



Nome Public Schools

Board of Education Meeting Agenda

March 11, 2025 - 5:30 PM
Regular Board Meeting, NES Library /Zoom
1057 E 5th Ave
Nome, Alaska 99762

PO Box 131
Nome, AK 99762

We inspire and empower students to be culturally grounded responsible citizens who are deeply connected to our community and world.

SCHOOL BOARD MEMBERS

Mrs. Darlene Trigg, President
Ms. Marjorie Tahbone, Vice President/Clerk
Mr. Jon Gregg, Treasurer
Mrs. Nancy Mendenhall
Ms. Sigvanna Tapqaq

AGENDA

A. Call to Order

1. Pledge of Allegiance 3
2. Nome Public Schools Mission Statement 4
3. Roll Call
4. Approval of Agenda

B. Consent Agenda

(Routine matter considered for approval as one motion. Any item can be pulled for separate consideration).

1. Approval of Minutes: Regular Meeting: February 11, 2025 5
2. Approval of February 2025 Disbursements
3. Approval of February 2025 Gifts, Grants and Bequests
4. Approval of February 2025 Personnel Report 9
5. Approval of Job Descriptions 11
6. Approval of Out of State Travel Requests

C. Correspondence 19

D. Awards and Presentations

1. Introductions of Guests & Visitors

E. Opportunity for Public Comments on Agenda/Non-agenda Items 22

(3 minutes per speaker, 30 minutes aggregate)

F. Superintendent Report 23

G. Information & Reports

1. Student Representative Report 63
2. Principal Reports 65
3. Director Reports 86
4. Business Manager Report 93

H. Second Public Comment Opportunity 103

(Individuals are limited to three minutes each.)

I. Action Item

1. Approval of Payroll Services Extensions Addendum 104
2. Approval of Certified Negotiated Agreement 107
3. Approval of Classified Negotiated Agreement 180

J. Board and Superintendent's Comments & Committee Reports

K. Upcoming Events:

- Tuesday, March 25, Special Meeting/Work Session, 5:30 pm, NES Library
- Thursday, March 27, Special Meeting, 5:30 pm, District Office Conference Room
- Tuesday, April 8, Regular Meeting, 5:30 pm, NES Library/Zoom
- Tuesday, April 14, Joint School Board and City Council Budget Work Session, 5:30 pm, City Hall
- Tuesday, April 22, Work Session, 5:30 pm, NES Library

L. Adjournment

BB 9320 Meetings: "Though great importance is given to the physical presence of School Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable."

To join the **Public Zoom** meeting on your computer or smart device, please use the link below:
<https://us02web.zoom.us/j/83164750847?pwd=yIVHS6XAYxkez4V7eauapI9BGa70a6.1>

Meeting ID: 831 6475 0847

Passcode: 547052

To call into the public Zoom meeting, please call any of the phone numbers below:

+1 669 900 6833

+1 253 215 8782

+1 346 248 7799

+1 929 205 6099

+1 301 715 8592

+1 312 626 6799

Pledge of Allegiance

Allegiance

(I promise)

Kamaksriḷḡmik akiqsruutmik

(to give)

to the flag

(of our land)

aituḡaa illalitaa nunapta

United States of America.

(here)

and to

(to) the republic

Ittuaq taavrumuḡa nunamun

one

nation

under

God

atausiq nuna ataani Agaiyutim

indivisible

with liberty

avgutaulḡuituaq pituiqsimaḷiq

and justice

for all

atisipḷuni illuqnaitnun.



Our Mission

We inspire and empower students to be culturally grounded responsible citizens who are deeply connected to our community and world.

Our Vision

Together, strong in identity, purpose, potential

Board and Superintendent Guiding Principles

- ◆ Works to ensure academic success for all students
- ◆ Works to promote positive community partnerships
- ◆ Provides leadership and support to ensure reading proficiency by 3rd Grade
- ◆ Supports the recruitment and retention of effective staff

Board and Superintendent Goals

- ◆ Provide the resources for the development and adoption of curriculum as per Board Policy (BP 6141).
- ◆ Support the integration of a student's culture in the curriculum within the context of the community through implementation of the Alaska standards for culturally responsive schools.
- ◆ Work to ensure all students feel connected to their peers and the adults in their schools by improving school climate.

BOARD OF EDUCATION MINUTES
Regular Meeting
Tuesday, February 11, 2025
5:31 pm
NES Library/Zoom

Member Gregg called the meeting to order at 5:31 pm Tuesday, February 11, 2025 with a quorum present.

Assistant Superintendent/HR Manager, Elizabeth Korenek-Johnson led the Pledge of Allegiance in Inupiaq.

Member Gregg read the Nome Public Schools Mission Statement.

School Board Members Present:

Darlene Trigg (excused)	Marjorie Tahbone (excused)	Jon Gregg
Nancy Mendenhall	Sigvanna Tapqaq (via Zoom)	
Student Representative, Lyndsay Johnson		

Others in attendance included:

Jamie Burgess	Alisha Papineau	Genevieve Hollins (via Zoom)
Mary Donaldson (via Zoom)	Karen Dixon (via Zoom)	Anna Lionas (via Zoom)
Jim Shreve	Nick Settle	Jill Peters
Michael Melovidov	Elizabeth Korenek-Johnson	Holly Harlow
Adam Lust	Jonathan Duarte	Teriscovkya Smith

APPROVAL OF AGENDA

Member Mendenhall moved to approve the agenda with the changes of removing I. Action Items I.4. Discussion followed.

The motion carried by a roll call vote with the following results:

Darlene Trigg: (excused)	Marjorie Tahbone: (excused)	Jon Gregg: yes
Nancy Mendenhall: yes	Sigvanna Tapqaq: yes	
Lyndsay Johnson (Advisory Vote): yes		

CONSENT AGENDA

Member Gregg moved to approve the minutes from Regular Meeting: January 14, 2025; the Special Meeting/Executive Session: January 28, 2025; the January 2025 disbursements; the January 2025 Gifts, Grants and Bequests; and the January 2025 personnel report.

The motion carried by a roll call vote with the following results:

Darlene Trigg: (excused)	Marjorie Tahbone: (excused)	Jon Gregg: yes
Nancy Mendenhall: yes	Sigvanna Tapqaq: yes	
Lyndsay Johnson (Advisory Vote): yes		

CORRESPONDENCE

NONE

INTRODUCTIONS OF GUESTS AND VISITORS

NONE

STUDENTS OF THE MONTH

Students of the Month for February 2025 are Athan Contreras and Michael Melovidov.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS

Community member, Adam Lust was disappointed there was no discussion on the NANA contract at the last work session. He shared an example of financial concern with the contract and questioned why it wasn't being looked into. He requested the board consider looking into other contractors for maintenance or renegotiate the NANA contract.

SUPERINTENDENT REPORT

Superintendent Burgess reported. The report is attached to the original of these minutes. Discussion followed.

INFORMATION AND REPORTS

Student Representative Lyndsay Johnson reported. The report is attached to the original of these minutes. Discussion followed.

NES Principal, Nicholas Settle reported. The report is attached to the original of these minutes. Discussion followed.

ACSA Principal, Lisa Leeper reported. The report is attached to the original of these minutes.

NBMHS Principal, Teriscovkya Smith reported. The report is attached to the original of these minutes. Discussion followed.

Assistant Superintendent/HR Manager, Elizabeth Korenek-Johnson reported on her trip to the Philippines for teacher recruitment. Discussion followed.

Director of Technology, Jim Shreve reported. The report is attached to the original of these minutes.

Director of SPED, Mary Donaldson reported. The report is attached to the original of these minutes.

Director of Federal Programs, Karen Dixon reported. The report is attached to the original of these minutes.

Director of Facilities, Jonathan Duarte reported. The report is attached to the original of these minutes.

CFO, Genevieve Hollins reported. The report is attached to the original of these minutes.



Nome Public Schools
 Personnel Items for Approval/Ratification
 March 11, 2025

Certified/Administrative Personnel

NEW HIRES	POSITION	LOCATION	EFFECTIVE DATE
Carton, Michelle	Principal	Nome Elementary	8/1/2025
CHANGE OF ASGMT			
Annas, Emily	Principal Teacher	Anvil City Science	8/1/2025
LEFT EMPLOYMENT			

Classified Personnel

NEW HIRES	POSITION	LOCATION	EFFECTIVE DATE
McRae, Kristine	Behavior Specialist	Nome-Beltz	3/3/2025
CHANGE OF ASGMT			
LEFT EMPLOYMENT			
Burgess, Evan	SPED Paraprofessional	Nome Elementary	4/11/2025

Extra Duty Contracts

NAME	POSITION	EFFECTIVE DATE
Callahan, Patrick	PE Vacancy Coverage	1/20/2025
Wharry, Ryan	PE Vacancy Coverage	1/20/2025

Spencer, Stacey	Extensions SPED Teacher	12/8/2025
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Non-Staff Coaches

NAME	POSITION	EFFECTIVE DATE

Temporary Personnel

NAME	POSITION	EFFECTIVE DATE
Horner Sutherland, Ariana	Substitute	3/5/2025
Volpe, Margaret	Substitute	2/23-3/21/2025

Volunteers Approved

NAME	EFFECTIVE DATE
Peacock, Lahka	2/12/2025

As District and School administrators and staff review job descriptions and update them, they will be presented to the board for approval. This month we have three descriptions for your review:

- **Accounts Payable/Purchasing and Receiving Specialist**
- **Executive Administrative Assistant**
- **Special Education Administrative Assistant**

NOME PUBLIC SCHOOLS

P.O. Box 131

Nome, AK 99762

<https://www.nomeschools.org>

Telephone (907) 443-2231

Fax (907) 443-5144

ACCOUNTS PAYABLE, PURCHASING AND RECEIVING

REPORTS TO: Superintendent
JOB CLASSIFICATION: Classified Employee
HOURS: 7.5 hours per day, 260 days per year
PAY: Range G of Classified Pay Scale
NATURE AND SCOPE OF JOB: Works in cooperation with business office staff to perform essential functions of purchasing, receiving and accounts payable. The successful candidate will work under the supervision of the Superintendent and closely with the Business Manager.

