

NWABSD Regular Board Meeting

Tuesday, April 29, 2025 4:00 PM

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

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

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

FR: Office of the Superintendent

SUBJECT: Superintendent's Report

ATTENDANCE:

The district attendance rate as of 3/31/25 is 80.08%.

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

K-12 Attendance

8/20/24 - 3/31/25

Ambler School	81.64%
Buckland School	85.47%
Deering School	86.54%
Kiana School	76.15%
Kisimigiugtuq School	61.66%
Kobuk School	90.67%
June Nelson Elementary	83.42%
Kotzebue Middle/High School	81.53%
Napaaqtugmiut School	79.06%
Aqqaluk High/Noorvik Elementary	80.73%
Davis-Ramoth School	77.55%
Shungnak School	78.32%
NWABSD Home School	100.00%
District	80.08%

Attendance Committee:

District Attendance Committee Data and Initiatives

Attendance Incentive program! 🎉 This program is designed to encourage regular attendance and reward our dedicated students and their families.

The 4th drawing attendance data ready on or before Monday, April 21. A heartfelt thank you to those who have the names and pictures of the student winners.

ENROLLMENT:

As of April 14, 2025, the K-12's current enrollment is 1801, a decrease of 16 students since November's report.

PreK – 12th grade enrollment is 1913, a decrease of 16 students since January's report.

SCHOOL	PK3	PK4	KG	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9TH	10TH	11TH	12TH	TOTAL
ABL	0	7	4	6	6	3	5	4	4	4	9	4	2	2	2	62
BKC	2	11	17	13	19	16	15	17	16	15	19	16	13	13	16	218
DRG	1	6	2	2	5	5	3	8	0	4	4	1	5	2	7	55
IAN	1	6	2	11	8	7	4	5	8	11	5	5	11	3	7	94
KVL	0	2	5	10	7	8	8	19	14	11	12	13	13	13	13	148
OBU	0	2	3	2	3	0	6	3	4	5	3	4	4	0	2	41
KMHS	0	0	0	0	0	0	0	0	46	45	48	51	27	39	33	289
HSCH	0	0	1	1	2	1	0	2	4	2	4	2	13	6	2	40
JNES	7	37	48	41	45	47	33	40	0	0	0	0	0	0	0	298
WTK	0	6	19	11	14	9	5	13	10	7	9	17	13	7	16	156
ORV	1	10	13	9	17	13	25	16	19	18	14	14	15	10	8	202
WLK	1	8	17	12	21	20	18	18	17	23	12	21	16	23	18	245
SHG	1	3	5	6	8	4	5	4	7	6	2	2	3	2	7	65

Homeschool increased by 11 students. A small fluctuation among other sites as well.

March/April 2025

National Superintendents Conference March 4-7 The theme of the Conference on Education was "Future Driven Leadership." This theme emphasized equipping school system leaders to prepare students for their future, focusing on areas such as digital literacy, emerging technologies like AI, and ensuring students graduate with essential real-world skills. Updates to Federal Education policies from DC were given beginning with funding and legislative updates from Congress and then moved on to recent regulations and guidance and federal policy issues under the new administration.

Legislative Fly-in March 28-April 1 Attended the Legislative fly-in with three Administrators (two principals and a director). We held 17 meetings with our legislators, many of whom have never had the opportunity to visit rural Alaska. Our goal was to provide them with a firsthand understanding of our communities and the vital role public schools play as central hubs. In many rural areas, schools are the only building in the community that is large enough to host community events and gatherings.

We emphasized that our schools also serve as critical safety shelters during natural disasters, as well as during power or water outages that affect local homes. Additionally, we highlighted the importance of student activities that help keep our youth engaged and in school, and expressed our concern that, without increased funding, these programs—as well as school meal services—are at serious risk.

We also talked about the current budget, that we are being forced to rely on our fund balance—resources typically reserved for emergencies such as water pipe breaks, freeze-ups, and unexpected maintenance issues throughout the year. This fund is also essential for meeting the required matches on grants and awards we have received to upgrade our heating systems. Using these emergency reserves for basic operations is unsustainable and puts our long-term stability at risk.

Many districts who are facing similar challenges with budget shortfalls were in Juneau to talk with our legislators as well. The Governor was not present during this time. I believe we made an impact on our legislators because the HB69 passed with a \$1000 increase to the BSA and then was vetoed by the Governor. We are hopeful for an override, although it is looking like we will not get enough votes by our legislators. The Governor has put a bill that supports a \$560 increase

with additional designated funds to target certain initiatives. That bill has yet to pass the House and Senate.

Kivalina visit – Met with the local leadership and community.

Office of Indian Education Discretionary Grant April 14-15 OIE Project Directors Meeting, themed “Leveraging Our Sovereignty,” was a two day conference supported by the Native American Youth Grant that supports ANSEP and GYO. This was the first in-person meeting since 2019. I liked how they used a Bingo card to provide an incentive for participants to meet. This activity would go well with groups of people who do not know each other well.

A panel of grantees described programs that their grant supports. Programs mentioned were Native Youth Councils, Grow Your Own, Relevant Cultural Instruction, Native Youth Leadership, Revitalizing Language, College and Career Prep, and Childcare Centers.

The Native American Language Resource Center can provide Technical Assistance. Our contact comes from the University of Oregon, where we are already working in partnership with them to create an Inupiaq Assessment tool.

The Office of Elementary and Secondary Education panel gave brief overviews.

- Innovative Approaches to Literacy improves libraries and buys books
- Office of Impact Aide – as well as the overview, she talked about the Constructions grants competition. We will look into qualification guidelines.
- Migrant Education – Gave an overview of this program. Migrant = mobility so movement must happen.
- Innovation and Early learning programs

The Office of Indian Education Director, Julian Guerrero reflected on the happenings in Washington DC with the President cutting so many offices and programs. He was reassuring that the programs supporting the Native Americans would continue and that Indian Education is not racial, it is a unique legal status of being Indian.

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."

<p>President Margaret Hansen called the 434th Regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:01 p.m. on <i>Tuesday</i>, February 25, 2025, in Kotzebue Alaska.</p> <p>Board Members present were:</p> <ul style="list-style-type: none"> Millie Hawley Tillie Ticket Carol Schaeffer Marie Greene Jeanne Gerhardt-Cyrus Alice Adams Shannon Melton Joanne Harris Alice Melton-Barr Margaret Hansen Zamara Ticket <p>A quorum was present.</p> <p>Observed.</p> <p>Carol Schaeffer made a motion to approve the agenda as presented, Marie Greene 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; Perrian Windhausen, Director of Student Services; Joy Cogburn-Smith, Director of State & Federal Programs; Natalie Dickie, Director of the Administrative Services; Tracy Bell, Director of Curriculum; Brenda Noe, Deering Principal; Patricia Houser, Guest; Joseph Groves, ATC Director; Dena Strait, Capital Projects Manager; Jamie Cowart, Selawik Principal; Jessica Heisler, Kotzebue Middle/High School Principal; Shayne Pungowiyi, Executive Assistant.</p> <p>No public comments.</p> <p>School Presentations:</p> <ul style="list-style-type: none"> • Deering School <p>The February 2025 Employees of the Month awardees that were recognized:</p> <ul style="list-style-type: none"> • Patricia Houser, Deering 2nd & 3rd grade teacher • Autumn Simmons, Kiana Pre-K & 1st grade teacher aide • Jackie McManus, Kobuk Pre-K & 2nd grade teacher • Chelsie, Morris-Heath, Kobuk Migrant Ed teacher, Secretary • Beverly Woods, SPED Aide • Dawn Davis, Shungnak 3rd, 4th & 5th grade teacher <p>Superintendent Terri Walker presented her report.</p> <p>Carol Schaeffer made a motion to go into Executive Session, Jeanne Gerhardt-Cyrus seconded the motion. The board went into Executive Session at 4:31 p.m.</p> <p>Executive Session ended at 5:11 p.m.</p> <p>Carol Schaeffer made a motion to adopt the consent agenda, with a request to table Memorandum 25-086, Millie Hawley seconded the motion. Passed by rollcall vote.</p> <p>Margaret Hansen, for memorandum 25-086 what is the wishes of the board. Carol Schaeffer moved to table memorandum 25-086 until the April 29th Board Meeting, Millie Hawley seconded the motion. Passed by rollcall vote.</p> <p>Approval of November 19, 2024, Regular Meeting Minutes, January 20, 2025, Special Meeting Minutes, and January 22, 2025, Regular Meeting Minutes.</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>PUBLIC COMMENTS</p> <p>RECOGNITION AND AWARDS</p> <p>SUPERINTENDENT'S REPORT</p> <p>EXECUTIVE SESSION</p> <p>ADOPTION OF CONSENT AGENDA</p> <p>APPROVAL OF MEETING MINUTES</p>
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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 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. The administration recommends the Board approve the second reading of the proposed revisions to BP 5121 Grades-Evaluation of Student Achievement as presented.

APPROVAL OF PROPOSED REVISIONS TO BP 5121 GRADES-EVALUATIONS OF STUDENT ACHIEVEMENT; SECOND 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 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:

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

- 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. The administration recommends the Board approve the second reading of the proposed revisions BP 5125.3 Withholding Grades Diplomas or Transcripts 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 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. The administration recommends the Board approve the second reading of the proposed revisions BP 5131.1 Bus Conduct as presented.

APPROVAL OF PROPOSED REVISIONS BP 5131.1 BUS CONDUCT; SECOND 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 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. The administration recommends the Board approve the second reading of the proposed revisions BP 5131.5 Vandalism, Theft and Graffiti as presented.

APPROVAL OF PROPOSED REVISIONS BP 5131.5 VANDALISM, THEFT AND GRAFFITI; SECOND 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 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. The administration recommends the Board approve the second reading of the proposed revisions BP 5131.6 Alcohol and Other Drugs as presented.

APPROVAL OF PROPOSED REVISIONS BP 5131.6 ALCOHOL AND OTHER DRUGS; SECOND 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 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. The administration recommends the Board approve the second reading of the proposed revisions BP 5141.3 Health Examinations as presented.

APPROVAL OF PROPOSED REVISIONS BP 5141.3 HEALTH EXAMINATIONS; SECOND 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 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. The administration recommends the Board approve the second reading of the proposed revisions BP 5141.31 Immunizations as presented.

APPROVAL OF PROPOSED REVISIONS
BP 5141.31 IMMUNIZATIONS; SECOND
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 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. The administration recommends the Board approve the second reading of the proposed revisions BP 5141.51 At-Risk Youths as presented.

APPROVAL OF PROPOSED REVISIONS
BP 5141.51 AT- RISK YOUTHS; SECOND
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 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. The administration recommends the Board approve the second reading of the proposed revisions BP 8120 Elections as presented.

APPROVAL OF PROPOSED REVISIONS
BP 8120 ELECTIONS; SECOND 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 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. 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.

APPROVAL OF PROPOSED REVISIONS
TO BB 9020 BOARD STANDARDS; 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 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. 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.

APPROVAL OF PROPOSED REVISIONS
TO BB 9223 BOARD VACANCIES; 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 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. 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.

APPROVAL OF PROPOSED REVISIONS
TO BB 9270 CONFLICT OF INTEREST;
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 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. The administration recommends the Board approve the first reading of the proposed revisions to BB 9320 Meetings as presented and open for public comments.

APPROVAL OF PROPOSED REVISIONS
TO BB 9320 MEETINGS; 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 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. 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.

APPROVAL OF PROPOSED REVISIONS
TO BB 9322 AGENDA/MEETINGS
MATERIALS; FIRST READING

Expenditures over \$50,000 require the approval of the Board. 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. The administration recommends Board approval of the E-Rate Central Consulting Services MOA for \$89,000 as presented.

MEMORANDUM OF AGREEMENT; E-RATE CENTRAL CONSULTING SERVICES

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

PURCHASE AWARD; E-RATE

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

BOARD COMMENTS

March 24th is the budget work session, April 17th will be the public hearing, The next Regular Board meetings of the NWABSD Board of Education will be held on April 28 & 29 in person.

DATE/TIME OF NEXT BOARD MEETING

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

ADJOURNMENT

Motion passed with unanimous consent. The meeting adjourned at 5:29 p.m.

Tillie Ticket, Secretary

Shayne Pungowiyi, Recording Secretary

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

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

President Margaret Hansen called the special meeting of the Northwest Arctic Borough School District Board of Education to order at 4:09 p.m. on Monday, March 24, 2025.

Board Members present were:

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

A quorum was present.

Observed.

Staff/guests present: Terri Walker-Superintendent, Jeff Alexander, Assistant Superintendent; Natalie Dickey, Director of Administrative Services; Joy Cogburn-Smith, Director of State and Federal programs; Kathryn Self, Director of HR; Tracy Bell, Director of Curriculum; Amy Eaking, Director of Technology; Dena Strait, Capital Projects; Desiree Hagen, KOTZ Radio; Saul Friedman, Legal; Shayne Pungowiyi, Executive Assistant;

School's presenting:

- Buckland School
- Noorvik School
- Kotzebue Middle High School
- Noatak School

Carol Schaeffer moved that the Board go into an executive session to discuss matters, the immediate knowledge of which would have an adverse effect upon finance of the District; or to discuss subjects that tend to prejudice the reputation and character of any person; or to discuss matters which by law, municipal charter, which by law, municipal charter, or ordinance are required to be confidential. Seconded by Alice Melton-Barr.

The motion passed unanimously by voice vote. The Board went into executive session at 4:36 p.m.

Executive Session ended, and the meeting reconvened in open session at 5:36 p.m.

