School Boards, which provide a framework for effective school governance and keep the School Board's focus on cultural responsiveness and student achievement.

Regular efforts will be made to orient new board members to the board standards, provide on-going board development opportunities to assist all board members in meeting those standards, and assess board performance to measure the School Board's effectiveness in meeting them.

(cf. 9000 - Role of School Board and Members)

(cf. 9230 - Orientation)

(cf. 9240 - School Board Development)

(cf. 9400 - School Board Self-Evaluation)

Added 9/99

9/92 Adopted:

Northwest Arctic Borough School District

AASB Policy Reference Manual

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-082

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9223
Board Vacancies; 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 BB 9223 Board Vacancies 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 BB 9223 Board Vacancies within the Board Bylaw series.

This update includes updates from AASB from 2007. The bylaw was reviewed at the recommendation of the board.

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 BB 9223 Board Vacancies as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9223 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BB 9223 Board Vacancies as presented and open for public comments.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-083

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9270
Conflict of Interest; 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 BB 9270 Conflict of Interest 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 BB 9270 Conflict of Interest within the Board Bylaw series.

This update includes the word "immediate" before family and defines immediate family.

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 BB 9270 Conflict of Interest as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9270 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BB 9270 Conflict of Interest as presented and open for public comments.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-084

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9320
Meetings; 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 BB 9320 Meetings 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 BB 9320 Meetings within the Board Bylaw series.

This update includes additional language to clarify that poll voting by a school board is not permitted and all official board action must be taken in an open meeting.

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 BB 9320 Meetings as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9320 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BB 9320 Meetings as presented and open for public comments.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-085

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9322
Agenda/Meetings
Materials; 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 BB 9322 Agenda/Meetings Materials 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 BB 9322 Agenda/Meetings Materials within the Board Bylaw series.

This update clarifies that a board president and superintendent may reject community requests to place an item on the board agenda.

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 BB 9322 Agenda/Meetings Materials as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9322 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BB 9322 Agenda/Meetings Materials as presented and open for public comments.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-086

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 1250
Volunteer Assistance; 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 1250 Volunteer Assistance 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 1250 Volunteer Assistance within the Community Relation series.

This update modifies BP 1250 to clarify that background checks should be completed for all volunteers, regardless of the number of hours worked. It also clarifies that school visitors do not need to obtain a background check.

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 1250 Volunteer Assistance as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 1250 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 1250 Volunteer Assistance as presented and open for public comments.

BP 1250 VOLUNTEER ASSISTANCE

~~The Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students. The wealth of experience available in the community is a resource that should be used in appropriate ways to enrich the educational program and strengthen our schools' relationships with homes, businesses, public agencies and private institutions. By their presence, volunteers also can make school environments safer and more closely supervised. The School Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students.~~

The Superintendent or designee may authorize the use of volunteers. The Superintendent or designee shall establish regulations to protect the safety of both students and volunteers. ~~Including background check for crimes involving moral turpitude.~~

Note: The following optional paragraph is offered for districts that wish to provide students the greatest possible protection, and should be revised or deleted based on the district's needs and ability to implement this policy.

All persons who wish to volunteer service with or around students must undergo a background check.

Like employees and students, volunteers shall act in accordance with district policies and regulations.

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

(cf. 1260 - Visits to the school)

(cf. 5141.42 – Professional Boundaries of Staff with Students)

(cf. 4112.5 / 4212.5 / 4312.5 – All Personnel Security Check)

(cf. AR 4112.5 Security Check)

Legal Reference:

ALASKA STATUTES

[20AAC 10035](#) - Regulation defining crimes of moral turpitude

Adopted: June 09, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-087

FR: Office of the Superintendent

SUBJECT: Memorandum of
Agreement; E-Rate
Central Consulting
Services

STRATEGIC PLAN/BOARD GOAL:

Track 1: Operational Improvements
Initiative: Optimize Business Practices

ABSTRACT:

Expenditures over \$50,000 require the approval of the Board.