ESSENTIAL FUNCTIONS:

- Review incoming purchase requests for accuracy, communicate with district staff when necessary.
- Prepare and process purchase orders. Provide purchase order copies to district staff.
- Follow-up on processed orders and communicate with vendors when necessary.
- Receive and review incoming merchandise against purchase orders.
- Review invoices for accuracy to initiate payment.
- Review vendor statements to ensure invoices are appropriately clearing account payments and resolve discrepancies when necessary.
- Manage all aspects of the Accounts Payable system.
- Process and maintain electronic copies of all Accounts Payable transactions.
- Provide supporting documents for annual audit.
- Maintain business office files as directed by Business Manager including quote requests, purchase order back up and vendor files.
- Prepare and deliver bank deposits. Provide cash receipts when necessary.
- Receive, review and maintain electronic copies of cash counts.
- Enter revenue into the accounting system.
- Assign property numbers to newly received assets.
- Maintain property records in our asset management system for inventory reporting purposes. Will occasionally coordinate with other departments and/or staff to keep accurate records.
- Maintain inventory record and distribute printer ink and toner cartridges upon request.
- Maintain vehicle fuel cards and process registration of NPS District vehicles.
- Manage and distribute keys for District Offices/Building D.
- Assist in making travel arrangements when Administrative Assistant is unavailable.

- Provide clerical support for the business office, and other district office staff as needed; Answer telephone, direct calls, receive visitors, and maintain the professional image of the school district when administrative assistant is unavailable.
- Assist in maintaining all operations of the district office postage machine.
- Receive and distribute mail for the district office.
- Perform other duties as assigned by the Superintendent or designee.

POSITION QUALIFICATIONS:

Knowledge, Skills and Mental Abilities

- Demonstrate aptitude or competence for assigned responsibilities.
- Effective communication skills to collaborate with internal teams and external vendors, ensuring seamless purchasing and accounts payable processes.
- Ability to think clearly and calculate accurately.
- Ability to follow and successfully complete written and oral directions.
- Possess and demonstrate sound emotional judgment.
- Effective organizational skills and attention to detail with ability to streamline workflows.
- Ability to adapt to changing priorities and troubleshoot discrepancies or issues that may arise in the purchasing or payment processes.
- Proactive in improving efficiency through technology, and managing multiple priorities and deadlines.
- Demonstrate a strong command of various office technologies, including general use of computers, data entry, Word, Excel, Black Mountain or Fund Accounting Systems, and other related software.
- Ability to work independently with minimal supervision, demonstrating strong self-motivation and initiative.
- A self-starter who proactively identifies challenges and takes the necessary steps to resolve issues efficiently.
- Strong problem-solving skills with the ability to assess situations, analyze data, and determine appropriate solutions.
- Knowledge of procurement and accounts payable best practices, policies, and financial systems.

PHYSICAL DEMANDS:

- Lower body strength to kneel, stand, and walk throughout the workday.
- Upper body strength to correctly lift up to 50 pounds and carry more than 25 feet.
- May sit or stand for extended periods of time.
- Must be capable of bending at the waist, kneeling, crouching, reaching above shoulder level and bending the arms at the elbow and wrist.
- Verbal stamina to articulate clearly and with appropriate volume throughout the workday.
- Auditory discrimination sufficient to receive detailed information through normal speech at 5 feet and warning cries or alarms at normal speech levels.

EQUIPMENT USED:

- Computer
- Postage equipment
- Copier/Scanner
- Other standard office equipment

EDUCATION, LICENSE, CERTIFICATION OR FORMAL TRAINING:

- High school diploma or equivalent required
- Experience in purchasing, receiving and accounts payable
- AA degree in business related career fields preferred by not required
- Training and/or experience working in office setting

-EMPLOYEES ARE HELD ACCOUNTABLE FOR ALL FUNCTIONS OF THIS POSITION-

(JD-AP Purchasing and Receiving 03/25)

NOME PUBLIC SCHOOLS
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Executive Administrative Assistant to Superintendent and Board of Education Secretary

REPORTS TO: Superintendent and Board of Education
JOB CLASSIFICATION: Classified Employee
HOURS: 7.5 hours per day, 260 days per year
PAY: Range E of Classified Pay Scale

NATURE AND SCOPE OF JOB: The job of Administrative Assistant to Superintendent and Board of Education was established for the purpose of assisting the Superintendent in the daily operation of the district as well as the planning, implementing, directing and maintaining of District operations by providing a wide variety of complex and confidential administrative and secretarial support; analyzing requests and providing recommendations for action; communicating information on behalf of the district and the governing board to its staff, other districts, public agencies, etc.; and overseeing assigned personnel.

This position is an executive level clerical support position requiring a high level of confidentiality, skills and organization.

ESSENTIAL FUNCTIONS:

- Monitors a variety of activities on behalf of the assigned Administrator (e.g. Board procedures, public relations issues, meeting arrangements, etc.) for the purpose of achieving goals and meeting target dates in compliance with established guidelines and regulatory requirements.
- Participates in a variety of meetings, workshops, and/or trainings for the purpose of providing or receiving information, recording minutes, and supporting the needs of the attendees.
- Prepares and processes a wide variety of complex written materials for the District and the School Board (e.g. correspondence, agendas, minutes, event programs, bulletins, reports, etc.) for the purpose of communicating information and/or creating documentation in compliance with established guidelines.
- Researches a variety of topics (e.g. current practices, policies, education codes, board agenda items, parental complaints, legal updates, etc.) for the purpose of providing information and/or recommendations and/or addressing a variety of administrative requirements.
- Responsible for overseeing the District's Board Policy manual, including ensuring the manual is current and participating in the Board Policy Committee
- Serves as the District's Migrant Records Manager; responsible for attending required Migrant Education workshops and trainings, assisting with Migrant recruiting, completing federal and state reports, and maintaining Migrant Education records for the district.
- Serves as the District Registrar; provides transcripts upon request, and maintains records for students who have graduated or transferred out.
- Responds to a wide variety of calls, concerns and/or complaints for the purpose of resolving problems, providing information and/or referring to appropriate personnel.
- Schedules a wide variety of activities and sets priorities (e.g. appointments, meetings, travel reservations/accommodations, facility usage, etc.) for the purpose of making necessary arrangements for the Superintendent, board members and other district staff.
- Assists AP/Purchasing Agent with receiving of district orders.
- Scans and organizes electronic copies of employee files
- Supports the Superintendent and Board of Education for the purpose of providing assistance with their functions and responsibilities.
- Oversees scheduling for several itinerant and dorm rooms.
- Other duties as assigned.

Job Requirements: Minimum Qualifications:

The individual must be able to perform each essential job duty and responsibility satisfactorily. The following requirements are representative of the knowledge, skills, and/or other abilities needed to perform the job at a fully acceptable level.

Skills, Knowledge and Abilities

SKILLS are required to perform multiple tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: operating standard office equipment including pertinent software applications; planning and managing projects; preparing and maintaining accurate records; and utilizing delegated authority.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percentages, and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: school district operations and philosophy; concepts of grammar and punctuation; and business telephone etiquette including diplomacy, calm manner and diffusing anger.

ABILITY is required to schedule a significant number of activities, meetings, and/or events; gather, collate, and/or classify data; and use basic, job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with data of varied types and/or purposes; and utilize a variety of job-related equipment. Problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is moderate. Specific ability-based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; effectively communicating with diverse groups; maintaining confidentiality; meeting deadlines and schedules; working with constant interruptions; and working with detailed information/data.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and/or methods; and directing other persons within a small work unit. Utilization of resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the organization's services.

Other Skills and Abilities

The employee shall also maintain confidentiality regarding district business, uphold professional appearance, promote a harassment free environment, have the ability to learn and utilize equipment and business applications especially as the same are upgraded, and perform duties in full compliance with all District and Board of Education policies.

Employee may frequently lift boxes/packages up to 50 lbs.

Experience

Job related experience with increasing levels of responsibility is required.

Education

High school diploma or equivalent required. AA degree in business related career fields preferred but not required. Training and/or experience working in an office setting.