Marie Greene made a motion to adopt the consent agenda, Tillie Ticket seconded the motion. Passed by roll call vote.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

INTRODUCTION OF
STAFF/GUESTS

SCHOOL
PRESENTATIONS

EXECUTIVE SESSION

ADOPTION OF CONSENT
AGENDA

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

APPROVAL OF SUPERINTENDENTS OUT OF REGION TRAVEL

Board approval is required for contracts exceeding \$50,000. NWABSD relies heavily upon E-Rate subsidies for its internet.GCI Education Service Order E-Rate eligible annual recurring charges total \$12,899,400.00 per year for five (5) years. Pending USAC approval of the new 2025-2026 E-Rate funding application, the district will receive a funding discount currently calculated at 90%; the district is responsible for the remaining 10%, or \$1,289,940.00 per year, for five (5) years.The administration recommends the Board award the E-Rate bid to GCI, Inc. in the amount of \$1,289,940.00 per year for five (5) years; to provide internet as presented.

APPROVAL OF E-RATE BID AWARD: GCI, INC.

Board approval is required to make grade level changes (changes in school membership/demographics) at sites within the district. The leadership at the June Nelson School and Kotzebue Middle/High School discussed changes to the student grade cohort and brought their proposal to the March 11th ASC meeting. A proposal was made to move the 6th grade to JNES so the sixth-grade students could be served within an elementary school setting. See attached meeting notes. The local ASC unanimously supported these proposed changes to start next school year (2025-26). A district can request an amendment for school membership (grade levels served) to be adjustment for individual schools' sites, however this request must be made in writing to the commissioner's office. For the requested grade changes the following must be submitted to the commissioner office.

APPROVAL OF JNES/KMHS GRADE LEVEL CHANGES

1. A copy of the local school board minutes approving of the grade change.
2. A written request for the Commissioners approval

The administration recommends board approval of the proposed JNES and KMHS grade level changes as presented.

Board approval is required for contracts that exceed \$50,000. GSD Educational Services provides reporting services to meet state and federal requirements. The consultant has a history of working effectively within our district and throughout the state to produce required federal and state reports. Services included in this MOA: Completion and submission of the Alaska Military Youth Academy Dropout Report, Gathering and preparation of information necessary to complete the federal Civil Rights Data Collection, Completion and submission of the Alaska Fall OASIS report and preparation of the FY27 Projected Enrollment, Completion of the Migrant Course History report twice annually, Completion and submission of the Alaska Suspension and Expulsion report, Completion, and submission of the Alaska Summer OASIS report. Aggregation of data for, and submission of the Alaska Report Card Data Collection, Preparation of rosters for the AK STAR and Alaska Science tests, Import of test scores into PowerSchool, PowerSchool support for district staff. The MOA, which includes travel, is for \$65,000. Funding Sources: Fund 100 Assessment and Data= \$65,000. The administration recommends board approval of the MOA with GSD Educational Services, in the amount not to exceed \$65,000 as presented.

APPROVAL OF FY26 GSD EDUCATIONAL SERVICES

April 9, 2025 3:00 p.m. Budget worksession virtually.

DATE AND TIME OF NEXT MEETING

Alice Adams moved to adjourn the meeting, seconded by Alice Melton-Barr.
Motion passed with unanimous consent. The meeting adjourned at 5:44 p.m.

Tillie Ticket, Secretary

Shayne Pungowiyi, Recording Secretary

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 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 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 recognizes that volunteer assistance in schools can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community. 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 that includes crimes involving moral turpitude.

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: April 29, 2025

NUMBER: 25-093

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9020
Board Standards; Second
Reading

STRATEGIC PLAN/BOARD GOAL:

Track 1: Operational Improvements
Initiative: Optimize Business Practices

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BB 9020 Board Standards.

BACKGROUND AND/OR PERTINENT INFORMATION:

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

This is the second reading of the proposed revisions to BB 9020 Board Standards within the Board Bylaw series.

This model policy was adopted by AASB in 1992 and is new to the NWABSD. This update further includes culturally responsive language.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions to BB 9020 Board Standards as presented;
2. Do not approve the second 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 second reading of the proposed revisions to BB 9020 Board Standards as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-094

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9223
Board Vacancies; Second
Reading

STRATEGIC PLAN/BOARD GOAL:

Track 1: Operational Improvements
Initiative: Optimize Business Practices

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BB 9223 Board Vacancies.

BACKGROUND AND/OR PERTINENT INFORMATION:

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

This is the second reading of the proposed revisions to BB 9223 Board Vacancies within the Board Bylaw series.

This update includes 2007 updates from AASB clarifying the process for filling a vacancy. The board recommended that the bylaw be reviewed.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions to BB 9223 Board Vacancies as presented;
2. Do not approve the second 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 second reading of the proposed revisions to BB 9223 Board Vacancies as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-095

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9270
Conflict of Interest;
Second Reading

STRATEGIC PLAN/BOARD GOAL:

Track 1: Operational Improvements
Initiative: Optimize Business Practices

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BB 9270 Conflict of Interest.

BACKGROUND AND/OR PERTINENT INFORMATION:

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

This is the second reading of the proposed revisions to BB 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 and recommends approval.

ALTERNATIVES:

1. Approve the second reading of the proposed revisions to BB 9270 Conflict of Interest as presented;
2. Do not approve the second 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 second reading of the proposed revisions to BB 9270 Conflict of Interest as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-096

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9320
Meetings; Second
Reading

STRATEGIC PLAN/BOARD GOAL:

Track 1: Operational Improvements
Initiative: Optimize Business Practices

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BB 9320 Meetings.

BACKGROUND AND/OR PERTINENT INFORMATION:

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

This is the second reading of the proposed revisions to BB 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 and recommends approval.

ALTERNATIVES:

1. Approve the second reading of the proposed revisions to BB 9320 Meetings as presented;
2. Do not approve the second 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 second reading of the proposed revisions to BB 9320 Meetings as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-097

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9322
Agenda Meetings-
Materials; Second
Reading

STRATEGIC PLAN/BOARD GOAL:

Track 1: Operational Improvements
Initiative: Optimize Business Practices

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BB 9322 Agenda Meetings-Materials.

BACKGROUND AND/OR PERTINENT INFORMATION:

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

This is the second reading of the proposed revisions to BB 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 and recommends approval.

ALTERNATIVES:

1. Approve the second reading of the proposed revisions to BB 9322 Agenda Meetings-Materials as presented;
2. Do not approve the second 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 second reading of the proposed revisions to BB 9322 Agenda Meetings-Materials as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-098

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 4151
Salary Guides - Exempt
Employees; 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 4151 Salary Guides - Exempt Employees 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 4151 Salary Guides - Exempt Employees within the Personnel series.

NWABSD does not currently have this board policy. This board policy adds clarity on exempt employees.

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 4151 Salary Guides - Exempt Employees as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 4151 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 4151 Salary Guides - Exempt Employees as presented and open for public comments.

BP 4151 SALARY GUIDES - EXEMPT EMPLOYEES

Note: The Fair Labor Standards Act (FLSA) is a federal law that requires most employees in the United States to be paid at least the federal minimum wage for all hours worked, and overtime pay at time and one-half the regular rate of pay for all hours worked over 40 hours in a workweek. However, Section 13(a)(1) of the FLSA provides an exemption from both minimum wage and overtime pay for employees employed as bona fide executive, administrative, or professional employees. Sections 13(a)(1) and 13(a)(17) also exempt certain computer employees. To qualify for exemption, employees generally must meet certain tests regarding their job duties and be paid on a salary basis at not less than \$455 per week. These salary requirements do not apply to teachers. Exempt computer employees may be paid at least \$455 on a salary basis or on an hourly basis at a rate not less than \$27.63 an hour. Job titles do not determine exempt status. In order for an exemption to apply, an employee's specific job duties and salary must meet all the requirements of the Department of Labor's regulations.

The School Board is committed to compliance with the salary basis requirements of the Fair Labor Standards Act. Improper deductions from the salaries of exempt employees are prohibited.

(cf. BP 4253 Overtime Pay/Compensatory Time Off)

Salary Basis Requirement

An exempt employee must meet certain tests regarding their job duties and be paid on a salary basis. Being paid on a "salary basis" means an employee regularly receives a predetermined amount of compensation each pay period on a weekly, or less frequent, basis. The predetermined amount cannot be reduced because of variations in the quality or quantity of the employee's work. Subject to exceptions listed below, an exempt employee must receive the full salary for any workweek in which the employee performs any work, regardless of the number of days or hours worked. Exempt employees do not need to be paid for any workweek in which they perform no work.

Permissible Deductions

Note: Under 2004 amendments to the federal regulations, employers can dock pay of exempt employees, without losing their exempt status, for disciplinary suspensions for one or more full days if employees break workplace conduct rules. To be able to take advantage of this provision, employers *must* adopt a written policy applicable to all employees that states that violating workplace conduct rules may result in a suspension.

Deductions from pay are permissible when an exempt employee: is absent from work for one or more full days for personal reasons other than sickness or disability; for absences of one or more full days due to sickness or disability if the deduction is made

in accordance with a bona fide plan, policy or practice of providing compensation for salary lost due to illness; to offset amounts employees receive as jury or witness fees, or for military pay; or for unpaid disciplinary suspensions of one or more full days imposed in good faith for violations of district policies or procedures.

The district is not required to pay the full salary in the initial or terminal week of employment; for penalties imposed in good faith for infractions of safety rules of major significance, or for weeks in which an exempt employee takes unpaid leave under the Family and Medical Leave Act. In these circumstances, either partial day or full day deductions may be made.

Complaint Procedure for Improper Deductions

Note: Under the 2004 safe harbor provision, employers will not lose exempt status for employees as a result of improper deductions, so long as several steps are taken. First, your district must have a clearly communicated policy prohibiting improper pay deductions. Second, the policy must contain a complaint procedure. Third, if an employer makes an improper deduction, it must reimburse employees for the improper deduction and make a good faith commitment to comply in the future. Finally, if the employer "willfully" violates the policy by continuing to make improper deductions after a complaint, it will lose exempt status for all employees in the same job classification working for the same managers responsible for the improper deductions for the time period in which the improper deductions were made.

If you believe that an improper deduction has been made to your salary, you should immediately report this information to your direct supervisor, or to ~~insert alternative complaint mechanism(s)~~ the Director of Administrative Services.

Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, you will be promptly reimbursed for any improper deduction made.

Legal Reference:

Fair Labor Standards Act, [29 U.S.C. § 201](#), et seq.

Adopted:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-099

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 4313.1
Load Scheduling Hours of
Employment; 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 4313.1 Load Scheduling Hours of Employment 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 4313.1 Load Scheduling Hours of Employment within the Personnel series.

This update includes Fair Labor Standards Act language and citations for exempt employees.

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 4313.1 Load Scheduling Hours of Employment as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 4313.1 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 4313.1 Load Scheduling Hours of Employment as presented and open for public comments.

BP 4313.1 MANAGEMENT AND SUPERVISORY PERSONNEL - LOAD/SCHEDULING/HOURS OF EMPLOYMENT

The School Board designates, in accordance with law, salaried positions which are exempt from overtime. Persons holding these positions work whatever hours are necessary in order to fulfill their assignments. Their positions are set apart from other positions by virtue of the duties, flexibility of hours, salary, benefit structure and authority which they entail.

Exempt designations are governed by the rules of the Fair Labor Standards Act, 29 U.S.C. 201-216 and 29 C.F.R. Part 541. Where an employee has been determined to be exempt, their exempt status should be listed on their contract.

Employees in exempt positions shall not be subject to salary deductions for absences of less than a day.

Legal Reference:

UNITED STATES CODE

Fair Labor Standards Act [29 U.S.C. 201-216](#)

CODE OF FEDERAL REGULATIONS

Department of Labor Relations [29 C.F.R. Parts 511-800](#)

Adopted: June 09, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-100

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP-5040 -
Student Nutrition and
Physical Activity; 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-5040 - Student Nutrition and Physical Activity 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-5040 - Student Nutrition and Physical Activity within the Students series.

This update includes the removal of food as a reward language as well as updates to physical activity requirements.

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-5040 - Student Nutrition and Physical Activity as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 5040 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-5040 - Student Nutrition and Physical Activity as presented and open for public comments.

BP 5040 STUDENT NUTRITION AND PHYSICAL ACTIVITY

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

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

The School Board understands that:

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

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

(cf. 1020 – Youth Services)

A. Planning and Periodic Review by Stakeholders

The school ~~district~~District and when appropriate individual schools within the ~~district~~District will create or work with an existing advisory group that will assist in developing, implementing, monitoring, reviewing and, as necessary, revising school nutrition and physical activity goals.

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

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

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

(cf. 1000 – Concepts and Roles)

B. Nutrition

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

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

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

campus is defined as all property under the jurisdiction of the school ~~district~~District that is accessible to students.

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

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

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

Schools will provide free potable water (water that is safe and satisfactory for drinking and cooking) in the place where meals are served and elsewhere throughout the school buildings.

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

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

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

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

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

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

To the extent practicable:

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

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

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

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

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

(cf. 0210 – Goals for Student Learning)

(cf. 3550 – Food Service)

(cf. 3551 – Food Service Operations)

(cf. 3552 – Regular Lunch Program)

(cf. 3553 – Free and Reduced Price Meals)

(cf. 3554 – Other Food Sales)

C. Mandatory Physical Activity

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

Note: Section D: Physical Activity and Section E: Physical Education are optional policies that provide physical education and physical activity goals that meet the requirements of state and federal law. The District's policies may differ from Sections D and E provided the policies meet the requirements of AS 14.30.360, as described in Section C: Mandatory Physical Activity Guidelines. While federal law does not require the language in Section C: Physical Education and Section D: Physical Activity. The following optional policy language provides additional physical education and physical activity goals.