ISSUE:

Approve E-Rate Central Consulting Services MOA for \$89,000 to be funded by Technology FY26 General funds.

BACKGROUND AND/OR PERTINENT INFORMATION:

E-Rate Central provides consulting services to ensure the Universal Service Administrative Company (USAC) programs are followed and all proper documentation is filed in a timely manner when procuring qualified services. The District is applying for funding under E-Rate services for the 2025-2026 school internet.

The E-rate program provides funding for 90% of our school internet charges.

E-Rate Central supports timely and accurate filing of required E-Rate paperwork, program integrity assurance, and audit support. E-Rate Central has successfully supported the District in this capacity since 2012 with no increase to our annual costs until this year. The amount of E-Rate funding the District has sought from the Federal Government has increased from roughly \$4M to over \$19M in the past 13 years. Consequently, due to the requested high dollar amounts, the district has been subject to more audits, Payment Quality Assurances (PQAs), and heightened scrutiny, which require more senior resources from E-Rate Central.

The E-Rate Central 2025-2026 MOA is \$89,000 for E-Rate consulting on school internet.

ALTERNATIVES:

1. Approve the MOA with E-Rate Central Consulting Services for \$89,000 as presented.
2. Do not approve the presented MOA with E-Rate Central Consulting Services for \$89,000.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends Board approval of the E-Rate Central Consulting Services MOA for \$89,000 as presented.

Instructions for Completing MOA Form

1. You should have all of the information needed before completing and submitting the MOA. Please review the two-page MOA and if you have questions, contact Brad Eisel at 907-442-1822 or beisel@nwarctic.org.
2. If you are not the budget authority (BA) for this MOA, please get the BA's approval as shown by their signature on page 1, prior to submitting for approvals.
3. In the "Contractor Agrees To" section, please be as detailed as possible in describing the services to be provided by the Contractor, such as number of training days, type of service, etc.
4. In the "District Agrees To" section, list in detail what the District is to provide the Contractor for their services, such as reimbursement of air travel, lodging, ground transportation, per diem, miscellaneous costs (i.e. copies and faxes), and cost of services, such as daily rate, flat fee, etc. Do not enter Payment terms in this section.
5. In the "Payment Terms" section, detail the instructions for the payment(s) to the Contractor (i.e. to be paid in 4 installments as work is performed and invoice is provided, or one payment at the completion of services when invoice is presented).
6. The MOA Control # is filled in on page 1 and on page 2 Section B, after MOA has all required approvals.
7. Remember to give yourself plenty of time to complete the MOA form and get the necessary approvals and signatures prior to having the services performed by the Contractor.
8. This contract may be terminated by either party with a 30-day written notice.

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

P. O. Box 51 Kotzebue, AK 99752

MEMORANDUM OF AGREEMENT (MOA)

MOA's for more than \$50,000 must be approved by the School Board prior to start of Contract
In a fiscal year MOA's to the same Contractor totaling more than \$50,000 must be approved by the School Board prior to start of Contract
Remember to follow federal procurement regulations when using federal funds to support the MOA

TAB BETWEEN FIELDS

Contractor: E-Rate Central MOA Control #: _____
Name of Company Contact Brad Eisel for #

Address: 400 Post Avenue, Suite 410 Westbury NY 11590-2291
Street or POB City State Zip + four

516 801-7803 516-801- ilegg@e-ratecentral.com
Area Code Phone # Fax # E-mail Address
7873

Federal ID #: 11-2907608 O Soc. Sec. #: _____ Alaska Business License #: _____
Enter without Dashes r Enter without Dashes

07/01/2025 06/30/2026 W-9 Attached W-9 Submitted Previously
Start Date (mmddyy) End Date (mmddyy) Verify with Brad Eisel

Contractor Agrees To: Support timely and accurate filing of required E-Rate paperwork, program integrity assurance, document management, vendor management, invoice and billing support, and 2025-2026 school internet E-Rate program.