Nome School District is an Equal Employment Opportunity Employer

(JD-Exec. Admin Asst. 03/25)

**NOME PUBLIC SCHOOLS
P.O. Box 131
Nome, AK 99762
<http://www.nomeschools.org>**

Telephone (907) 443-2231
Fax (907) 443-5144

Special Education Administrative Assistant

REPORTS TO: Special Education Director
JOB CLASSIFICATION: Classified Employee
HOURS: 7.5 hours per day
PAY: Range E of Classified Pay Scale

QUALIFICATIONS:

1. High School Diploma or equivalent. Secretary and/or Business College training preferred.
2. Strong Special Education background preferred.
3. Proficiency in meeting the public and working with the staff and students. Understand and practice Confidentiality under FERPA guidelines.
4. Highly developed oral and written communication skills, including proper grammar usage and spelling.
5. Initiative, judgment and an interest in school district organization, policies and procedures.
6. Must have working knowledge of common office software such as Word, Excel, etc.
7. General knowledge of office procedures, including: typing, filing, bookkeeping and record keeping.
8. Skilled in operation of general office equipment.

REPORTS TO:

Special Education Director

JOB GOAL:

Performs clerical/secretarial/administrative assistant duties required to support the Director and the work of the Special Education Department.

PERFORMANCE RESPONSIBILITIES:

CLERICAL/SECRETARIAL

1. Creates, updates and maintains an organized filing system of confidential special education files, reports, and correspondence.

2. Gathers, organizes, updates, and maintains accurate data as needed by the Director, special education teachers, itinerant specialists, and other District Office staff.
3. Orders and maintains supplies as needed for the Special Education District Office, the Director, special education teachers, and itinerant specialists.
4. Places and receives telephone calls and records messages pertaining to daily activities as well as scheduling and keeping a detailed long-range calendar.
5. Operates district computers, printers, copying machines, fax machines, and other basic office equipment.
6. Assembles and distributes Initial Referral Packets and other job-related materials to all special education teachers.
7. Maintains accurate special education student count from special education teachers for both federal and state reporting.
8. Orders, distributes, and maintains an accurate inventory list of all testing materials used by all special education teachers and itinerant specialists.
9. Track and trace special education students both enrolled and withdrawn, and update Director and special education teachers every week.
10. Creates, maintains and updates the special education budget. Communicating with the director and staff. Adjusts budget with partnership with purchasing department.
11. Coordinates with technology team the use and upkeep of all technology equipment for special education staff and students.

ADMINISTRATIVE ASSISTANT

12. Coordinates and directs annual Hearing and Vision Screening, to include creating flyers, student notices, student testing forms, setup and facilitation, and compiling and distributing results. Coordinates follow up appointments as needed.
13. Coordinates and directs Child Find Fair, including advertising, partner facilitation, data compilation and tracking.
14. Coordinates and is responsible for all visiting itinerant specialists to the Nome Public Schools' Special Education Department, including dates of visits, arrangements of schedules, lodging arrangements at least 1 month in advance of arrival and ground transportation at least 2 days in advance.
15. Coordinates and maintains systems for confidential processes and paperwork. Review, sort, properly file paperwork from the Director, special education teachers, itinerant professionals, other professional staff, and related agencies involved.
16. Attend training sessions on special education procedures and data keeping held in and out of the district.
17. Assists Director with planning staff trainings, meetings and events.

18. Assists district test administrator and special education in developing accurate and confidential records for all state assessment and adjusting all modifications.
19. Coordinates all parent involvement meetings, correspondence, reports and projects.
20. Coordinates special administrative projects as assigned, to include assigning work, providing project information, giving guidance on project objectives and preparing final agenda and reports.
21. Responsible for maintaining, coordinating and updating Special Education Assurances manual and state reporting.

Employment Terms: Full Time school year employment (approximately mid-August to early June), as designated by the Special Education Director. Conditions of employment as established in accordance with the provisions of the School Board Policy.

Nome Public Schools is an Equal Opportunity Employer

(JD-SPED Admin Asst. 03/25)

From: **Lisa Parady** <lparady@alaskaacsa.org>

Date: Wed, Feb 19, 2025 at 2:20 PM

Subject: ASA: information letter to Congressman Begich and other info

To: Lisa Parady <lparady@alaskaacsa.org>

Superintendents,

19

FYI - Attached is the letter I am giving to Congressman Begich tomorrow.

Also, Senator Murkowski's office shared this information, courtesy of Ty:

We have received an assurance from the Department's White House Liaison that the Department *does not* classify any programs that serve American Indians, Alaska Natives, or Native Hawaiians as impermissible DEI programs or violative of any of the President's Executive Orders. Linda McMahon, the nominee to be Secretary of Education, has asserted to us in writing that "Tribal education is a federal trust responsibility, and the Alaska Native and other grant programs serve to support this responsibility, not advance problematic DEI philosophies."

Please join us tomorrow at 11:00 a.m. for our regularly scheduled superintendent collaboration meeting.

Thanks for all you do.

Be well,

Lisa

--

Thanks.

Jamie S. Burgess

Superintendent, Nome Public Schools

907-443-6191

Alaska Superintendents Association

234 Gold Street • Juneau, AK 99801

907.586.9702 • (Fax) 907.364.3805



February 19, 2025

The Honorable Nick Begich
U.S. House of Representatives
2314 Rayburn House Office Building
Washington, D.C. 20515

Dear Congressman Begich,

On behalf of the superintendents serving Alaska's public schools, we express our profound concern regarding the proposed cuts to K-12 education funding in the Fiscal Year (FY) 2025 Budget Resolution and Appropriations Bill currently under consideration in the U.S. House of Representatives. We urge you to oppose any measures that would reduce critical funding for our schools and the students we serve.

The proposed cuts pose a significant threat to the educational success and well-being of Alaska's students. Specifically, we ask that you:

1. **Oppose Cuts to Medicaid for Students with Disabilities:** The proposed \$880 billion reduction to the Medicaid program over the next ten years would jeopardize vital services for students with disabilities. These services are essential for ensuring that all children, regardless of ability, receive the supports they need to succeed.
2. **Protect School Meal Programs:** Changes to school meal eligibility could prevent many vulnerable children from accessing the nutrition they need to learn and thrive. For many students in Alaska, school meals provide the primary source of daily nourishment.
3. **Preserve Funding for Title I, Title II, and Title III Programs:** The potential 25% reduction in Title I funding and the elimination of Title II and Title III funding would devastate our ability to support low-income students, provide professional development for educators, and serve English learners. These programs are foundational to ensuring educational equity and fostering student achievement.
4. **Reject Block Granting of Education Funding:** Shifting to block grants would reduce transparency, flexibility, and local control over how funds are allocated, undermining the ability of school districts to address the unique needs of their communities.

Alaska Superintendents Association

234 Gold Street • Juneau, AK 99801

907.586.9702 • (Fax) 907.364.3805



Federal investment in public education is an investment in our nation's future. Cutting these essential programs will have long-lasting and harmful impacts on Alaska's children, communities, and economy. We implore you to stand with us in protecting the educational opportunities and resources that every child deserves.

We are mobilizing our communities across Alaska—including educators, school boards, parents and families, business leaders, and civic organizations—to speak out against these cuts. We respectfully request that you reject any budget or appropriations measures that would reduce funding for K-12 education.

If you have any questions or would like to discuss how these proposed cuts will impact our communities, please do not hesitate to contact us directly. We value your leadership and partnership in ensuring a bright future for Alaska's students.

Thank you for your attention to this urgent matter.

Sincerely,

Clayton Holland
Superintendent, Kenai Peninsula Borough School District

Dr. Lisa S. Parady
Executive Director, Alaska Superintendents Association

Cc: The Honorable Lisa Murkowski
The Honorable Dan Sullivan
Alaska Superintendents

Public Comment Statement

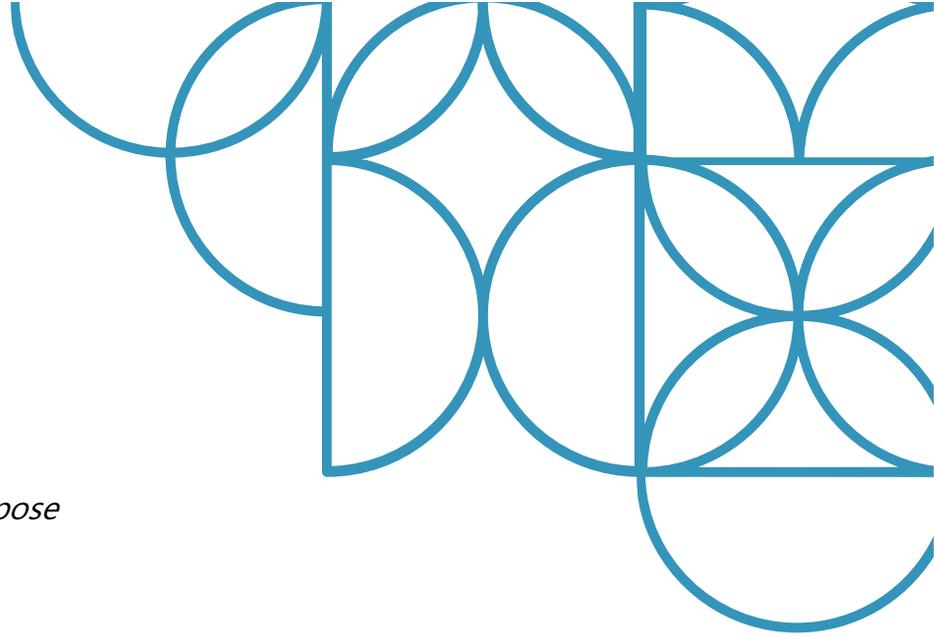
The Board of Education welcomes community member input during meetings about issues on or not on the agenda. The Board is not able to respond directly to you during Public Comment; the Board may decide at the end of the meeting during Board Member Comment to discuss your topic at a work session, regular meeting, or direct the Superintendent to look into a situation further.