D. ~~Optional~~ Physical Education

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

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

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

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

E. Physical Activity

All students in grades kindergarten through eight will be provided with at least 54 minutes each day of physical activity. Elementary and middle school students will be provided with at least 45 minutes each day of physical activity, not including time spent in physical education. This time may be accumulated throughout the school day and may include physical education, recess and classroom based~~before/after school sponsored~~ activities. Whenever possible, all students shall be given opportunities for physical activity through a range of programs

including, but not limited to, intramurals, interscholastic athletics and physical activity clubs. Elementary students will be provided at least 20 minutes each day of structured, active recess. Classroom based physical activity is encouraged and counts toward the ~~45~~54 minute requirement as long as it does not replace recess.

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

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

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

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

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

(cf. 1330 – Community use of school facilities)

F. Communication with Parents

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

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

The ~~district~~District/school will support the efforts of parents to provide a healthy diet and daily physical activity for their children. Schools will encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet nutrition standards. The ~~district~~District will provide parents & the public with information on healthy foods that meet the requirements of the

National School Lunch Act, Nutrition Standards for All Foods Sold in Schools also known as Smart Snacks in School, and ideas for policy compliant foods for vending, concessions, a la carte, student stores, classroom parties and fundraising activities.

The districtDistrict/school will provide information about physical education and other school-based physical activity opportunities before, during and after the school day; and support the efforts of parents to provide their children with opportunities to be physically active outside of school. Such supports will include sharing information through a website, social media platform, newsletter, or other take-home materials, special events, or physical education homework.

(cf. 6020 – Parent Involvement)

G. Monitoring, Compliance and Evaluation

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

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

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

The districtDistrict must conduct an assessment of wellness policy every 3 years, at a minimum.

The assessment must determine:

- compliance with the wellness policy,
- how the wellness policy compares to model wellness policies, and
- progress made in attaining the goals of the wellness policy.

The policy must be updated as appropriate.

Legal Reference:

UNITED STATES CODE

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

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

CODE OF FEDERAL REGULATIONS

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

FEDERAL REGISTER

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

ALASKA STATUTES

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

~~Revised: September 29, 2015~~

~~May 01, 2018~~

~~August 25, 2020~~

ADOPTED: MAY 03, 2006

Revised: September 29, 2015

Revised: May 01, 2018

Revised: August 25, 2020

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-101

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5141.22
Infectious Diseases; 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 5141.22 Infectious Diseases 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 5141.22 Infectious Diseases within the Students series.

This update includes updates in law and removes HIV verbiage.

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 5141.22 Infectious Diseases as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 5141.22 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 5141.22 Infectious Diseases as presented and open for public comments.

BP 5141.22 INFECTIOUS DISEASES

The School Board recognizes its dual responsibility to protect the health of students from risks posed by infectious diseases and to uphold the right of students to a free and appropriate education. The ~~d~~District requires all staff to routinely observe universal precautions to prevent exposure to bloodborne pathogens and prevent the spread of all infectious disease.

(cf. 4119.43 - Universal Precautions)

(cf. 4119.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 5141.23 - Infectious Disease Prevention)

The admission of a student with an infectious disease identified by state health officials shall be determined by the Superintendent or designee according to standard health procedures. The Superintendent or designee shall consult with the student's parent/guardian and, as required, with the student's physician and/or the local health department.

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.3 - Health Examinations)

Students with Bloodborne Pathogen Infections

Note: ~~Under 4 AAC 06.060, a student diagnosed with AIDS or HIV does not have a condition that 'will cause the attendance of the child to be inimical to the welfare of other pupils,' as required for the suspension or removal of a student due to a medical condition under AS 14.30.045. A student's removal because of AIDS or HIV is only allowed if the student has uncoverable oozing lesions or other symptoms, or displays behavior, such as biting, which in the opinion of a team, substantially increases the risk of transmission to other pupils. That team must be made up of the student's physician, public health personnel, the parent/guardian, and school personnel associated with the child's placement. Of the 250,000 cases of Acquired Immune Deficiency Syndrome (AIDS) reported to the Centers for Disease Control as of January 1993, there were no reported cases of HIV transmission in school or day care settings. However, school districts are required to enact Exposure Control Plans and Universal Precautions for the prevention of contact with potentially infectious body fluids which may contain pathogens such as the hepatitis B virus (HBV) and the human immunodeficiency virus (HIV). The following section addresses the placement of students with HIV infection and AIDS (Acquired Immune Deficiency Syndrome). AIDS is a handicap pursuant to Section 504 of the Rehabilitation Act (29 U.S.C.794);~~

~~and a student with AIDS cannot be excluded from regular class without evidence that the student poses a risk of transmission of the HIV virus to classmates or teachers.~~

~~Whether HIV infection or AIDS is a handicap under the Education for All Handicapped Children Act (EAHCA) (20 U.S.C. 1400 et seq.) must be decided on a case-by-case basis. If AIDS adversely affects a child's educational performance, the child is treated as handicapped and entitled to an individualized education plan (IEP) under the EAHCA. (Doe v. Belleville Public School District)~~

~~We recommend that a review panel, including one or more physicians, help in determining the placement of these children on a case-by-case basis.~~

~~The following identifies the Superintendent or designee as the person to be contacted with the information that a student has HIV infection and/or AIDS. All staff should know who in the district serves in this capacity.~~

~~The Board recognizes that HIV and hepatitis B virus are bloodborne pathogens and not casually transmitted. Students with bloodborne pathogens are entitled to the rights and services accorded to other students. The sole presence of bloodborne pathogens is not sufficient reason to exclude students from attending school.~~

~~Parents/guardians are encouraged to inform the Superintendent or designee if their child has HIV infection and/or AIDS so that any such child will have access to appropriate district programs and services. The Superintendent or designee shall convene a review panel to make recommendations regarding appropriate programs and services for the student.~~

~~Students with bloodborne pathogens are entitled to the rights and services accorded to other students. The sole presence of bloodborne pathogens is not sufficient reason to exclude students from attending school. Parents/guardians of students whose educational performance is adversely affected by an infectious disease are encouraged to inform the Superintendent or designee so that any such child will have access to appropriate district programs and services. The Superintendent or designee shall convene a review panel to make recommendations regarding appropriate programs and services for the student.~~

The Superintendent or designee shall ensure that all of the student's rights to confidentiality are strictly observed in accordance with law.

The Superintendent or designee shall request that parents/guardians sign a release form to provide confidential medical information and records to the review panel.

Legal Reference:

ALASKA STATUTES

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

ALASKA ADMINISTRATIVE CODE

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

[4 AAC 06.150](#) *Confidentiality of AIDS information*

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

[20 United States Code, 1232g](#)

NONDISCRIMINATION UNDER REHABILITATION ACT OF 1973

[20 United States Code, 794](#)

UNITED STATES CODE

Education For All Handicapped Children [20 United States Code, 1400 et seq.](#)

Federal Family Educational Rights And Privacy Act [20 United States Code, 1232g](#)

Nondiscrimination Under Rehabilitation Act Of 1973 [20 United States Code, 794](#)

U.S. SUPREME COURT

~~Doe v. Belleville Public School District, 672 F. Supp. 342~~

~~Thomas v. Atascadero Unified School District, 662 F. Supp. 376~~

~~Phipps v. Saddleback Valley Unified School District (1988), 204 Cal. App. 3d 1110~~

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-102

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 5148
Childcare; 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 5148 Childcare 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 5148 Childcare within the Students series.

This policy is new to the NWABSD and supports childcare in the region.

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 5148 Childcare as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 5148 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 5148 Childcare as presented and open for public comments.

BP 5148 CHILDCARE

Note: This optional policy addresses community needs for childcare and may be revised or deleted as needed.

The School Board recognizes that childcare and supervision are a necessity for many working families. The School Board is deeply concerned about our community's need for childcare.

As part of our efforts to ensure the well-being of the community's children, the District shall work cooperatively with public and private agencies to provide childcare alternatives to the community. Besides serving community needs, the School Board anticipates that these alternatives will generate increased parental involvement and support for the schools.

The Superintendent or designee shall identify locations both at operating and future facilities where daycare programs might be placed without adverse impact on the district instructional program.

(cf. 0430 - Community School Program)

(cf. 1020 - Youth Services)

(cf. 1330 - Use of School Facilities)

(cf. 3280 - Sale, Lease, Rental of District-owned Real Property)

Adopted:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-103

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6115
Ceremonies and
Observances; 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 6115 Ceremonies and Observances 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 6115 Ceremonies and Observances within the Students series.

This update includes the inclusion of local observances and the daily pledge of allegiance requirement.

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 6115 Ceremonies and Observances as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 6115 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 6115 Ceremonies and Observances as presented and open for public comments.

BP 6115 CEREMONIES AND OBSERVANCES

Patriotic Exercises

Note: By state law, the Pledge of Allegiance must be recited each day. AS 14.03.130. A person/student is permitted to recite the salute to the flag or to maintain a respectful silence.

The School Board encourages activities that instill pride in our country, state, borough, town or village. The Pledge of Allegiance shall be recited ~~or patriotic exercises conducted on a regular basis as determined by the School Board each day~~. The School Board encourages students and staff to recite the Pledge of Allegiance in their indigenous language.

The district respects the legal right of individuals not to participate in the salute to the flag for personal reasons. An individual not participating in the salute to the flag must maintain a respectful silence.

The School Board recognizes the potential importance and relevance of local ceremonies in addition to the Pledge of Allegiance. With School Board approval, and provided that such ceremonies do not contravene state or federal law, the School Board encourages such local ceremonies as a way of celebrating and recognizing place and local culture as an important part of the educational day.

(cf. 5145.2 - Freedom of Speech/Expression)

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

(cf. 6141.6 - Multicultural Education)

Special Days and Events

District schools shall commemorate special days and events in accordance with law. Schools are encouraged to recognize days and events of local significance.

District schools shall be closed in observance of Labor Day, Thanksgiving Day and the day after, Christmas Day, New Year's Day, Memorial Day, and the Fourth of July.

Holidays which fall on a Sunday shall be observed the following Monday. Holidays which fall on a Saturday shall be observed the preceding Friday.

Furthermore, the Board specifically recognizes the cultural and civic importance of the following people or events and encourages school leaders and students to incorporate celebrations or recognition within the school's activities and curriculum. These people or events for the Northwest Arctic Borough School District to recognize are Dr. Della Keats Day, Indigenous People's Day, and Veteran's Day.

(cf. 6111 - School Calendar)

Legal Reference:

ALASKA STATUTES

[14.03.050](#) School holidays

[14.03.130](#) Display of flag and pledge of allegiance

[41.15.900](#) Observance of Arbor Day

U.S. SUPREME COURT

[West Virginia State Board of Education, et al . v. Burnette, et al](#) 319 U.S. 624 (1943)

Banks v. Board of Public Instruction, 314 F. Supp. 285

Hanover v. Northrup, 325 F. Supp. 170

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-104

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6142.4
Community Service; 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 6142.4 Community Service 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 6142.4 Community Service within the Instruction series.

This update includes cultural language supporting volunteer work as a part of curriculum.

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 6142.4 Community Service as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 6142.4 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 6142.4 Community Service as presented and open for public comments.

BP 6142.4 COMMUNITY SERVICE

Note: The following optional policy recognizes volunteer work experience as part of the curriculum.

The School Board desires that all students develop a sense of social responsibility and encourages opportunities for students to perform volunteer duties in the community. The School Board believes that through volunteer service, students may gain a better understanding of local culture. These experiences enable students to reinforce cultural values that support community wellbeing. The School Board also ~~The Board~~ believes that volunteer service can help students gain self-esteem, reinforce skills, discover career options and learn the value of volunteer work. Community service ~~motivates~~ can motivate students to learn by relating the curriculum to the needs of the community at large and reinforcing community cultural values.

The Superintendent or designee may develop with staff, parents/guardians, and community organizations a community service course ~~which~~ that reinforces the student's educational curriculum and provides opportunities for student volunteers to meet community needs and understand the community cultural impacts. - The Superintendent or designee may authorize community service credit ~~which~~ that may be applied towards high school graduation.

Parents/guardians of student volunteers shall receive information about the community service program and its benefits for both the community and the student.

(cf. 1240 - Volunteers)

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-105

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6143
Courses of Study; 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 6143 Courses of Study 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 6143 Courses of Study within the Instruction series.

This update includes culturally responsive language as well as multiple tracks post-graduation.

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 6143 Courses of Study as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 6143 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 6143 Courses of Study as presented and open for public comments.

BP 6143 COURSES OF STUDY

All Schools

The School Board recognizes that a student's cultural and personal identity are integral in engaging a student in effective and productive learning. The School Board supports and encourages the development of courses of study that provide an opportunity to combine place-based and culturally relevant learning while meeting the necessary state and district standards. All students must have relevant and engaging coursework that prepares them to be productive citizens and provides them with skills and opportunity for post-secondary college or career choices. The courses of study beginning in primary school through high school are recognized as a continuum, each building upon the former. Courses of study may be developed as "tracks" that take into account student interests such as Career and Technical Education (CTE) or college readiness.

Elementary Schools

The School Board shall adopt a course of study for elementary grades aligned with state performance and content standards, and which sufficiently prepares district students for the required high school course of study. The elementary course of study should include culturally responsive, place-based instruction and materials that align with the Alaska Standards for Culturally Responsive Schools and incorporate strategies and frameworks for student-centered learning.