If additional space is needed, indicate here **See attachment**

District Contact Person: Amy Eakin Phone #: 907-442-1830 Ext _____
Email Address: aeakin@nwarctic.org Fax #: _____

District Agrees To: _____

If additional space is needed, indicate here **See attachment**

Payment Terms: _____

If additional space is needed, indicate here **See attachment**

Enter Account Code as:	<u>Amount</u>
Account #: _____	<u>\$ 89,000</u>
Account #: _____	<u>\$</u>
Total:	<u>\$ 89,000</u>

MOA Not to Exceed: \$89,000 Budget Authority Approval: _____

Additional Conditions/Provisions

A - GENERAL INFORMATION

1. All associated costs, not limited to fees and reimbursables, must be included in the MOA. All MOA's for more than \$50,000 require prior School Board approval before Contractor provides any service. (BP 3312)
2. The account to be charged must be determined and approved by the individual with budget authority prior to submission of the MOA to Brad Eisel. It is important to verify funds are available before submitting.
3. Prior to the starting date of the contracted services and/or activities, the Contractor and NWABSD must sign the MOA. The Contractor is not to be given a notice to proceed unless all the appropriate parties have approved and signed the MOA.
4. The District Contact Person will be responsible for obtaining the Contractor's signature and submitting the original MOA to Brad Eisel along with a W-9 for tax purposes.
5. The District Contact Person must approve for payment all Contractor invoices and verify receipts and backup documentation prior to submission for payment to the Accounting Department.
6. The Contractor must pay all expenses, and submit receipts for reimbursement, (airline receipt, hotel receipt, other travel related expenses). Mileage tickets are not eligible for reimbursement.
7. MOA's cannot be used for employee contracts or work agreements.
8. Any NWABSD employee who authorizes services prior to the required approvals may be subject to disciplinary action up to and including termination. (BP 4118, 4218)

B - CONTRACTOR RESPONSIBILITIES

1. Check the MOA for contents and completeness. If the terms are agreeable, sign the agreement and return to the individual named as the Contact Person.
2. In accordance with the payment terms set forth on page 1, the Contractor shall submit a detailed invoice with the dates the services were provided and the appropriate documentation (copies of itineraries, airline tickets, hotel bills, ground transportation, etc.) to the District Contact Person for approval of payment. This **MOA Control #:** must be on the invoice.
3. As a condition of performance, the Contractor must pay all federal, state, and local taxes incurred by the Contractor.
4. A W-9 must be on file with the NWABSD or submitted with this MOA.
5. The Contractor must provide proof of any liability insurance coverage required on page 1 of this MOA.
6. To the extent allowed by law, the Contractor shall indemnify, defend, and hold the NWABSD harmless from any liability resulting from or arising out of the acts of the Contractor in the performance of this MOA.
7. This contract may be terminated by either party with a 30-day written notice.

I HEREBY ACCEPT THIS MOA AND THE CONDITIONS/PROVISIONS CONTAINED HEREIN.
Any changes in the terms of this MOA must be on an ADDENDUM FORM prior to any services being performed. The ADDENDUM FORM must be approved by all parties.

Natalie Dickey

Director of Administrative Services – Fiscal
Approval

Director's Signature

Date (mm/dd/yy)

Terri Walker

Interim Superintendent –Authorized Signer
NWABSD

Superintendent's Signature

Date (mm/dd/yy)

Julia Legg

Contractor

Contractor's Signature

Date (mm/dd/yy)

Tel/Logic Inc.
 E-RATE CENTRAL
 400 Post Avenue, Suite 410
 Westbury, NY 11590-2291

Tel: (516) 801-7863 Fax: (516) 801-7870
 Web: <http://www.e-ratecentral.com>

Quote

Date	Quote. No.
2/10/2025	NWAB 2025

Bill To:
 Northwest Arctic Borough School District
 Ms. Amy Eakin
 Director of Technology
 P.O. Box 51
 Kotzebue, AK 99752

Federal Tax ID; 11-2907608
 Project Description: Quote for
 E-Rate support and form
 preparation