The Board may not speak about subjects that are protected by legal confidentiality such as specific student discipline issues or personnel issues that could disparage or slander district employees.

The general guideline is approximately three minutes per speaker; however, additional time is allowable if needed. When you speak to the Board, please state your first and last name for the record.



Together, strong in identity, potential, purpose



NOME PUBLIC SCHOOLS

FY 2026 DRAFT BUDGET

For Presentation to the Board March 11, 2025

Mrs. Darlene Trigg, President
Mrs. Jamie Burgess, Superintendent
Ms. Marjorie Tahbone, Vice-President/Clerk
Mr. Jon Gregg, Treasurer
Mrs. Nancy Mendenhall, Board Member
Ms. Sigvanna Topkok, Board Member

MISSION

We inspire and empower students to be culturally grounded responsible citizens who are deeply connected to our community and world.



Nome Public Schools

March 5, 2025

Members of the Board of Education
Nome Public Schools
Nome, Alaska 99762

The Nome Public Schools (District) is pleased to present you with the budget for the fiscal year 2026. The budget document is the primary document that communicates the District's plans for spending in the ensuing fiscal year, and it also details its organizational goals and objectives in monetary terms. The District is required to prepare and approve a balanced budget and submit it to the City of Nome by May 1st and to the Department of Education & Early Development by July 15th each year. A balanced budget is defined as revenue budgeted at least the same as, or more than, the budgeted expenditures or use of fund balance.

In presenting the FY2026 Budget document, we may discuss the instructional, operational, and financial plans in an open forum. We believe community interaction and input between stakeholders leads to improvements benefiting the education of children at Nome Public Schools. The administration of Nome Public Schools has reviewed and discussed its plan for the FY2026 school year in terms of what can be accomplished within the bounds of a balanced budget.

Budget development and analysis are always a work in progress. Changes will occur in FY2026 when salaries, benefits, and foundation funding are finalized.

Organizational Component

The City of Nome was incorporated in 1901 as a first-class city under the laws of the Territory of Alaska. The City operates under council-manager form of government and performs municipal duties allowed by Alaska Statutes and as directed by its residents.

The Nome Public Schools is a component unit of the City of Nome and is organized under Title 29.42.030 of Alaska Statutes as amended. The City has delegated the administrative responsibility for these functions to the Nome Public Schools Board of Education. The School Board is governed by a five-member school board with members elected by district and complemented by a non-voting student representative.

Budget Process

Alaska Statute 14.14.065. Relationship between city school district and city. The relationships between the school board of a city school district and the city council and

executive or administrator are governed in the same manner as provided in AS 14.14.060. AS 14.14.060 (c) states “except as otherwise provided by municipal ordinance, the borough school board shall submit the school budget for the following year to the borough assembly by May 1 for approval of the total amount. Within 30 days after receipt of the budget the assembly shall determine the total amount of money to be made available from local sources for school purposes and shall furnish the school board with a statement of the sum to be made available. If the assembly does not, within 30 days, furnish the school board with a statement of the sum to be made available, the amount requested in the budget is automatically approved. Except as otherwise provided by municipal ordinance, by June 30, the assembly shall appropriate the amount to be made available from local sources from money available for the purpose.

The District’s School Board approves a budget timeline which includes opportunities for presentation to the public. Below is the FY2026 budget timeline.

FY 2026 BUDGET PROCESS AND TIMELINE

**Budget Process, Timeline, Revenue Presentation, Board Sets Education & Fiscal
Priorities
For the District in Accordance with their Strategic Plan**

BP 3100 - BUDGET – The district budget shall be prepared annually from the best possible estimates of revenues and expenditures. The Superintendent or designee shall determine the manner in which the budget shall be prepared and shall schedule the budget adoption process in accordance with legal time requirements. A public hearing shall be held prior to the adoption of the budget or a revised budget.

FY 2026 1st Draft Budget presented to the Board at regular meeting

January 14, 2025

FY 2026 2nd Draft presented to the Board at regular meeting

March 11, 2025

FY 2026 3rd Draft/Final Budget presented to the Board at regular meeting

April 8, 2025

FY 2026 Budget Adoption at special session

April 22, 2025

General Fund Revenues and Expenditures

Below are the assumptions used to develop the FY2026 budget.

Revenue Budget

We have developed this budget based on assumptions about legislative funding for FY2026. This budget assumes that we will be funded at \$6,640 per base student allocation (BSA) with no cuts to Basic Need or any part of the foundation formula itself. We are budgeting for a

\$3.4M City of Nome appropriation, which is 82% of the maximum allowable appropriation of \$4.1M.

In the State of Alaska, the number of students enrolled in a district during the 20-day count period is the basis for computing the Average Daily Membership (ADM) that is used to calculate the amount of state funding provided to each district.

Revenue, Transfers In, and Use of Fund Balance projection of \$18,323,980, a \$187,564 increase from FY2025, and a \$1,820,199 increase from FY2024 actual:

- ❖ Brick-and-mortar enrollment projected at 624 students
- ❖ 90% of the BSA for Correspondence students – 30 projected
- ❖ Intensive students (13 x's the BSA) – 24 projected
- ❖ ISER Area Cost Differential of 1.45
- ❖ Career & Technical Education (CTE) Factor – 1.015
- ❖ Special Needs Factor – 1.20
- ❖ Base Student Allocation (BSA) - \$6,640
- ❖ Hold Harmless Year 2
- ❖ One-Time State of Alaska funding - \$0
- ❖ TRS On-Behalf and PERS On-Behalf – zero net effect against on-behalf expenditures
- ❖ City appropriation is budgeted at \$3,400,000
- ❖ Impact Aid estimated at \$1,500
- ❖ E-rate estimated with 90% discount rate on internet bills - \$2,514,158
- ❖ Other Revenues projected at \$340,000 (includes dorm and DOT rent, local contributions, gate fees, student activities fees, and donation for cultural studies position if filled)
- ❖ Earning on Investments (interest) of \$175,000
- ❖ Transfer in from Apartment Fund of \$250,000
- ❖ Utilize unreserved fund balance - \$289,551

Expenditure Budget

Below are the expenditure highlights and other considerations for FY2026. This budget includes:

- ❖ Annual step increases/salaries updated
- ❖ A 3% increase to health insurance premium rates
- ❖ Other employer-paid benefits remain status quo – 22% for PERS & 12.56% for TRS
- ❖ Staffing based on overall monetary availability per revenue and expenditure assumptions
- ❖ A 5% increase to liability and property insurance
- ❖ Utilities budgeted based on estimated need/cost

Nome Elementary School

- ❖ Special Education Staffing include:
 - 4.5 Special Education Teachers
 - 5.0 Special Education Paraprofessionals
- ❖ \$80k cut from Sped Professional/Technical (OT/PT/Speech) to accommodate on-site staffing needs
- ❖ Supply budgets not restored to prior fiscal year levels and instead cut further
- ❖ 2 Teaching Positions cut from budget

Anvil City Science Academy

- ❖ Sped staffing: 0.5 Paraprofessional & 0.5 Sped Teacher
- ❖ Supply budgets cut by \$10,000

Nome-Beltz Middle High School

- ❖ Special Education FTEs remain status quo from FY25 – 4 Sped Teachers & 2 Sped Paraprofessionals
- ❖ \$20k cut from Sped Professional/Technical (OT/PT/Speech) to help offset costs
- ❖ Student activities – Reduced Student Travel to \$60,000; reduced Supplies to \$25,000
- ❖ Supply budgets cut by \$20,000
- ❖ 1 Teaching Position cut from budget

Districtwide

- ❖ BAG grant to offset internet costs by \$144k (Tech budget still short \$95k for staff devices and increases to various software costs, and short \$51k for new copiers)
- ❖ Reduced Legal by \$5,000
- ❖ Increased Property and Liability Insurance by 5%
- ❖ Reduced M&O Supplies by \$14,000
- ❖ Transfer to Food Service status quo at \$215,000
- ❖ Transfer to Pupil Transportation status quo at \$50,000 due to contractual annual increases

We thank you for your consideration of the FY2026 budget.