Secondary Schools

The School Board shall adopt courses of study designed to meet student needs and to ~~conform with~~ satisfy district and state graduation requirements ~~and~~. Courses will also be adopted that meet the requirements for admission to post-secondary programs, whether Career Technical Education or college, postsecondary schools. Courses of study shall be integrated where appropriate and provide students the opportunity to attain skills ~~appropriate~~ for entry-level employment upon graduation from high school. Secondary school courses of study should include culturally responsive, place-based instruction and materials that align with the Alaska Standards for Culturally Responsive Schools and incorporate strategies and frameworks for student-centered learning.

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6184 - Virtual/Online Courses)

Legal Reference:

ALASKA ADMINISTRATIVE CODE

[05.080](#) School Curriculum and ~~P~~ersonnel

[4 AAC 06.075](#) High ~~S~~chool ~~G~~raduation ~~R~~requirements

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-106

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6146.4
Reciprocity on Graduation;
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 6146.4 Reciprocity on Graduation 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 6146.4 Reciprocity on Graduation within the Instruction series.

This update includes a legal note for explanation and clarification of credit requirements.

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 6146.4 Reciprocity on Graduation as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 6146.4 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 6146.4 Reciprocity on Graduation as presented and open for public comments.

BP 6146.4 RECIPROCITY ON GRADUATION REQUIREMENTS

Note: 4 AAC 06.075 authorizes the District to exempt transfer students with at least 13 units of credit from graduation credit requirements. The following sample policy may be revised or deleted to reflect district philosophy and needs.

Credit Requirements

The Superintendent or designee may exempt students transferring into the District from meeting district ~~graduation credit~~ requirements for graduation upon verification of equivalent credits received elsewhere.

(cf. 5118 - Transfers; Withdrawals)

Legal Reference:

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.075](#) *High school graduation requirements*

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-107

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6153
School-Sponsored Trips;
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 6153 School-Sponsored Trips 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 6153 School-Sponsored Trips within the Instruction series.

This update moves procedural verbiage to the Administrative Regulation.

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 6153 School-Sponsored Trips as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 6153 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 6153 School-Sponsored Trips as presented and open for public comments.

BP 6153 SCHOOL-SPONSORED TRIPS

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

The School Board recognizes that school-sponsored trips are important components of a student's development. Besides supplementing and enriching classroom learning experiences, such trips encourage new interests among students, make them more aware of community resources, and help them relate their school experiences to the outside world. The School Board believes that careful planning can greatly enhance the value and safety of such trips.

(cf. 1321 - Solicitation of Funds from and by Students)

(cf. 6145 - Extracurricular Activities)

The Superintendent or designee must approve all trips involving out-of-district travel.

Principals shall ensure that a plan is developed ~~which~~that provides for the safety of students and their proper supervision by certificated and/or classified staff on in-district school-sponsored trips and certificated staff on out-of-district school-sponsored trips. In certain circumstances, the Superintendent or Designee may waive this requirement. Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

(cf. 3541 - Transportation: School-Related Trips)

In advance of a studententy trip, teachers shall determine educational objectives which relate directly to the curriculum. Principals shall ensure that teachers develop plans ~~which~~that provide for the best use of students' learning time while on the trip. Teachers also shall provide appropriate instruction before and after the trip.

Approval Procedures

- ~~1. All travel within the District must be approved by the Principal.~~
- ~~2. All travel which takes the student outside of the District or State must be approved by the Principal, and the Superintendent.~~
- ~~3. All out of District travel plans must be on file with the Superintendent's office before travel takes place.~~
- ~~4. The Principal must approve, without exception, all chaperones for travel initiated at a school site.~~
- ~~5. The Superintendent, or his/her designee, must approve all chaperones for travel initiated by the District Office.~~
- ~~6. One week prior to the date the student travel is to occur, the trip sponsor must submit to the Principal a travel plan for approval. Upon approval of the plan, the Principal shall send the plan to the Superintendent.~~

7. ~~An approved Student Travel/Eligibility Form must be on file in the Principal's Office before a student is permitted to travel.~~

Commented [AE1]: Moved to the AR

Cold Weather Travel Procedures

The following procedures were developed to avoid unnecessary risk to students and staff during winter travel.

1. Student travel will not be allowed in temperatures below -35° F and/or adverse weather conditions as determined by principal/coach/Superintendent or Superintendent's designee.
2. Staff travel is not required at temperatures below -35° F.
3. Traveling out of district ~~—provided students;~~ Students may travel provided they are in Kotzebue when the temperature drops below the allowable level for travel and the commercial jet arrives ~~(Alaska Airlines or Frontier) students may travel.~~

Legal Reference:

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.520](#) *Recreational and athletic activities*

Revised: June 03, 2008

Adopted: April 28, 2004

Revised: June 03, 2008

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-108

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6161.2
Damaged or Lost
Instructional 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 BP 6161.2 Damaged or Lost Instructional 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 BP 6161.2 Damaged or Lost Instructional Materials within the Instruction series.

This update adds language to address damaged or lost equipment along with damaged or lost instructional materials. It has also 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.

ALTERNATIVES:

1. Approve the first reading of the proposed revisions to BP 6161.2 Damaged or Lost Instructional Materials as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 6161.2 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BP 6161.2 Damaged or Lost Instructional Materials as presented and open for public comments.

BP 6161.2 DAMAGED OR LOST INSTRUCTIONAL MATERIALS AND EQUIPMENT

Note: The following sample policy may be revised or deleted to reflect District philosophy and needs

The School Board recognizes that instructional materials are an expensive District resource. The Superintendent or designee may establish procedures in accordance with law to protect instructional materials from damage or loss.

Instructional materials and equipment provided for use by students and staff remain the property of the District. Students and staff are responsible for maintaining and returning ~~borrowed~~ materials in good condition, with no more wear and tear than usually results from normal use.

When materials and equipment are lost or so damaged that they are no longer usable, the student or staff shall be responsible for reparation (compensation) equal to the current replacement cost of the materials. When materials are damaged but still usable, the Superintendent or designee shall determine a lesser charge.

If it can be demonstrated to the Superintendent or designee's satisfaction that the student or staff has taken all reasonable precautions to safeguard instructional materials and equipment issued to him/her/them, the Superintendent or designee may excuse the student/parent/guardian/staff from payment of reparation (compensation).

~~If reparation is not excused and not paid by the student or parent/ guardian, the district may initiate due process procedures to withhold from the student his/her grades, diploma and transcripts.~~

~~(cf. 5125.2 Withholding Grades, Diploma or Transcripts)~~

(cf. 5131.5 - Vandalism, Theft and Graffiti)

(cf. 3515.4 Recovery for Property Loss or Damage)

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-109

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 6179
Childcare and
Development Programs;
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 6179 Childcare and Development Programs 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 6179 Childcare and Development Programs within the Instruction series.

This policy is new to the NWABSD and supports childcare programs within the region.

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 6179 Childcare and Development Programs as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 6179 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 6179 Childcare and Development Programs as presented and open for public comments.

BP 6179 CHILDCARE AND DEVELOPMENT PROGRAMS

Note: The following optional policy may be revised or deleted to reflect District philosophy and needs.

The School Board wishes to provide a safe environment with competent, caring supervision for children whose parents/guardians are working, in training, seeking jobs, incapacitated, or in need of respite. Besides attempting to help children develop intellectually, socially, emotionally and physically, District childcare and preschool programs should strengthen families by enhancing parenting skills and reducing the strain on parents.

The Superintendent or designee shall ensure that District childcare and preschool programs comply with requirements of law.

A District must submit annual assurances to the Department indicating that the District has adopted written policies that ensure compliance with the programmatic requirements of [4 AAC 60.170](#), the pre-elementary education regulation. The assurances must be signed by the Superintendent or for the District.

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

(cf. 5148 - Child Care)

Legal Reference:

ALASKA ADMINISTRATIVE CODE

[4 AAC 60.010-4 AAC 60.180](#) *Pre-elementary (early childhood) school*

Adopted:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-110

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 7000
Concepts and Roles; 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 7000 Concepts and Roles 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 7000 Concepts and Roles within the Construction series.

This update includes the update of the Department of Education name and an additional statute cited.

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 7000 Concepts and Roles as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 7000 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 7000 Concepts and Roles as presented and open for public comments.

BP 7000 CONCEPTS AND ROLES

Note: Pursuant to 14.11.020, borough assemblies or city councils and regional school boards may by resolution request responsibility from the State Department of Education and Early Development for the planning, design, and construction of school facilities funded by state grant funds. AS 35.15.080 provides for the assumption of responsibilities for state public works projects subject to AS 35.15.010. Pursuant to 14.14.060 and 14.14.065, borough assemblies and city councils may agree to a division of duties with the school board related to the design, maintenance, and construction of facilities. Assemblies and councils must consider the recommendations of the school board. The following sample language should be revised or deleted to reflect District responsibilities and needs.

Since school construction is costly, and buildings become a permanent part of the community to be used by large numbers of people, the School Board and the ~~district~~District administration must take great care to ensure that the facilities fully support the intended educational and community programs, will be appropriately maintained, may be altered conveniently and inexpensively to meet future educational and community needs, provide a healthful environment, and fit harmoniously and attractively into the community.

(cf. 1330 - Use of School Facilities)

Role of the School Board

The School Board:

1. Recommends to the borough assembly, city council, or Department of Education and Early Development what buildings shall be built, when and where.
2. Approves design criteria for school facilities.
3. Seeks adequate financing for school facilities.
4. Approves the selection of artists for art works in new facilities, if required or desired.
5. Awards contracts to responsible bidders in the best interests of the ~~district~~District.

Role of the Superintendent or Designee

The Superintendent or designee:

1. Directs the planning of all educational features of new buildings or alterations of old buildings.
2. Maintains overall responsibility for the preparation of the educational specifications and capital improvement plans for school facilities.
3. Acts as authorized agent of the ~~district~~District in all official governmental interactions related to school facilities.
4. Recommends artists for art-work in new facilities.

5. Oversees the preparation of bids, award of contracts and, in collaboration with the architect, the construction.

(cf. 3311 - Bids)

(cf. 3312 - Contracts)

Legal Reference:

ALASKA STATUTES

[14.07.020](#) Duties of the department

[14.08.101](#) Powers (regional school board)

[14.11.011](#) Grant applications

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

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

[35.15.010 - 35.15.120](#) Construction procedures

[35.27.020](#) Art requirements for public buildings and facilities

ALASKA ADMINISTRATIVE CODE

[4 AAC 31.010 - 4 AAC 31.090](#) School facility planning and construction

[4 AAC 31.900](#) Definitions

Adopted: May 23, 1995

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-111

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 7310
Methods of Financing;
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 7310 Methods of Financing 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 7310 Methods of Financing within the Construction series.

This update includes language around construction/major maintenance and local contributions.

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 7310 Methods of Financing as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 7310 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 7310 Methods of Financing as presented and open for public comments.

BP 7310 METHODS OF FINANCING

Growth, safety considerations and educational program changes may require the construction of new facilities and the reconstruction of existing facilities. The purchase of school sites and the construction of buildings may be financed by any legally provided means which the Deistrict is qualified to employ, including state-financed assistance.

Note: 4 AAC 31.060 requires districts using state aid granted under AS 14.11.020 to comply with all pertinent laws and regulations related to the construction of a public school facility.

The Superintendent or designee shall determine the anticipated share of the school district's participation in the cost of any proposed school construction or major maintenance project, and shall evaluate available means of making the local contribution required by law. These alternatives may include the sale of capital bonds, the use of available federal funds or funds from other sources and, where applicable, locally contributed labor, material or equipment.

Legal Reference:

ALASKA STATUTES

[14.11.005 - 14.11.135](#) *Construction, rehabilitation, and improvement of school and education-related facilities.*

[43.50.010 - 43.50.180](#) *Cigarette Tax Act*

ALASKA ADMINISTRATIVE CODE

[4 AAC 31.010 - 4 AAC 31.090](#) *School facility planning and construction*

[4 AAC 36.010](#) *Cigarette tax distribution*

[4 AAC 57.200 - 4 AAC 57.300](#) *Library construction grants*

Adopted: May 23, 1995

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-112

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 8000
Concepts and Roles; 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 8000 Concepts and Roles 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 8000 Concepts and Roles within the Advisory School Council series.

This update includes 2021 AASB revision recommendations including law updates and role clarifications.

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 8000 Concepts and Roles as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 8000 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 8000 Concepts and Roles as presented and open for public comments.

BP 8000 CONCEPTS AND ROLES

Note: AS 14.08.115 requires regional school boards to establish an advisory school board in each community with more than 50 permanent residents. Pursuant to AS 14.12.035, borough school districts may establish advisory school boards. The following sample policy is based on material from the Alaska Gateway School Districts may be revised or deleted to reflect district philosophy and needs.

The Advisory School Council functions under the direction of the School Board. School Board policy and actions shall prevail and be followed. The Advisory School Council's function is advisory except in those areas that have been specified by School Board.

(cf. 8200 - Powers and Duties)

(cf. 9310 - Policy Manual)

The Advisory School Council shall seek to learn the will of the people of the community and to represent their interests ~~by communicating issues and concerns of the community to the school principal and in actions taken by the Advisory School Board~~ Council.

The Advisory School Council shall develop an effective working relationship with the school personnel, particularly the principal Site Administrator or designee.

The administration and the Advisory School Council are expected to work together cooperatively for the betterment of the local school. This relationship should ideally be modeled on the relationship between the School Board and Superintendent or designee, i.e., the Site Administrator shall be the executive officer of the Advisory School Council and administrative head of all the parts of the school.

Role of the School Board

The School Board shall:

1. Establish Advisory School Councils where required by law and as deemed to be in the best interests of the District in each community.
2. Determine the membership and method of selection of Advisory School Councils.
3. Determine the powers and duties of Advisory School Councils.
4. Require that Advisory School Councils support the mission and goals of the District by communicating feedback to the regional board, including recommended responses and actions.