P.O. No.	Project

Description	Ordered	Rate	Amount
E-Rate consulting – Category 1 and 2 for schools 2025/2026		89,000.00	89,000.00
		Total	\$89,000.00

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: February 25, 2025

NUMBER: 25-088

FR: Office of the Superintendent

SUBJECT: Purchase Award; E-Rate

STRATEGIC PLAN/BOARD GOAL:

Track 1: Operational Improvements
Initiative: Optimize Business Practices

ABSTRACT:

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

ISSUE:

At issue is the E-Rate purchase award to Intellitech to provide network infrastructure equipment for the amount not to exceed \$119,340.00, with the District's obligation not to exceed \$18,316.87 contingent on E-Rate funding.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Federal Communications Commission (FCC) adopted the E-Rate Modernization order in July 2014 to assist school districts in providing internet. A five-year funding cycle for Category 2 for hardware that supports the internet began in 2021 and runs through 2025. From October through December 2023, the NWABSD went through the Request for Proposal (RFP) process for Category 2 items to supplement the regional Meraki infrastructure. The improved infrastructure allows more devices to connect to the internet simultaneously and have a higher-quality network connection.

As a result of the RFP process that included a bidding matrix that weighed the cost, compatibility, technical ability, past performance, and manufacturer experience, Intellitech was awarded the bid by the NWABSD. From this process, the District submits the request for funding to USAC so the Federal Government can commit to paying 85% of the needed hardware cost to continue upgrading our Districtwide Infrastructure. USAC provides funding to improve the infrastructure of all schools in our region through Category 2 proportionate to the student count at each school. Category 2 funding is the partner to USAC's E-Rate funding that supports the internet for our District.

The District anticipates an E-Rate discount of \$100,726.13 for this equipment such that the total district cost will not exceed \$18,316.87. Funds will come from the available Technology Capital Improvement Project fund balance. The District anticipates receiving the Funding Commitment Decision Letter (FCDL) from USAC later this spring. The purchase of this equipment is contingent on Board approval and the USAC funding award and would expend all remaining Category 2 funding allocated to the District for the 2021-2025 window.

ALTERNATIVES:

1. Approve the purchase of network infrastructure equipment for the amount not to exceed \$119,340.00, with the District's obligation not to exceed \$18,316.87 contingent on E-Rate funding;
2. Do not approve the network infrastructure equipment for the amount not to exceed \$119,340.00, with the District's obligation not to exceed \$18,316.87 contingent on E-Rate funding;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the purchase of network infrastructure equipment for the amount not to exceed \$119,340.00, with the District's obligation not to exceed \$18,316.87 contingent on E-Rate funding as presented.

QUOTE

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



DATE	QUOTATION NO.
02/10/25	AE010925A-SP

CONTACT	BILLING	ACCOUNT REP	
AMY EAKIN AEAKIN@nwarctic.org 907-442-1830	Northwest Arctic School District / USAC 744 Third Ave / PO BOX 51 Kotzebue, AK 99752 Attn: Account Payable	Samantha Pilcher 909-480-4459 samantha@intelli-tech.com	
RFQ #	SHIP	PURCHASE ORDER NO	TERMS
ERATE	Northwest Arctic School District 744 Third Ave / PO BOX 51 Kotzebue, AK 99752 Attn: AMY EAKIN / PAUL WOOD		NET 30
		DEPARTMENT	FOB
			DROP SHIP

#	Qty	Part No.		ETA	Price	Extended
1	102	MR46-HW	Meraki MR46 Wi-Fi 6 Indoor AP	7-10 DAYS	\$ 820.00	\$ 83,640.00
2	102	LIC-ENT-5YR	Meraki MR Enterprise License, 5YR	7-10 DAYS	\$ 350.00	\$ 35,700.00

SPIN NUMBER 143017403 RESPONSE TO RFP 2025-12 2025 NWABSD C2 Equipment ERATE
 FORM 470 250006971 BEN #145645

Sub-total	\$ 119,340.00
Sales Tax	N/A
Estimated Freight	N/C
E-Waste Fee	N/A
Grand Total	\$ 119,340.00