Sincerely,



Jamie Burgess
Superintendent



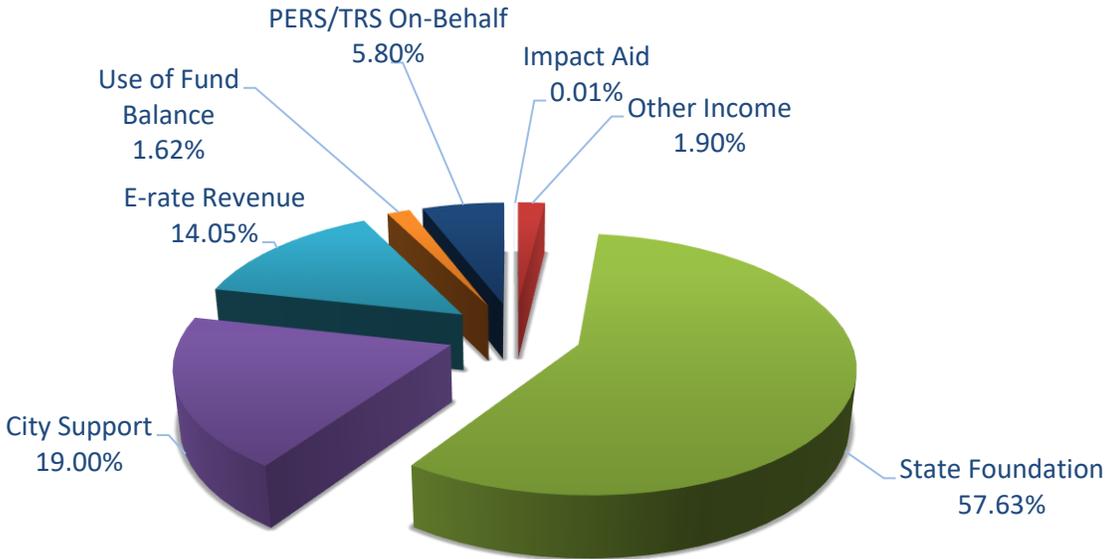
Genevieve Hollins
Contracted CFO

NOME PUBLIC SCHOOLS

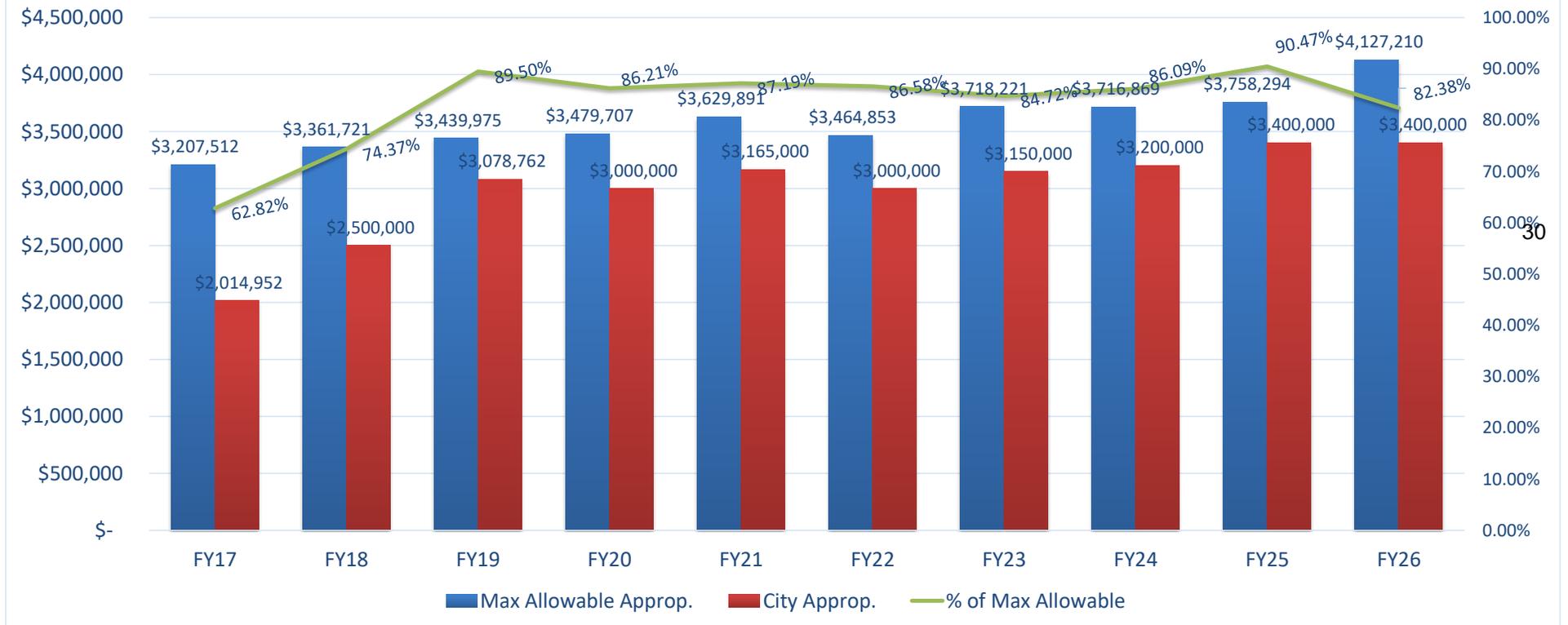
Revenue Budget

	FY2024 Actual	FY2025 Budget Revision #1	FY2026 Budget	Change
<i>Enrollment Projection</i>	<i>670.11+17IN 25.1 corresp</i>	<i>628.57+21IN 33.25 corresp</i>	<i>624+24IN 30 corresp</i>	<i>-4.57+3IN -3.25 corresp</i>
FUND 100: General Operating Fund				
City Appropriation	\$ 3,221,279	\$ 3,400,000	\$ 3,400,000	\$ -
State of Alaska Foundation	8,778,748	8,675,092	10,315,762	1,640,670
Other State Revenue	587,369	1,115,538	-	(1,115,538)
Other State Revenue (TRS)	640,162	785,902	972,095	186,193
Other State Revenue (PERS)	32,582	48,240	65,914	17,675
Impact Aid (Federal)	110,633	90,000	1,500	(88,500)
E-rate Revenue (Federal)	1,125,659	2,641,798	2,514,158	(127,641)
Other Revenue (Fees/Gate/Rental)	320,000	340,000	340,000	-
Earnings on Investments	-	200,000	175,000	(25,000)
Transfer from Apartment Fund	-	250,000	250,000	-
Transfer from CIP	-	350,000	-	(350,000)
Use of (Addition to) Fund Balance	1,687,349	239,845	289,551	49,706
FUND TOTAL	\$ 16,503,781	\$ 18,136,415	\$ 18,323,980	\$ 187,564
TOTAL GENERAL FUND REVENUE	\$ 16,503,781	\$ 18,136,415	\$ 18,323,980	\$ 187,564

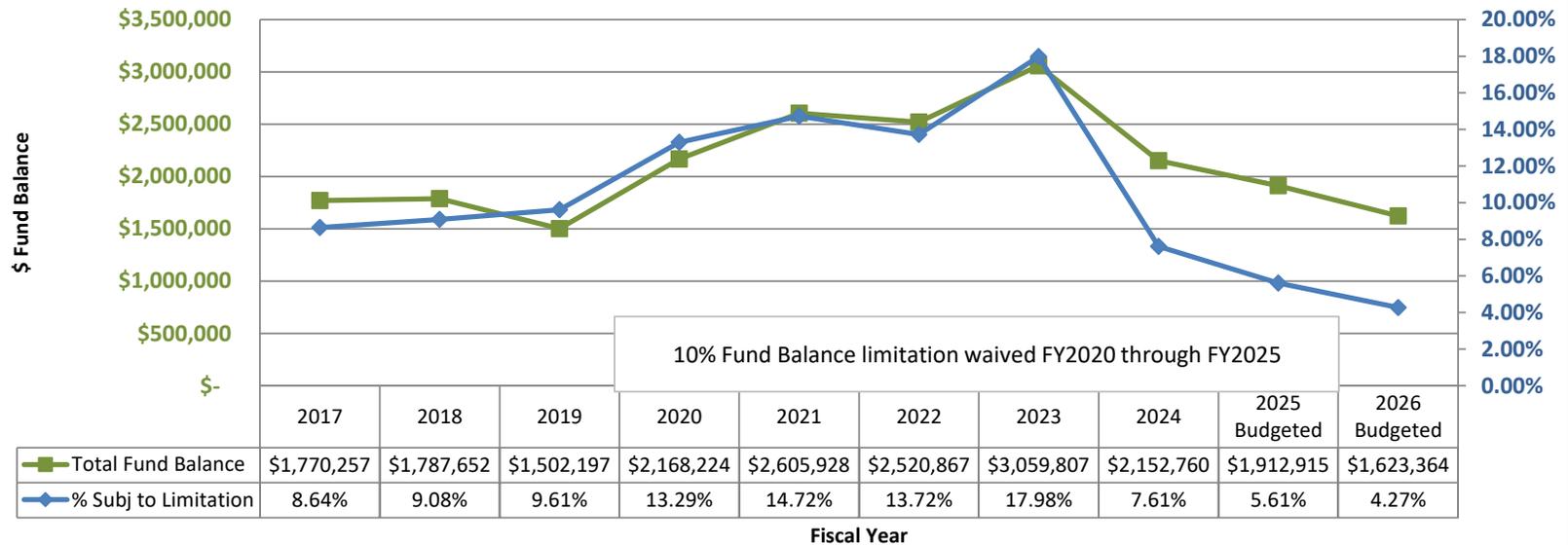
**NOME PUBLIC SCHOOLS
Revenues by Source
FY 2026**



**City Appropriation vs. Maximum Allowable
FY 2017 - FY 2026
10 Year**



Fund Balance - School Operating Fund 10 Year History FY2017 - FY2026 Budgeted



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Projected Total Fund Balance - School Operating Fund (General Fund 100) at June 30, 2026:	\$ 1,623,364
Less Exemptions per 4 AAC 09.160(a)	
Inventory (Fuel)	\$ 50,000
Prepaid Items (Liab Insurance, other)	\$ 800,000
Federal Impact Aid Received	\$ 1,500
Fund Balance Subject to 10% Limitation	\$ 771,864

Nonexempt fund balance as a percentage of current year expenditures:	
Fund Balance Subject to Limitation	\$ 771,864
Current Year Expenditures (Fxs 100-700)	\$ 18,058,980
	= 4.27%

Board Policy 3470 allows calculation of fund balance percentage based on Grand Total Fund Balance / Grand Total Expenses (including transfers).