3.

Role of the Superintendent or Designee

The Superintendent or designee shall:

1. Supervise the conduct of elections of Advisory School Council members.
- 4.2. Oversee the operation of elections of Advisory School Councils and report to the School Board, regarding the relationship between Advisory School Councils and the schools.
- 2.3. Solicit and receive recommendations from the Advisory School Council.

Legal Reference:

ALASKA STATUTES

14.08.115 Advisory Sschool Bboards in REAA

14.12.035 Advisory Sschool Bboards in Borough Sschool Districts

ALASKA ADMINISTRATIVE CODE

4 AAC 05.010 - 4 AAC 05.090 Local education

~~*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: April 29, 2025

NUMBER: 25-113

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 8320
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 BP 8320 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 BP 8320 Meetings within the Advisory School Council series.

This update includes language about executive sessions as recommended by AASB in 2009.

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 8320 Meetings as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 8320 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 8320 Meetings as presented and open for public comments.

BP 8320 MEETINGS

Note: Advisory School Councils are subject to open meeting laws.

All meetings of the Advisory School Council shall comply with the open meeting laws. The Advisory School Council shall provide public notice of its meetings and allow for public participation at its meetings.

The Advisory School Councils may not hold executive sessions.

The Superintendent or designee shall establish regulations to ensure compliance with law.

(cf. 1340 - Access to District Records)

(cf. 9320 - Meetings)

Legal Reference:

ALASKA STATUTES

[29.20.020](#) *Meetings public*

[44.62.310](#) *Agency meetings public*

[44.62.312](#) *State policy regarding meetings*

~~*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: April 29, 2025

NUMBER: 25-114

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9122 Vice
President; 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 9122 Vice President 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 9122 Vice President within the Board Bylaw series.

This update includes the removal of a law citation and a clarification of duties.

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 9122 Vice President as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9122 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 9122 Vice President as presented and open for public comments.

BB 9122 VICE PRESIDENT

Note: The following sample bylaw may be revised as needed. AS 14.14.070 requires the School Board to elect, at a minimum, a president, a clerk/secretary, and, if necessary, a treasurer. There is no language prohibiting the election of a vice president.

The duties of the vice president shall be to:

1. Serve as presiding officer in the absence of the President.
2. Certify or attest to actions taken by the School Board when required.
3. Maintain such other records or reports as required by law.
4. ~~Sign the minutes of the School Board meetings following their approval.~~
5. Sign documents as directed by the School Board on behalf of the district, and sign all other items which require the signature of the vice president.

Commented [AE1]: Move to secretary

In the absence of the President, the Vice-President shall discharge all the duties of the President.

(cf. 9120 - Officers and Auxiliary Personnel)

Legal Reference:

ALASKA STATUTES

[14.14.070](#) Organization of school board

~~[14.14.020](#) Bond required~~

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-115

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9210
Qualifications; 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 9210 Qualifications 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 9210 Qualifications within the Board Bylaw series.

This policy clarifies the qualifications for a Board member. It was adopted by AASB in 2007.

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 9210 Qualifications as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9210 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 9210 Qualifications as presented and open for public comments.

BB 9210 QUALIFICATIONS

Note: Under [AS 14.08.041](#) (governing regional school boards) and [AS 14.12.080](#) (municipal school boards), individuals are eligible to run for school board if they meet local voter qualifications. Local voter qualifications are set forth at [AS 29.26.050](#). To be a qualified local voter, the individual must also meet the requirements to vote in the State of Alaska as defined in the [Alaska Constitution, Article V](#), and [AS 15.05.010](#). The following policy sets forth the qualifications to be a voter in a state and local election, thus qualifying an individual to seek a seat on the school board.

All qualified and interested individuals are encouraged to serve the district and its students by seeking election to the School Board.

(cf. 9220 - School Board Elections)

An individual with the following qualifications is eligible to be a member of the School Board:

1. is a citizen of the United States;
2. is 18 years of age or older;
3. is a registered voter in the State of Alaska;
4. has been a resident of the school district for 30 days immediately preceding the election (or appointment); and
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.

(cf. 9200 - School Board Members)

(cf. 9223 - Filling Vacancies)

Note: The following language should be utilized by those school boards that have student board members.

A district student is eligible for appointment as an advisory Student School Board Member without meeting the above qualifications.

(cf. 9110 - School Board Membership, incl. Student School Board Members)

Legal Reference:

ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.12.080](#) *Qualification of members*

[15.05.010](#) *Voter Qualification*

[29.26.050](#) *Voter Qualification*

ALASKA CONSTITUTION

[art. 5, sec. 1](#), *Qualified Voters*

[art. 5, sec. 2](#), *Disqualifications*

Adopted:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-116

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9220
Elections; 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 9220 Elections 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 9220 Elections within the Board Bylaw series.

This update includes clarified verbiage around staff elected to the Board, additional policy citations, and updated notes.

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 9220 Elections as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9220 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 9220 Elections as presented and open for public comments.

BB 9220 SCHOOL BOARD ELECTIONS

School Board members shall be elected for a three-year term in accordance with procedures established by ordinance for municipal elections or by state regulations for regional educational attendance areas.

Any person eligible to be a voter in the district is eligible for School Board membership. ~~However, a~~ district employee may seek election to the School Board but must resign his/her position with the district if elected. ~~electd to the Board must resign his/her position with the Board in order to qualify for Board membership.~~

(cf. 9110 – Board Membership)

~~**Note:** If subject to the provisions of A.S. 39.50.020, elected municipal officers, including school board members are required to file financial disclosure statements upon filing for office and annually after election.~~

Note: The following optional language is intended to avoid situations which may be viewed as a conflict of interest.

A School Board member should resign from the School Board before seeking to secure district employment. In no event shall a final decision for hire be made prior to receiving the School Board member's resignation.

(cf. 9210 - Qualifications)

(cf. 9250 - Remuneration, Reimbursement and other Benefits)

(cf. 9270 - Conflict of Interest)

Note: The following options should be revised or deleted as appropriate in light of applicable municipal ordinances or state regulations. AS 29.26.060 requires runoff elections for school boards unless otherwise provided by municipal ordinance. AS 14.08.071 authorizes regional school boards, by resolution, to request of the Lieutenant Governor that runoff elections not be held.

Whenever it is impossible to determine which of two or more candidates has been elected to the School Board, a runoff election shall be held in accordance with law.

Note: If subject to the provisions of AS 39.50.020, elected municipal officers, including school board members, are required to file financial disclosure statements upon filing for office and annually after election.

Legal Reference:

ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.08.051](#) *School board sections*

[14.08.061](#) *Term of office*

[14.08.071](#) *Elections*

[14.08.081](#) *Recall*

[14.12.050](#) *School board terms*

[14.12.080](#) *Qualification of members*

[14.12.110](#) *Single body as assembly and school board*

[14.14.140](#) *Restrictions on employment*

[29.20.300](#) *School boards*

[29.26.060](#) *Runoff elections*

[39.50.020](#) *Report of financial and business interests*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-117

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9230
Orientation; 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 9230 Orientation 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 9230 Orientation within the Board Bylaw series.

This update includes a reference to Board Standards.

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 9230 Orientation as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9230 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 9230 Orientation as presented and open for public comments.

BB 9230 ORIENTATION

The School Board ~~encourages~~invites all School Board candidates to attend public School Board meetings during the period of their candidacy so that insofar as possible, new members will be prepared to discuss and cast informed votes on matters before the School Board from the time ~~that~~ they are sworn into office.

The Superintendent or designee shall cooperate impartially with all candidates in providing them with information about ~~district~~District activities and school programs.

The School Board and the Superintendent or designee shall help each newly elected member to understand the School Board's commitment to board standards, ~~district~~District operations, and the School Board's functions, policies and procedures as soon after election as possible. Incoming members are encouraged to read the School Board's policies and informational materials on the function of the School Board and the school ~~system~~District, to visit school facilities, and to meet with the Superintendent or designee and School Board president, as needed to become oriented to School Board service.

The incoming member may attend, at ~~district~~District expense, workshops for newly elected members, including such workshops conducted by the Association of Alaska School Boards.

(cf. 9020 - Board Standards)

(cf. 9240 - Board Development-)

Legal Reference:

ALASKA STATUTES

14.14.160 *Cooperation and support of certain association functions*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School ~~District~~District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-118

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9240
Board Development; 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 9240 Board Development 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 9240 Board Development within the Board Bylaw series.

This update includes a reference to Board Standards.

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 9240 Board Development as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9240 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 9240 Board Development as presented and open for public comments.

BB 9240 BOARD DEVELOPMENT

Note: AS 14.14.160 authorizes cooperation with AASB in its training activities and in encouraging and fostering cooperation among school boards.

The public entrusts the School Board with the governance of its schools. The School Board recognizes that in order to live up to that public trust they must strive to meet the board standards they have adopted for themselves. School Board members, like teachers and administrators, need in-service training to assist them in meeting those standards. - As part of their job, School Board Members need to participate in professional development activities that help them understand their responsibilities, stay abreast of new developments in education, and learn new ways to cope effectively with the problems they confront.

School Board members are strongly encouraged to attend at least one or more School Board development activities each year.

School Board members shall report on the development activities they attend at a regular School Board meeting as soon as possible after the School Board member's return.

Funds for School Board development and related travel shall be budgeted annually. Such activities may include state, regional, and national workshops, conferences, conventions, such as those offered by the Association of Alaska School Boards.

(cf. 9020 - Board Standards)

(cf. 9250 - Remuneration, Reimbursement, and Other Benefits)

Legal Reference:

ALASKA STATUTES

14.14.160 *Cooperation and support of certain association functions*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-119

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9321
Executive Sessions; 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 9321 Executive Sessions 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 9321 Executive Sessions within the Board Bylaw series.

This update includes additional language for reasons to enter executive session, how that may occur, and updated legal citations.

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 9321 Executive Sessions as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9321 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 9321 Executive Sessions as presented and open for public comments.

BB 9321 EXECUTIVE SESSIONS

Note: AS 44.62.312 sets forth a strong state policy favoring open meetings and the narrow construction of the exceptions to the public meeting law. The following bylaw reflects the legislature's revisions to AS 44.62.310, relating to executive sessions of the School Board.

Prior to entering an executive session, the School Board first shall meet in open session. At this open meeting, the School Board shall enter an executive session only after a majority of the School Board votes to accept a motion to enter the executive session. The motion shall clearly and with specificity describe the subject of the proposed executive session without defeating the purpose of addressing the subject in private. Unless stated in the motion for executive session, or auxiliary to the main question, no other subject may be discussed in that executive session.

The Board may hold executive sessions of the Board in order to discuss: The only subjects that the School Board may discuss in an executive session of the School Board are:

1. matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the ~~government unit,~~School District,
2. subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion, ~~or~~
- ~~3.~~ 3.4. matters which by law, municipal charter, or ordinance are required to be confidential, or
- ~~3.4.~~ matters involving consideration of government records that by law are not subject to public disclosure.-

~~In order to hold an executive session, the Board shall meet in open session and obtain a majority vote of the Board authorizing the executive session to discuss a particular matter determined by the Board to be exempt from open meeting.~~

(cf. 1340 - Access to District Records)

~~No decisions~~ The School Board may be made not take action in an executive session, except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations. All other action of the School Board. Any formal action must be made in an open meeting.

(cf. 1120 - School Board Meetings)

Legal Reference:

ALASKA STATUTES

44.62.310-312 Alaska's Open Meetings Act

~~44.62.310~~ ~~Agency meetings public~~

~~44.62.312~~ ~~State policy regarding meetings~~

Adoption Date: May 23, 1995

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-120

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9200 -
Board Members; 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 9200 - Board Members 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 9200 - Board Members within the Board Bylaw series.

This bylaw update adds further clarity to how complaints brought to the board should be addressed and requires board approval for legal opinions. The complaint process was clarified with AASB and the verbiage has been updated to reflect when a board member should go to the Superintendent. The bylaw has also been revised to clarify that no board members should abstain from a vote absent a compelling reason to do so.

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 9200 - Board Members as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9200 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 9200 - Board Members as presented and open for public comments.

BB 9200 BOARD MEMBERS

Limits of Board Members Authority

The School Board has broad but clearly limited powers. The exercise of its authority is restricted to the functions required or permitted by law, and then only when it acts in a legally constituted meeting. Board members have authority only in regularly called meetings of the Board, or when delegated specific tasks by Board action. Individual Board members shall submit requests for research or administrative studies to the entire Board for consideration.

The Board is the unit of authority. An individual Board member is a part of the governing body which represents and acts for the community as a whole. Apart from the normal function as part of the unit, the Board member has no individual authority. No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools; nor, as an individual, command the services of any school employee. Individually, the Board member may not commit the district to any policy, act or expenditure.

School visits by Board members are encouraged. Site Administrators should receive a courtesy call in advance of a visit. Board members, as with all visitors, must check in with the school office. Board members who visit schools of their own volition have no more authority than any other citizen. Board members have authority only in regularly called meetings of the Board, or when delegated specific tasks by Board action.

(cf. 1250 - Visits to the Schools)

Note: The following is an optional process for Board members to make information requests.

Board Member Requests for Information

Board members should make informed decisions on matters before them for a vote. The Superintendent or designee is responsible for providing the Board with relevant materials to inform the Board on those matters on which it is to act. If Board members desire further information, a request for information shall be directed to the Superintendent, pursuant to the following guidelines:

1. Requests for simple facts. Any Board member may make a request for simple facts to the Superintendent who will forward the request to the appropriate staff member. All responses to requests for simple facts will be provided to the requesting Board member and copied to the Board President.