Board approval is required to go below 5 percent.

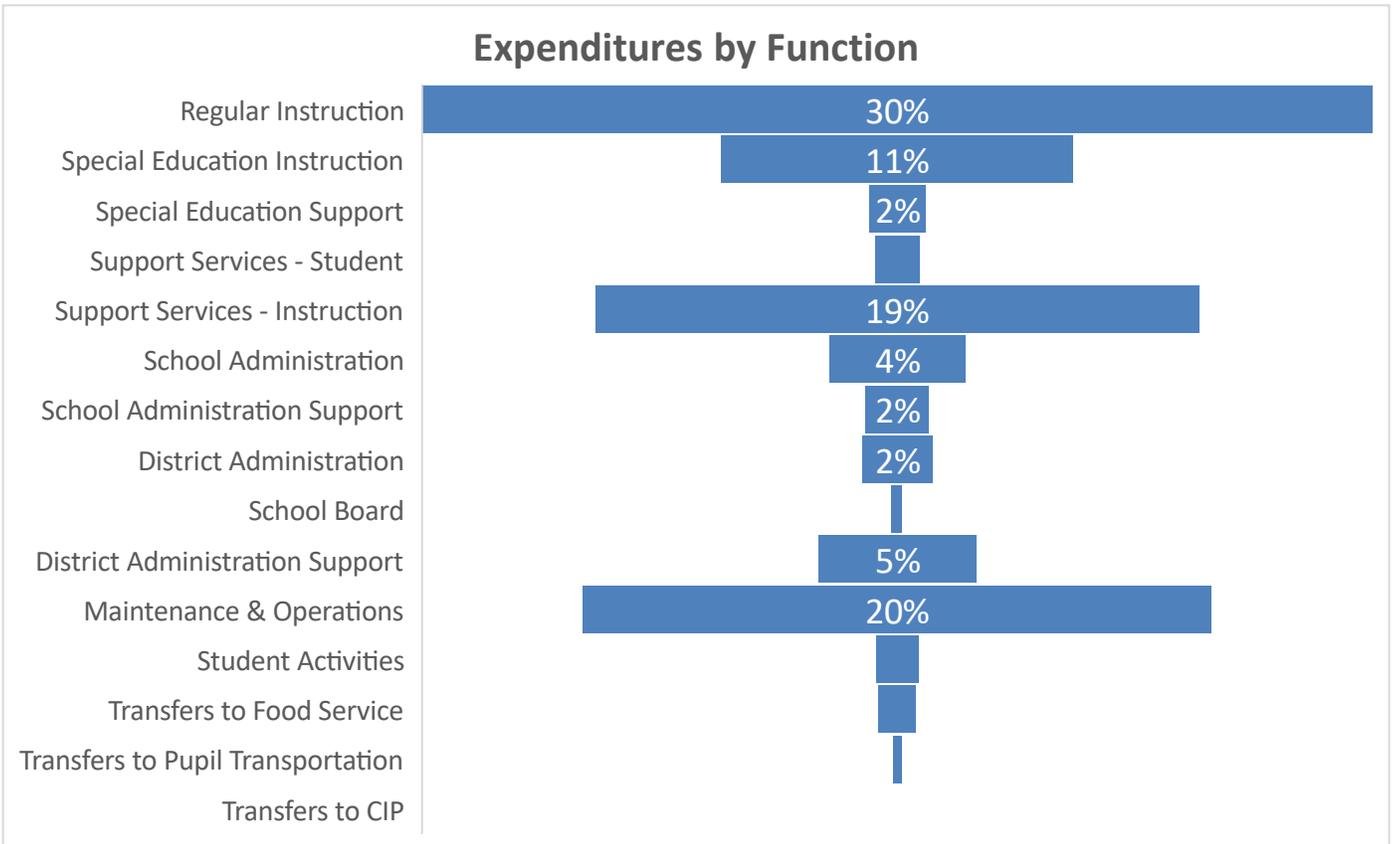
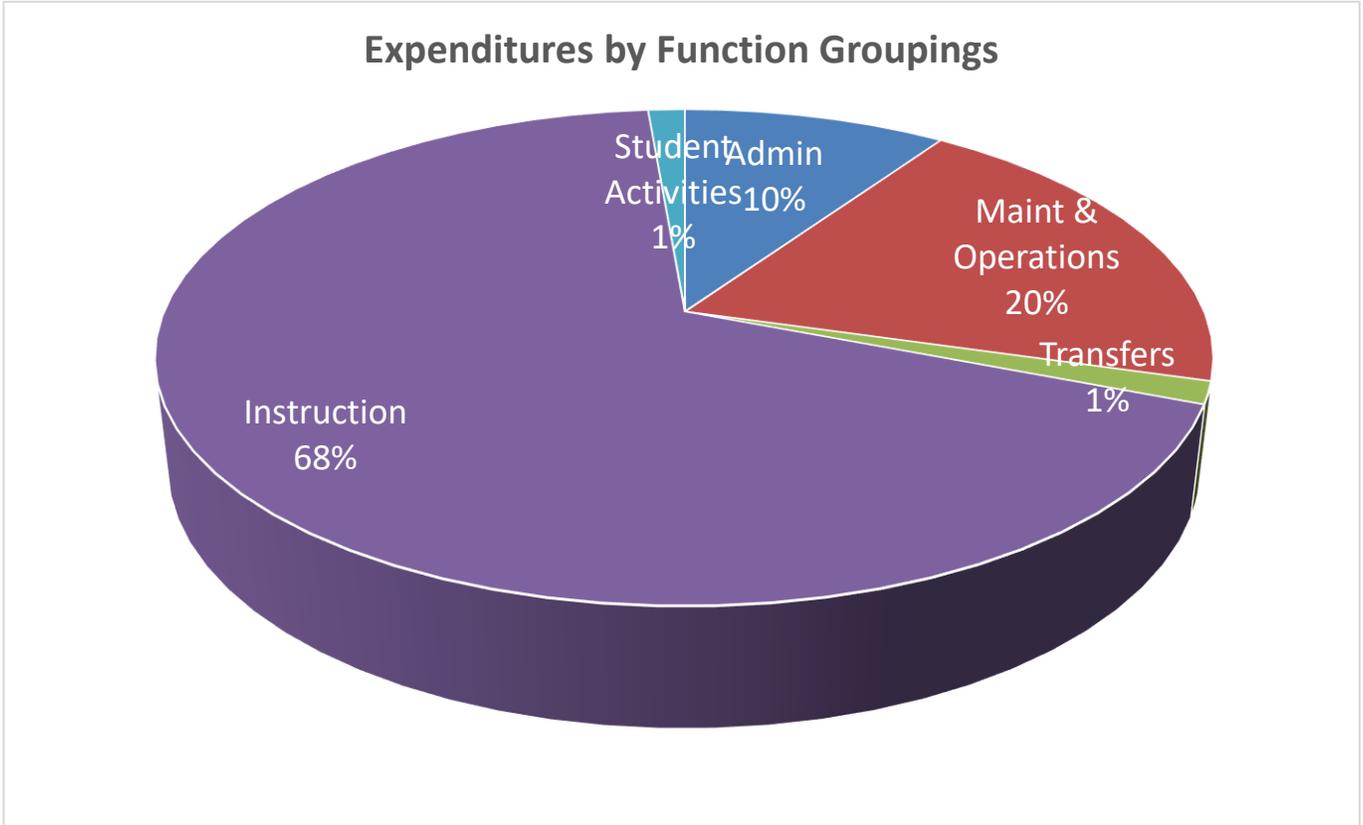
Grand Total Fund Balance	\$ 1,623,364		8.86%
Grand Total Current Year Expenditures	\$ 18,323,980	=	

NOME PUBLIC SCHOOLS
Expenditure Summary by Function

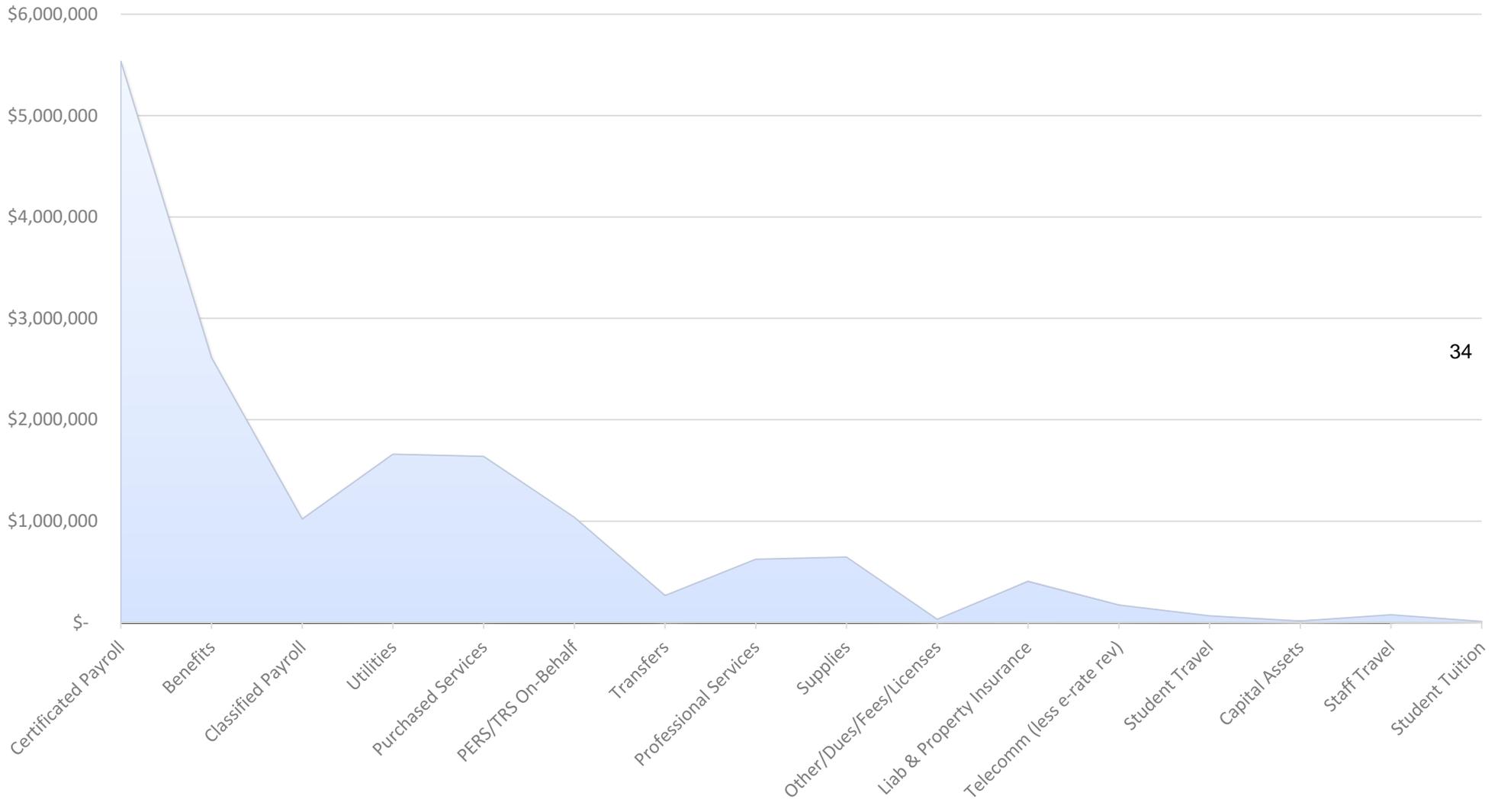
		FY 2026 Budget					
Function		FY2024 Actual	FY2025 Budget Revision #1	FY2026 Budget	Increase (Decrease)	Percent Change	Percent of FY2026 Total
100	Instruction	\$ 4,544,490	\$ 5,514,936	\$ 5,501,965	\$ (12,971)	-0.24%	30.03%
200	Special Education Instruction	1,033,849	1,760,738	2,039,595	278,858	13.67%	11.13%
220	Special Education Support	262,667	319,364	329,436	10,072	3.06%	1.80%
300	Support Services - Student	168,338	244,552	258,823	14,270	5.51%	1.41%
35X	Support Services - Instruction	2,348,794	3,574,906	3,499,507	(75,399)	-2.15%	19.10%
400	School Administration	684,032	809,795	787,844	(21,951)	-2.79%	4.30%
	Sub Total Instruction	\$ 9,042,170	\$ 12,224,291	\$ 12,417,169	\$ 192,879	1.55%	67.76%
450	School Administration Support	\$ 286,295	\$ 344,873	\$ 369,299	\$ 24,426	6.61%	2.02%
510	District Administration	329,740	397,901	408,273	10,372	2.54%	2.23%
511	School Board	50,912	63,039	63,039	-	0.00%	0.34%
55X	District Administration Support	693,313	873,321	916,080	42,759	4.67%	5.00%
600	Maintenance & Operations	3,391,151	3,639,153	3,639,703	550	0.02%	19.86%
700	Student Activities	310,738	328,837	245,416	(83,422)	-33.99%	1.34%
	Sub Total Admin/O&M	\$ 5,062,149	\$ 5,647,125	\$ 5,641,810	\$ (5,315)	-0.09%	30.79%
	Sub Total Inst/Admin/O&M	\$ 14,104,319	\$ 17,871,415	\$ 18,058,980	\$ 187,564	1.04%	98.55%
900	Transfers						
900..552	Transfers to Food Service	\$ 75,000	\$ 215,000	\$ 215,000	\$ -	0.00%	1.17%
900..553	Transfers to Pupil Transportation	40,000	50,000	50,000	-	0.00%	0.27%
900..554	Transfers to CIP	200,000	-	-	-	0.00%	0.00%
900...555	Transfers to Apartment Fund	-	-	-	-	0.00%	0.00%
	Sub Total Transfers	\$ 315,000	\$ 265,000	\$ 265,000	\$ -	0.00%	1.45%
	Total General Fund	\$ 14,419,319	\$ 18,136,415	\$ 18,323,980	\$ 187,564	1.02%	100.00%