2. Requests for reports, research, administrative studies, detailed information, or for information relating to a problem or a potential problem in the District. Some information requests require significant administrative time and explanation to provide the requested response. Individual Board members shall submit such requests to the full

Board for consideration. Upon [concurrence of the other board members/majority request of the Board], the request shall then be forwarded to the Superintendent for response.

3. Complaints regarding personnel. Board members may have their own concerns and complaints regarding District personnel. Informal concerns should be privately communicated to the Superintendent. Formal complaints should be in writing and follow the District complaint policies. Board members may notify the Superintendent that they have filed a formal complaint.

4. When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy. Such information will be conveyed to the Superintendent.

5. Requests for legal advice or opinions by a Board member that will incur a cost for the district must be approved by a majority vote of the Board before the request is made to legal counsel. Legal counsel is responsible to the Board.

(cf. 6162.8 - Research)

(cf. 9322 - Agenda/Meeting Materials)

~~The Board is the unit of authority. An individual Board member is a part of the governing body which represents and acts for the community as a whole. Apart from the normal function as part of the unit, the Board member has no individual authority. No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools; nor, as an individual, command the services of any school employee. Individually, the Board member may not commit the district to any policy, act or expenditure.~~

No members of the Board shall be asked to perform any routine or clerical duties which may be assigned to an employee, nor shall any Board member become an employee of his/her district while serving on the Board.

A Board member should resign from the Board before seeking to secure district employment. In no event shall a final decision for hire be made prior to receiving the Board member's resignation.

(cf. 9250 - Remuneration, Reimbursement and other Benefits)

(cf. 9270 - Conflict of Interest)

~~Board members who visit schools of their own volition have no more authority than any other citizen. Board members have authority only in regularly called meetings of the Board, or when delegated specific tasks by Board action.~~

Commented [AE1]: This is not in the AASB Model BB 9200.

~~(cf. 1250 – Visits to the Schools)~~

Obligations of Members

Members of the Board must ~~endeavor~~ ~~make strong efforts~~ ~~make strong efforts~~ to attend all meetings, study all materials presented with the agenda prior to attending the meeting, participate in the discussion of any items which come before the Board, and vote on all motions and resolutions, abstaining only for compelling reasons. If no compelling reason requires abstention, members of the Board shall not abstain.

If a Board Member knows they will be unable to attend scheduled meetings, worksession, or committee assignments they must notify the Board President ~~or and the Superintendent's Office of this intended absence. If a Board Member notifies the Superintendent's Office with a request for an excused absence, this information will be communicated to the Board President for his/her decision and action.~~

Commented [AE2]: This is not in the Model AASB policy.

The Board member should not ~~place subordinate the education of children and youth to any~~ partisan principle, group interest, or the member's own personal interest ~~above the education of children and youth.~~

The Board member should be prepared and willing to devote a sufficient amount of time to the study of the problems of education in the district, the state, and the nation in order to interpret them to the people of the district.

~~(cf. 9230 - Meetings)~~

Legal Reference:

ALASKA STATUTES

[14.14.140](#) *Restrictions on employment*

Adoption Date: May 23, 1995

Revision Date: June 6, 2023

Revision Date:

Northwest Arctic Borough School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-121

FR: Office of the Superintendent

SUBJECT: Approval of Purchase,
Lovevery INC.

ABSTRACT:

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

ISSUE:

At issue is the Board's approval of the purchases of Science of Reading Learning Kits from Lovevery INC for an amount not to exceed \$90,000

BACKGROUND AND/OR PERTINENT INFORMATION:

The Reading Skill Sets from Lovevery are based on The Science of Reading. The Science of Reading is a body of research that identifies the most effective methods of teaching children how to read. The Reading Skill Sets combines this research—and Montessori principles—with motivating games and books and are designed to be easy to follow for parents and children alike.

As part of the Innovations in Literacy grant, we have been encouraged to spend down some of the carryover funds this budget period. As part of the spend down plan we are purchasing Reading Skill Sets for PreK through 2nd grade. Our Literacy Specialists will be presenting these kits to parents during Literacy Nights starting next school year and students will receive a kit of their own to take home.

Funding: Literacy Connections (LIT) Fund 353

ALTERNATIVES:

1. Approval of the purchase of Science of Reading Learning Kits from Lovevery INC for an amount not to exceed \$90,000 as presented.
2. Disapproval of purchase of Science of Reading Learning Kits from Lovevery INC for an amount not to exceed \$90,000 as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the purchase of Science of Reading Learning Kits from Lovevery INC for an amount not to exceed \$90,000 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-122

FR: Office of the Superintendent

SUBJECT: Approval of Purchase
Follett Content Solutions

ABSTRACT:

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

ISSUE:

At issue is the Board's approval of the purchase of library books for schools from Follett Content Solutions for an amount not to exceed \$675,000

BACKGROUND AND/OR PERTINENT INFORMATION:

As part of the Innovations in Literacy grant, we have been encouraged to spend down most of the carryover funds this budget period. As part of the spend down plan submitted to our federal grant program manager, we are purchasing a refresh of library books district wide. Follett will create customized lists for each school based on our needs and will process the books with laminated covers, label for Lexile reading levels and for Accelerated Reading Program. Books will be delivered on the barge in July and will be shipped to sites with the fall curriculum shipments.

Follett Content Solutions is considered a sole source for Titlewave Books.

Funding: Literacy Connections (LIT) Fund 353

ALTERNATIVES:

1. Approval of the purchase of library books for schools from Follett Content Solutions for an amount not to exceed \$675,00 as presented.
2. Disapproval of purchase of library books for schools from Follett Content Solutions for an amount not to exceed \$675,000 as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the purchase of library books for schools from Follett Content Solutions for an amount not to exceed \$750,000 as presented.

MEMORANDUM

TO: NWABSD Board of Education

DATE: April 29, 2025

NUMBER: 25-123

FR: Office of the Superintendent

SUBJECT: FY26 Heating Fuel

ABSTRACT:

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

ISSUE:

At issue is board approval to award the Northwest Arctic Borough School District's FY26 heating fuel order to the lowest bidder by site.

BACKGROUND AND/OR PERTINENT INFORMATION:

On April 16, 2025, the Property Services department issued an RFP to fuel vendors for the purchase and delivery of approximately 333,000 gallons of #1 heating fuel and 4000 gallons of unleaded gasoline, to ten (10) NWABSD school sites in summer 2025. The RFP was sent to the two vendors that deliver fuel within the Northwest Arctic Borough, Crowley Petroleum Distribution and Vitus Fuel Services. The deadline for submitting bids is Friday, May 2, 2025, at 4:00 p.m. The lowest bidder by site will be awarded the fuel bid(s).

The administration is recommending the approval of this proposal.

ALTERNATIVES:

1. Approve the administration's request to award the NWABSD FY26 heating fuel order to the lowest bidder by site.
2. Disapprove the administration's request to award the NWABSD FY26 heating fuel order to the lowest bidder by site.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The Administration recommends Board approval to award the NWABSD FY26 heating fuel order to the lowest bidder by site.

RFP MEMORANDUM

TO: Crowley Petroleum Distribution
Vitus Terminals

FR: Mark A. Moore: Director, NWABSD Property Services

DATE: April 16, 2025

RE: Summer 2025 Fuel Bid

The Northwest Arctic Borough School District is soliciting bids for the purchase and delivery of approximately 333,000 gallons of #1 heating fuel during the 2025 summer barge season as well as approximately 4,000 gallons of unleaded gasoline to Kivalina. The fuel should be delivered to the attached ten (10) sites in the corresponding estimated quantities. Kivalina schools fuel should be delivered to the new site located 7 miles inland. Bidders should bid on the ten (10) fuel orders/sites separately. Bids should include all non-exempt taxes and will be awarded to the lowest bidder by site. Interested bidders should email or fax bids to Mark A. Moore at the NWABSD Property Services department by 4:00 p.m., Friday May2, 2025.

Mark A. Moore
Northwest Arctic Borough School District
Property Services Department
P.O. Box 51
Kotzebue, Alaska 99752
Phone: (907) 442-1871
Fax: (907) 442-2391
Email: mmoore@nwarctic.org

SUMMER 2025 ESTIMATED HEATING FUEL ORDER

	<u>NWABSD Order</u>	<u>ANTHC Order</u>
Ambler	15,000	6,000
Buckland	22,000	11,000
Deering	10,000	14,000
Kiana	25,000	7,000
Kivalina	38,000	5,000
Kobuk	17,000	1,000
Kotzebue	110,000	0
Noorvik	44,000	24,000
Selawik	35,000	22,400
Shungnak	17,000	1,000
Total	333,000	91,400

Kivalina unleaded gasoline 4000 gallons

MEMORANDUM
Human Resources

TO: NWABSD Board of Education

DATE: April 29, 2025

NUMBER: 25-124

FROM: Office of Superintendent

SUBJECT: Approval of Human
Resources

ABSTRACT:

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

ISSUE:

At issue is the approval of Human Resources actions.

BACKGROUND AND/OR PERTINENT INFORMATION:

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

The Human Resources action item for Board approval of the certified rehires for FY26 for the District Office, Alaska Technical Center, Star of the North, Ambler, Buckland, Deering, June Nelson, Kiana, Kivalina, Kobuk, Kotzebue Middle High School, Noatak, Noorvik, Selawik, Shungnak and Home School.

Human Resources non action items include certified resignations, and certified transfers. Certified resignations are for the District Office, Buckland, Deering, June Nelson, Kivalina, Kobuk, Kotzebue, Noatak, and Shungnak.

ALTERNATIVES:

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

ADMINISTRATION RECOMMENDATION:

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

**Memorandum
Human Resources**

To: Regional School Board Members

Date: April 29, 2025

FR: Office of the Superintendent

Subject: Human Resources Action Item

Kathryn Self, Director of Human Resources reports on the following:

HR recruiters are currently recruiting for approximately certified positions for FY26 and classified positions (and additional temporary positions). HR recruiters and staff are interviewing candidates from Alaska Teacher Placement, Handshake, LinkedIn, along with staff referrals. We currently have 147 of 182 returning certified staff. Returning staff includes 55 J1/H1-B teachers working in our District.

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

- a) Certified new hires FY25
- b) Classified new hires FY25
- c) Certified rehires FY26
- d) Certified rehires/ transfer FY26
- e) Classified rehires/transfer FY26
- f) Certified new hires FY26

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

<u>LOCATION&DATE</u>	<u>NAME</u>	<u>POSITION</u>
<u>BUCKLAND</u>		
01/18/25	Fjell Thomas	Teacher
<u>KOTZEBUE MIDDLE HIGH</u>		
12/02/24	Clayton Gindt	Assistant Principal

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

<u>JNES</u>		
03/24/25	Amari Lewis	SpEd Aide
<u>SELAWIK</u>		
02/20/25	Trina Walton	Bilingual Instructor

FY25 Classified New Hires continues:

MAINTENANCE

01/1625	Mark Moore	Director Prop Services
02/11/25	Ryan Ahmaogak	Kotz Maintenance

c) The administration recommends approval of the following FY26 Certified Rehires:

<u>LOCATION&DATE</u>	<u>NAME</u>	<u>POSITION</u>
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Ambler

03/01/25	Kevin Matthews	Principal
03/01/25	Lisa Carter	SpEd Teacher
03/01/25	Mary Palma	Teacher
03/01/25	Nna Duallo	Teacher
03/01/25	Ruth Simplicio	Teacher
03/01/25	Grace Felisilda	Teacher
03/01/25	Linda Skadowski	Teacher

BUCKLAND

03/01/25	Charles Esmailka	Teacher
03/01/25	Madalyn (Renaë) Morgan	Teacher
03/01/25	William Doty	Teacher
03/01/25	Evelyn Cortes	Teacher
03/01/25	Matthew Berlin	Teacher
03/01/25	Dondee Valliente	Teacher
03/01/25	Denise Keys	Teacher
03/01/25	Joseph Spink	Teacher
03/01/25	Silmarie Actub	Teacher
03/01/25	Weismily Pangilinan	Teacher
03/01/25	Florence Nolton	Teacher
03/01/25	Aileen Ederango	Teacher

DEERING

03/01/25	Mary Romano	Teacher
03/01/25	Danilo Guillemer	Teacher

JUNE NELSON

03/01/25	Mary Norton	SoEd Provider/Teacher
03/01/25	Elle Bryan Espino	Teacher
03/01/25	Mary Geneston	Teacher
03/01/25	Marjorie Baker	Teacher
03/01/25	Lisa Ungry	Teacher
03/01/25	Ashley Hansen	Teacher
03/0125	Darlaia Caldwell	Teacher
03/01/25	Miranda Eakin	Teacher
03/01/25	Terry Cooper	Teacher
03/01/25	Dolly Toche	Teacher
03/01/25	Vermon Ceballos	Teacher
03/01/25	Myrcelynne Libres	Teacher
03/01/25	Remia Luspo	Teacher

FY26 Certified Rehires Continued:

JUNE

03/01/25	Edilyn Medina	Teacher
03/01/25	Katie Hansen	Teacher
03/01/25	Mya Enderle	Teacher
03/01/25	Analie Frix	Teacher

KIANA

03/01/25	James Stewart	Principal
03/01/25	Ronnie Hawley	Teacher
03/01/25	Megan Strong	Teacher
03/01/25	Billie Jo Bellamy	Teacher
03/01/25	Victoria Morris	Teacher
03/01/25	Lynn Smith	Teacher
03/01/25	Janeil Stewart	Counselor/Intern

KIVALINA

03/01/25	Jeremy Millard	Principal
03/01/25	Meilve Castro	SpEd Teacher
03/01/25	Lucilyn Sahibol	Teacher
03/01/25	Dr. Dominic Diing	Teacher
03/01/25	Jenissa Magbanue	Teacher
03/01/25	Grace Menor	Teacher
03/01/25	Maria Mabaylan	Teacher
03/01/25	Keziah Diabo	Teacher
03/01/25	Chloe Mae Nasibog	Teacher

KOTZEBUE

03/01/25	Jessica Heisler	Principal
03/01/25	Winilinda Ybanez	SpEd Teacher
03/01/25	Matthew Brown	SpEd Teacher
03/01/25	Marylinda Puzon	SpEd Teacher
03/01/25	Jay Panlilio	SpEdTeacher
03/01/25	Jacqueline Labial	Teacher
03/01/25	Leslie Owens	Teacher
03/01/25	Jusan Catalan	Teacher
03/01/25	Kenneth Vildosola	Teacher
03/01/25	Joe Bullock	Teacher
03/01/25	Merle Green	Teacher
03/01/25	Adonis Capulong	Teacher
03/01/25	Jane Quinones	Teacher
03/01/25	Socrates Embesan	Teacher
03/01/25	Mellisia Troyer	Counselor/Intern

KOBUK

03/01/25	Kelli Tallman	Teacher
03/01/25	Jacqueline McManus	Teacher
03/01/25	Jaz Ramirez	Teacher

FY26 Certified Rehires Continued:

NOATAK

03/01/25	Lori Lundgaard-Hall	Principal
03/01/25	Ashley Ort	SpEdTeacher
03/01/25	Nadene Parshall	SpEd Teacher
03/01/25	Lea Guleng	Teacher
03/01/25	Benjamin Heebner	Teacher
03/01/25	Kayla Pietila	Teacher
03/01/25	Ivy Coritana	Teacher
03/01/25	Daphne Rashid-Tadeo	Teacher
03/01/25	Careen Bravo	Teacher
03/01/25	Sarrah Dalingay	Teacher
03/01/25	Roxiann Wolfe	Teacher

NOORVIK

03/01/25	Leslie Zibell	Principal
03/01/25	Judylynda Alvarez	SpEd Teacher
03/01/25	Tamara Milner	Teacher
03/01/25	Ronnie Carroll	Teacher
03/01/25	Uzziel Irog-Irog	Teacher
03/01/25	Catherine Stroup	Teacher
03/01/25	Irvin Irog-Irog	Teacher
03/01/25	Jilbert Jaurigue	Teacher
03/01/25	Mary Flor Babia	Teacher

SELAWIK

03/01/25	Jamie Cowart	Principal
03/01/25	Rachel Harmon	Asst. Principal
03/01/25	Harold Dino	SpEd Provider/Teacher
03/01/25	Karen Wells	SpEd Teacher
03/01/25	Alma Celis	SpEd Teacher
03/01/25	Bradley Schott	Teacher
03/01/25	William Johnson	Teacher
03/01/25	Savannah Smead	Teacher
03/01/25	Cathy Brown	Teacher
03/01/25	James Taylor	Teacher
03/01/25	Ricky Cowart	Teacher
03/01/25	Justy Tuquib	Teacher
03/01/25	Kirk Bergen	Teacher
03/01/25	Jane Solas	Teacher
03/01/25	Paul Ramos	Teacher
03/01/25	Larel Woods	Teacher
03/01/25	Marafior Tagupa	Teacher

SHUNGNAK

03/01/25	April de la Cruz	SpEd Teacher
03/01/25	Juvy Pamunag	Teacher
03/01/25	Mhadelle Lugod	Teacher
03/01/25	Cheryl Abejuela	Teacher

FY26 Certified Rehires Continued:

STAR OF THE NORTH

03/01/25	Clay Beck	Teacher
03/01/25	Marc Tumaneng	Teacher

ATC

03/01/25	Joseph Groves	Director
03/01/25	Shirley Dukes	Asst. Director
03/01/25	Aletha Duchene	ILOP Program Dev Spec

DISTRICT OFFICE

03/01/25	Jeff Alexander	Asst. Superintendent
03/01/25	Kimberly Addington	Staff Dev Coordinator
03/01/25	Zonda Martin	Staff Dev Specialist
03/01/25	Jacob Ray	Staff Dev Specialist
03/01/25	Jennifer Green	Staff Dev Specialist
03/01/25	Perrian Windhausen	Director Special Services
03/01/25	Ron Malcolm	Asst. Dir Special Services
03/01/25	Frances Gage	SpEd Specialist
03/01/25	Payton McConnell	Speech Pathologist
03/01/25	Angela Eisel	SpEd PreK-12 Itinerant
03/01/25	Tracey Schaeffer	Clinical Coordinator
03/01/25	Amy Eakin	Director Technology
03/01/25	Paul Wood	Asst. Dir. Technology
03/01/25	Joy Coburn-Smith	Director Title IX
03/01/25	Scott Martin	Program & Staff Dev Spec

d) The administration recommends approval of the following FY26 Certified ReHires/Transferred:

LOCATION&DATE	NAME	POSITION
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BUCKLAND

03/01/25	Jean Loreda	Teacher
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DEERING

03/01/25	Richard Andrews	SpEd Teacher
03/01/25	Alvin Altares	Teacher

JNES

03/01/25	Corey Shepherd	Principal
03/01/25	Ariel Lehayon	Teacher
03/01/25	Alvin Altares	Teacher

KOTZEBUE

03/01/25	Geoffrey Frix	Asst. Principal
03/01/25	Amanda Riste-Saltzman	Teacher

FY26 Certified ReHires/Transferred continue:

NOORVIK

03/01/25 Dawn Davis Teacher

HOMESCHOOL

03/01/25 Sable Marandi Principal

DISTRICT OFFICE

03/01/25 Tracy Bell Data Specialist
03/01/25 Tracey Hyatt SpEd Specilaist
03/01/25 Amie Webb Itinerant Counselor
03/01/25 Kathryn Self Asst. Dir Human Resource

- e) The administration recommends approval of the following FY26 Classified Rehires/Transfer:

DISTRICT OFFICE

03/01/25 Natalie Dickey Director of Admin Services

- f) The administration recommends approval of the following FY26 Certified New Hires:

DEERING

06/28/25 Angela Schraven Principal
08/07/25 Darci Shane Teacher

KIANA

8/07/25 Patricia Wilson SpEd Teacher

JUNE NELSON

08/07/25 TaShona Pernell Hayes SpEd Teacher

KOTZEBUE

03/01/25 Michael Lancaster Teacher

DISTRICT OFFICE

03/01/25 Deborah Lancaster Director Curriculum

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 16, 2025

NUMBER: 25-125

FR: Office of the Superintendent

SUBJECT: Approval of
Design Funding Deering
Replacement School

ABSTRACT:

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

ISSUE:

At issue is board approval of additional funding for the contract with Burkhart Croft Architects for Pre-Design, Off-Site Utility and Gravel Stockpiling design for the Deering Replacement School in an amount not to exceed \$190,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

Deering K-12 Replacement School is ranked #3 on DEED's FY26 School Construction list. The project total is \$56,872,139 with \$11,374,428 as local share. This project is not included in the Governor's budget, and it is not expected to be fully funded in FY 26. However, District has lobbied for sitework funding of \$10M.

There are two significant infrastructure projects in addition to the school project that are pending for Deering. Alaska Department of Transportation (DOT) will bid their new evacuation road this summer. Alaska Native Tribal Health Consortium is in the design phase, and seeking funding, for replacement and extension of the water and sewer systems. Both projects impact the school project both physically and in construction timing.

In order to be ready for school construction once funding is received, and to coordinate with these two projects, there are several Pre-Design efforts that need to begin. These include Cultural Resources impact evaluation, permitting, and surveying. Project needs to secure site control with NANA which requires various surveys, NANA Committee meetings, and Non-Objection letters from the Village and City of Deering, etc. Permits from both the Corp of Engineers and the Borough are needed. \$100,000 is needed for Pre-Design.

In addition, DEED does not pay for work off the school site such as utility extensions. Therefore, we need to do pre-design for these extensions in order to pursue other grants to fund this future work. \$35,000 is needed for preliminary off-site utility design.

DOT's road project will bid this summer. If the replacement school project is at least partially funded either this summer or next, we would be able to at least stockpile gravel on our site while DOT's contractor is still in the community, thus saving significant costs. Site control and permits, secured through Pre-Design efforts above, are required for us to stockpile gravel. Documentation of how much gravel and the type of gravel needed, where to put it, etc. is required to be able to procure gravel stockpiling. This design work can be completed now, so that we are ready to execute this work once construction funding is secured. Gravel Stockpile design needs \$55,000 in funding.

Minimum requested funding is \$135,000 for Pre-Design and Off-site utility work. Administration recommends including the gravel stockpiling design as to not delay time sensitive work once there is construction funding. Total requested funding is therefore \$190,000.

The district will continue to utilize the Burkhart Croft Architects and their engineers as the design team of record for the project. BCA was selected for this work under a competitive term contract procurement.

ALTERNATIVES:

1. Approve the allocation of \$190,000 to the Deering Replacement School Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, as presented.
2. Disapprove the allocation of \$190,000 to the Deering Replacement School Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, as presented.
3. Take no final action.

RECOMMENDATION:

The administration recommends the Board approve the allocation of \$190,000 to the Deering Replacement School Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 17, 2025

NUMBER: 25-126

FR: Office of the Superintendent

SUBJECT: Approval of Budget Transfer
to Design Contract Davis-
Ramoith K-12 School
Renovation

ABSTRACT:

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

ISSUE:

At issue is budget reallocation to Burkhart Croft Architects design contract for bidding assistance and construction administration services of the Davis-Ramoith K-12 School Renovation.

BACKGROUND AND/OR PERTINENT INFORMATION:

Davis-Ramoith K-12 School Renovation is an FY25 executed grant agreement with Department of Education for a project total of \$9,424,172. \$7,539,339 is from the state and \$1,884,834 is local match. This project has reached 65% design completion, is working toward 95% design and will be bid in late summer or early fall.

In anticipation of the project bidding and moving into construction, the Administration recommends reallocating \$200,000 of granted funds for bidding and construction phase services to be provided by the design team. No additional funding is being requested from the Board, this is only moving money within the existing budget of granted funds. This is an expected move and does not lower the amount available for construction.

It is recommended that the Superintendent be delegated contracting authority for the design team's work through project completion. The requested budget reallocation should cover all remaining contract fees for the design team.

ALTERNATIVES:

1. Approve the budget reallocation of \$200,000 for the Davis-Ramoith K-12 School Renovation Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, as presented.
2. Disapprove the budget reallocation of \$200,000 for the Davis-Ramoith K-12 School Renovation Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, as presented.
3. Take no final action.

RECOMMENDATION:

The administration recommends the Board approve the budget reallocation of \$200,000 for the Davis-Ramoth K-12 School Renovation Project and the delegation of authority to the Superintendent to contract with Burkhart Croft Architects, within this budget.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 16, 2025,

NUMBER: 25-127

FR: Office of the Superintendent

SUBJECT: Approval to Amend
AHFC Grant for Buckland
to add a unit & additional
funding

ABSTRACT:

The administration requests approval of the School Board to request Alaska Housing Finance Corporation (AHFC) to add construction of an additional unit, for an additional \$140,000 of local match, to the district's current teacher, health and safety professional housing grant at Buckland.

ISSUE:

The efficiency of simultaneous construction of multiple housing units will allow the District to construct an additional, standalone unit in Buckland. Board approval is needed to request AHFC to amend grant THP-23-NAB-1 to add an additional housing unit with two bedrooms.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Alaska Housing Finance Corporation (AHFC) has a program available to encourage the development of housing for teachers, health professionals and public safety in rural areas. In October 2023 AHFC awarded a \$500,000 grant to the District for the construction of a duplex in Buckland with the District providing a match of \$250,297. AHFC also awarded the same amount for a joint District and Borough duplex in Buckland. The District manages the shared grant and the Borough reimburses half of the matching share for the shared duplex only. Overages of the shared unit are shared 50/50 between the District and Borough.

The current duplexes are each estimated to cost \$750,000. For an additional \$140,000 a fifth unit can be completed. Through the efficiency of constructing multiple buildings and careful utilization of materials and labor, the District anticipates that an additional housing unit can be completed. The overage is spread across all units in the project and is not isolated to any specific structure. This is an incredible savings compared to construction of a separate housing project. District will gain another much needed unit in Buckland, for a total of four units with two bedrooms each.

AHFC approval is required to add an additional unit to the scope of the grant. AHFC has told the District that it is receptive to adding additional housing to the grant without additional grant funding.

As It is a much simpler process to amend the District's grant than to modify the joint grant, the Superintendent recommends that AHFC be requested to amend the District only grant.

After grant closeout, actual occupancy of specific units can be jointly determined by the District and the Borough. It is an AHFC requirement that all units constructed under this grant program be used exclusively for teacher, healthcare or public safety professionals for ten years after project completion. Both the District and the Borough sign agreements to this effect. Occupancy and management responsibilities of the units can be worked out between the District and Borough as long as each unit serves the intended purpose.

ALTERNATIVES

1. Approve request to AHFC to add an additional housing unit for \$140,000 of local funding to District's grant THP-23-NAB-1 pending approval of Borough Funding;
2. Do not approve request to AHFC to add an additional housing unit for \$140,000 of local funding to District's grant THP-23-NAB-1 pending approval of Borough Funding;
3. Take no action.

ADMINISTRATION'S RECOMMENDATION

The administration recommends the Board approve request to AHFC to add an additional housing unit for \$140,000 of local funding to District's grant THP-23-NAB-1 pending approval of Borough Funding.

MEMORANDUM

TO: NWABSD Board of Education Members

DATE: April 28, 2025

NUMBER: 25-128

FR: Office of the Superintendent

SUBJECT: Adoption of FY26 Proposed Operating Fund Budget

ABSTRACT:

The School Board shall establish and maintain a balanced budget.

ISSUE:

At issue is the adoption of the Fiscal Year 2025-2026 Proposed Operating Fund Budget.

BACKGROUND AND/OR PERTINENT INFORMATION:

The FY26 Proposed Operating Fund Budget is being presented for adoption. Proposed actions to balance the FY26 Budget were presented and discussed in detail at the budget work sessions on Monday, March 24, 2025, and Wednesday, April 9, 2025. The Board of Education and Superintendent created the FY26 Proposed Operating Fund Budget based off estimated increases to expenditures and decrease to revenues.

Presented to you for adoption is the FY26 Proposed Operating Fund Budget, which includes:

- Revenue Plan of \$65,877,405
- Expenditure Plan of \$70,727,105
- Transfers Out to Other Funds in the amount of \$675,000
- Transfers In from CIP Local Share in the amount of \$2,300,000
- Use of Fund balance in the amount of \$3,224,699

The FY26 Proposed Operating Budget includes the following reductions:

- Food Service program
- Student Activities
- RediStar program
- supply and travel
- Pupil Transportation
- Alaska Technical Center
- STAR of the Northwest
- Board of Education

Further reductions may be needed if revenue and fund balance actuals differ from projections

At this time, the Board of Education has built the budget to include the items below:

- Classroom sizes will remain the same
- No reduction of certified or classified staff district-wide in response to funding shortage.

The District Administration will continue to look for revenue sources to pay for these important programs.

ALTERNATIVES:

1. Adopt the FY26 Proposed Operating Fund Budget as presented;
2. Disapprove the FY26 Proposed Operating Fund Budget as presented;
3. Take no action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board adopt the FY26 Proposed Operating Fund Budget as presented.

**Northwest Arctic Borough School District
FY26 PROPOSED Operating Budget**

	FY25 REVISION #2	FY26 PROPOSED
REVENUE		
Other Local Revenue	\$2,100,000	\$3,000,000
Earnings on Investments	\$770,000	\$770,000
Donations/Contributions	\$0	\$0
Borough Appropriation	\$8,068,263	\$6,568,263
E-rate Program	\$19,452,945	\$11,609,460
State Foundation	\$41,069,924	\$36,194,559
Quality Schools	\$105,925	\$106,133
TRS On-behalf	\$2,505,160	\$2,404,313
PERS On-behalf	\$447,788	\$461,615
Revenue-Other State Sources	\$1,649,524	\$821,180
Impact Aid Program	\$3,441,882	\$3,941,882
TOTAL REVENUES	\$79,611,411	\$65,877,405
TRANSFERS IN		
CIP Reserved Local Share	\$1,500,000	\$2,300,000
TOTAL TRANSFERS IN	\$1,500,000	\$2,300,000
EXPENSES		
Certificated Salaries	\$15,544,407	\$14,759,259
Non-Certificated Salaries	\$9,312,698	\$8,986,365
Leave Pay Out	\$285,000	\$275,074
Stipends	\$87,750	\$109,750
Employee Benefits	\$12,662,084	\$11,503,548
TRS On-behalf	\$2,505,160	\$2,404,313
PERS On-behalf	\$447,788	\$461,615
SUBTOTAL: Personnel	\$40,844,887	\$38,499,923
Prof & Technical Services	\$4,840,647	\$4,301,720
Staff Travel	\$428,000	\$360,101
Board Travel	\$83,852	\$45,000
Student Travel	\$1,169,775	\$19,000
Utility Services	\$21,696,384	\$13,790,503
Energy (w/ electricity & fuel)	\$4,323,719	\$6,195,600
Other Purchased Services	\$4,470,556	\$4,500,262
Property & Liability Insurance	\$1,396,452	\$1,489,641
Supplies, Materials & Media	\$1,765,266	\$1,607,682
Tuition	\$40,000	\$40,000
Dues & Fees	\$88,680	\$72,675
Inventoried Equipment	\$55,000	\$55,000
Indirect Cost Recovery	(\$250,000)	(\$250,000)
SUBTOTAL: Non-Personnel	\$40,108,331	\$32,227,182
TOTAL EXPENSES	\$80,953,218	\$70,727,105
TRANSFERS OUT		
Food Service Fund	\$1,200,000	\$0
ATC	\$1,105,214	\$0
Star of the NW-Magnet School	\$100,000	\$0
Teacher Housing Fund	\$450,000	\$675,000
Special Revenue Fund	\$150,000	\$0
TOTAL TRANSFERS OUT	\$3,005,214	\$675,000
INC/(DEC)-UNRESERVED FB	(\$2,847,021)	(\$3,224,699)
Projected EOY Fund Balance	\$10,927,573	\$5,280,552
Decrease in Fund Balance	\$2,847,021	\$3,224,699
Est. Prepaid & Inventory	\$2,800,000	\$2,000,000
Projected BOY Fund Balance	\$5,280,552	\$55,852

ACTION ITEM

TO: NWABSD Board of Education
Members

DATE: April 28, 2025,

NUMBER: 25-129

FR: Office of the Superintendent

SUBJECT: Approval of Award of
Contract to NW Electric
Inc.

ABSTRACT

Contracts over \$50,000.00 require Board Approval.

ISSUE

At issue is approval of a contract to NW Electric Inc. for electrical subcontracting for two Buckland Teacher Housing projects.

BACKGROUND AND/OR PERTINENT INFORMATION

Alaska Housing Finance Corporation (AHFC) offers grant funding through their Rural Professional Housing Program to encourage the development of housing for teachers, health professionals and public safety in rural areas. District was awarded and accepted two grants of \$500,000 each with one being for a District only duplex and the other for a shared District and Borough duplex. The District manages the grants and constructs the units.

The two duplexes and individual unit are nearing completion. Due to the loss of the former Director of Property Services, who was a journeyman electrician, District needs to subcontract with an electrical company to complete the necessary work. NW Electric Inc, has provided a quote of \$49,302 for the District only duplex and the standalone fifth unit. The second quote is for the shared District and Borough unit for \$43,850. Because the combined Memorandum of Agreement to NW Electric Inc. will be over \$50,000, Board approval is required. To cover potential unforeseen events and contracting conditions, \$105,000 in budget and contracting authority is requested. Funding is from already accepted AHFC grants and already approved District match.

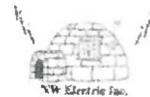
To move forward, the Superintendent requires approval to award the contract and the delegation of contracting authority to manage the contract and budget.

ALTERNATIVES

1. Approve the award of contract to NW Electric Inc. not to exceed \$105,000 split between the two projects, and approve delegation of contracting authority to the Superintendent as presented and pending funding approval;
2. Do not approve the award of contract to NW Electric Inc. not to exceed \$105,000 split between the two projects, and approve delegation of contracting authority to the Superintendent as presented and pending funding approval;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION

4. The administration recommends approval of the award of contract to NW Electric Inc. not to exceed \$105,000 split between the two projects, pending funding approval and approve delegation of contracting authority to the Superintendent as presented.



NW Electric, Inc.

PROPOSAL

No. 2025-18

To: NWABSD
 Attn: Mark Moore
 Date: 4/8/25

Project: **Buckland School Apartments Project 513**
 RE: **Complete Electrical System**

SCOPE OF WORK:

NW Electric will provide, labor, per diem for Buckland School Apartments Project. Proposal is based on pictures from Donovan Watkins for one duplex. NW Electric will provide complete wiring of three buildings, Proposal includes wiring controls of boilers. NWABSD will provide all material, freight, travel and housing for project. If any materials purchased by NW Electric cost will include 200% markup for material or freight.

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181	D	Labor	<input type="checkbox"/>	181	CAD Drawings
D	181	Materials	<input type="checkbox"/>	181	Cutting, Patching, Painting, and Fire Caulking
D	181	Airfares	D	181	Digging and Trenching Excludes:
D	<input type="checkbox"/>	Freight Excludes:	D	181	Dumpster and Disposal Fees
D	181	Demo	0	181	DDC Controls, Thermostats, Duct Detectors
D	181	Housing Camp Days Excluded:	D	181	Hazardous Material Removal
181	D	Per Diem	D	181	Housekeeping Pads
D	181	Ground Transportation	<input type="checkbox"/>	181	Lift, Scaffolding, and Equipment
181	D	Project Management and Admin	D	181	Permits
D	181	Asbestos Abatement	D	181	Taxes (incl. City Sales Tax)
181	D	As-builts	181	D	Test Reports
0	181	Barricades or Signage for Open Trench	D	181	Utility Charges and Fees
D	181	Bollards	D	181	Welding
D	181	Bonding Costs	D	181	Temporary Power after Rough-in
D	181	Engineered Costs	181	D	Boiler Control wiring

Total Cost.....\$ **43,850.00**

Proposal price is valid for 30 days.

If a Contract Purchase Order is required for this scope of work, please reference this proposal in the contract document otherwise please refer to the terms of this proposal and authorize NW Electric, Inc. to proceed with the work.

Signature: Date: 4/8/25	Signature: Date:
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NW Electric, Inc.

PROPOSAL

No. 2025-17

To: NWABSD

Attn: Mark Moore
Date: 4/8/25

Project: Buckland School Apartments Project 512
RE: Complete Electrical System

SCOPE OF WORK:

NW Electric will provide, labor, per diem for Buckland School Apartments Project. Proposal is based on pictures from Donovan Watkins for 1 each duplex's and one 2Br apartn.ent. NW Electric will provide complete wiring of three buildings. Proposal includes wiring controls of boilers. NWABSD will provide all material .freight. travel and housing for project. If any materials purchased by NW Electric cost will include 20% markup for material or freight.

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181	D	Labor	<input type="checkbox"/>	18!	CAD Drawin□
D	181	Materials	<input type="checkbox"/>	18!	Cutting, Patching, Painting, and Fire Caulking
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D	181	Demo	C	181	DDC Controls, Thermostats, Du.ct Detectors
D	181	Housing Camp Days Excluded:	<input type="checkbox"/>	181	Hazardous Material Removal
18!	<input type="checkbox"/>	Per Diem	0	18!	Housekeeping Pads
D	181	Ground Transportation	D	181	Lift, Scaffolding, and Equipment
181	<input type="checkbox"/>	Project Management and Ad.min	<input type="checkbox"/>	<input type="checkbox"/>	Fermi□
0	181	Asbestos Abatement	<input type="checkbox"/>	181	Taxes (incl. City Sales Tax)
<input type="checkbox"/>	<input type="checkbox"/>	As-builts	181	D	Test Reports
<input type="checkbox"/>	181	Banicades or Signage for Open Trench	D	181	Utility Charges and Fees
D	181	Bollards	D	!Z!	Welding
D	181	Bonding Costs	D	<input type="checkbox"/>	Temporary Power after Rough-in
D	181	Engineered Costs	C8!	D	Boiler Control wiring

Total Co-st... ,..... \$ 49,302.00

Proposal price is vafu:l for□days.

If a Contract or Purchase Onkr is requi□d for this SCOJ# of work, pieasf rejertnce this proposal in the contract documents; otherwise please

Signature: <u>Denny McConnell</u>	Accepted By (name & title): <u>Denny McConnell, President</u>
Date: <u>4/8/25</u>	Signature: _____
	Date: _____

ACTION ITEM

TO: NWABSD Board of Education
Members

DATE: April 28, 2025

NUMBER: 25-130

FR: Office of the Superintendent

SUBJECT: Approval of Contracts Not
to Exceed Grant Award
Amount and Delegation
of Contracting Authority

ABSTRACT

Contracts over \$50,000.00 require Board Approval.

ISSUE

At issue is approval of contracting authority not to exceed the AHFC grant amount for two Teacher Housing projects in Noatak.

BACKGROUND AND/OR PERTINENT INFORMATION

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 has been awarded two grants for two duplexes with each containing two, two-bedrooms units for a total of four new units. Grant awards are \$700,000 and \$595,750, totaling \$1,295,750, and the Board accepted the awards and approved \$440,000 in match to support both grants in January 2025.

Property Services has received the following quotes: SBS building materials for \$275,135.48, AMAQ Excavation for utilities and earthwork for \$200,000, and Everts Air Cargo for material transport for \$841,600. All three of these total \$1,316,735.48 which is \$20,985.48 over the available \$1,295,750 in AHFC grant funding. Administration requests authority up to the available grant funding of \$1,295,750 and will manage orders and contracts up to and not to exceed that amount. Final costs will be split evenly between the two projects and grants. Funding is from already accepted AHFC grants that reimburse the district for expenditures upon request.

To move forward, the Superintendent requires approval to award the contracts not to exceed reimbursable grant funding and the delegation of contracting authority to manage the contracts and budget.

ALTERNATIVES

1. Approve the award of contracts to SBS, AMAQ Excavation and Everts Air Cargo not to exceed \$1,295,750, split between the two projects, and approve delegation of contracting authority to the Superintendent as presented;
2. Do not approve the award of contracts to SBS, AMAQ Excavation and Everts Air Cargo not to exceed \$1,295,750, split between the two projects, and approve delegation of contracting authority to the Superintendent as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION

The administration recommends approval of the award of contracts to SBS, AMAQ Excavation and Everts Air Cargo not to exceed \$1,295,750, split between the two projects, and approve delegation of contracting authority to the Superintendent as presented.