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NOME PUBLIC SCHOOLS

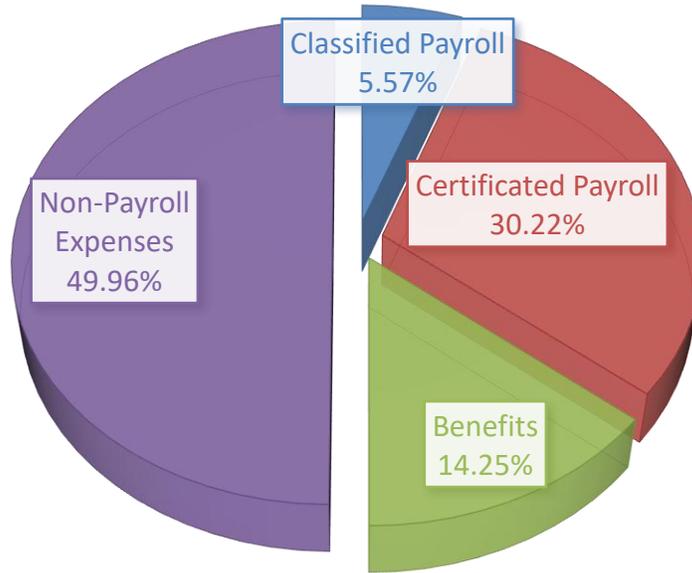


NOME PUBLIC SCHOOLS Expenses by Type

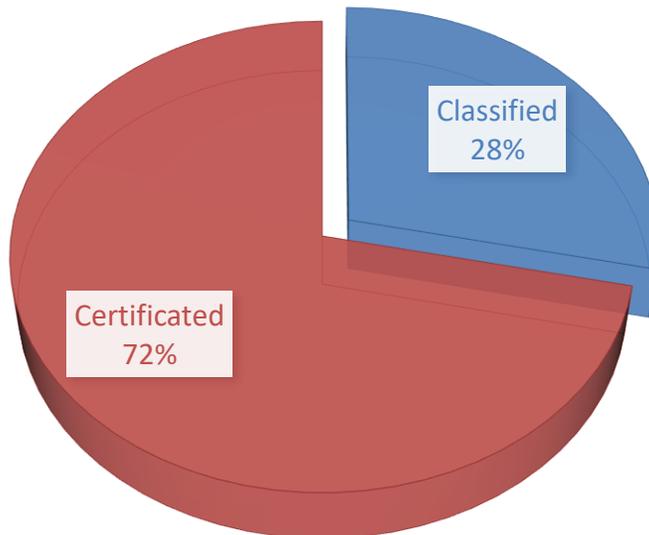


NOME PUBLIC SCHOOLS

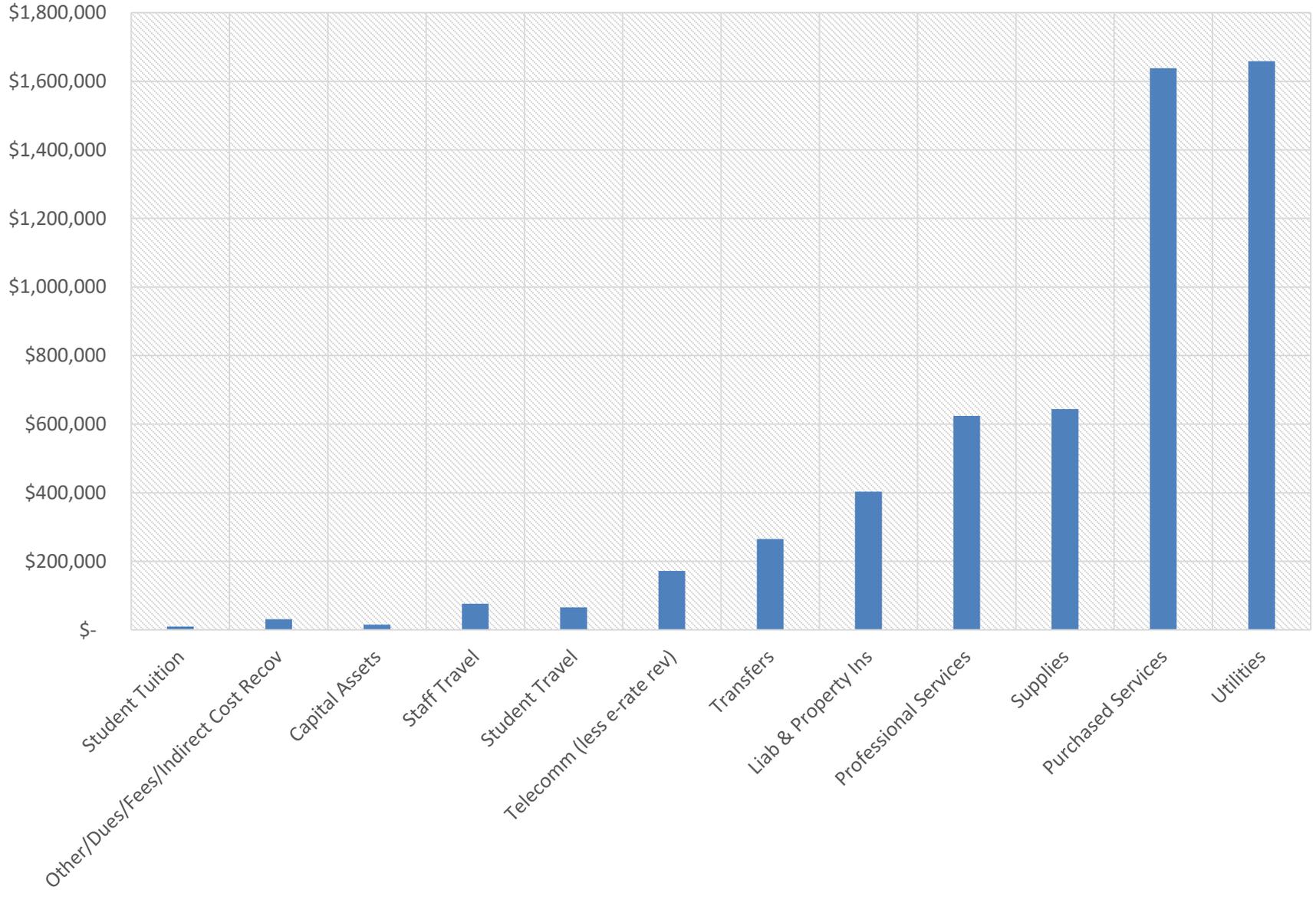
PAYROLL & NON-PAYROLL COSTS



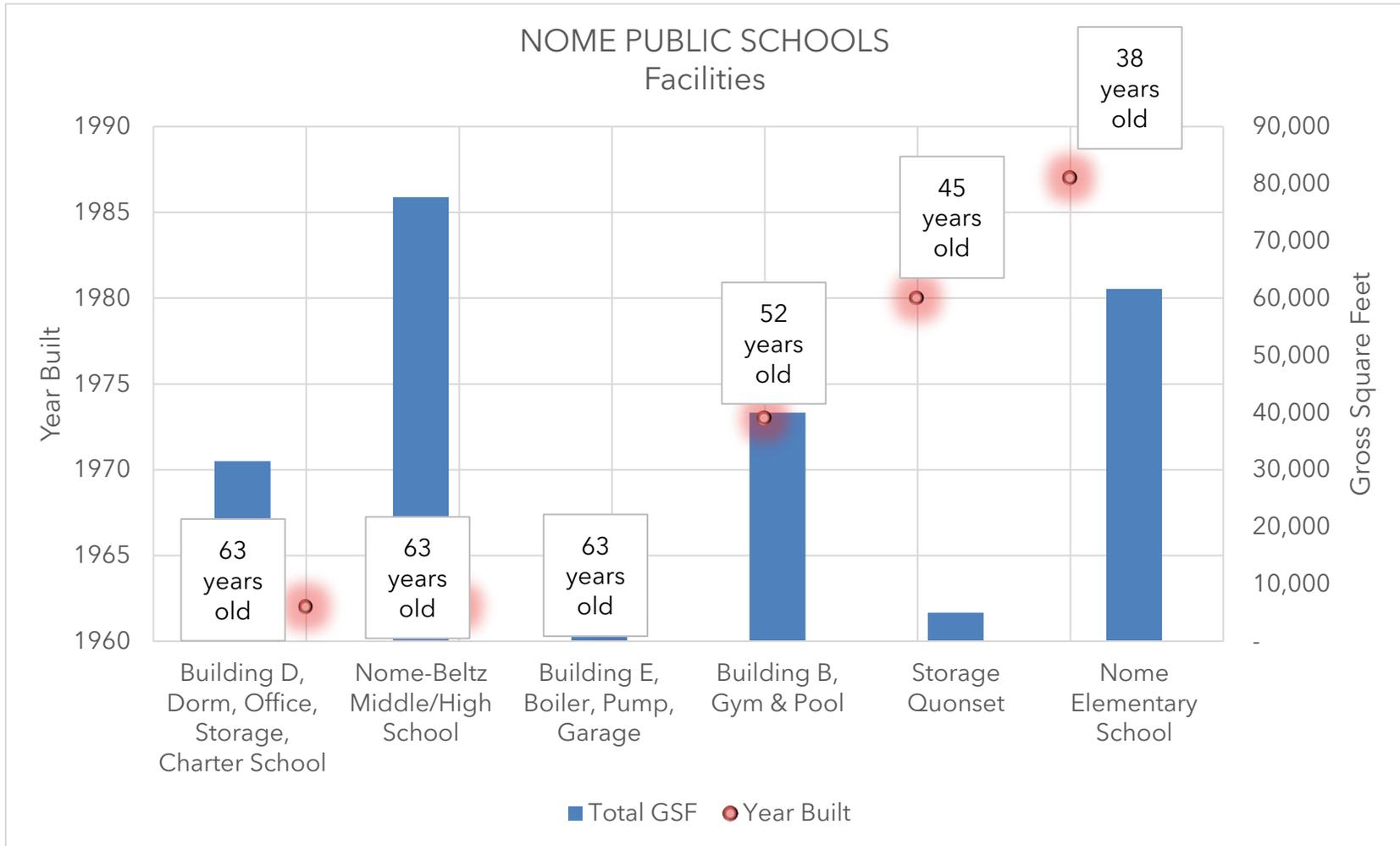
TYPES OF EMPLOYEES



NOME PUBLIC SCHOOLS Non-Payroll Expenses



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- 2006** Building B - Cafeteria Addition & Gym Addition
- 2022** Building D - ACSA Restroom Renovation
- 2023** Building B - Pool Upgrade (conversion to chlorine)
- 2023** Building D & NBMHS - HVAC DDC Control Upgrades



NOME ELEMENTARY SCHOOL

FY 2026 Budget
Location 300

	FY2025 Budget Revision #1	FY2026 Budget	\$ Change	% Change
Fund 100: School Operating				
Function: 100 Regular Instruction	\$ 2,406,826	\$ 2,275,974	\$ (130,852)	-5.44%
120 Bilingual/Bicultural	-	-	-	
200 Special Education	1,004,373	1,185,787	181,415	18.06%
300 Support Services - Students	599	600	1	0.17%
350 Support Services - Instruction	-	-	-	
351 Improvement of Instr. Svcs.-Tech	8,035	8,035	-	0.00%
352 Support Services - Library	87,919	63,711	(24,208)	-27.53%
354 Staff Inservice	2,000	2,000	-	0.00%
400 School Administration	298,094	290,743	(7,352)	-2.47%
450 School Administration Support	179,270	186,536	7,265	4.05%
600 Operations & Maintenance	443,850	443,850	-	0.00%
Fund Total	4,430,967	4,457,235	26,269	0.59%
TOTAL	\$ 4,430,967	\$ 4,457,235	\$ 26,269	0.59%
# Students (PreK-5)	294.4	292.0	(2.4)	-0.82%
# Teachers	20.75	20.50	(0.3)	-1.20%
# Classified	9.0	7.9	(1.1)	-12.14%
# Administrators	2.0	2.0	0.0	0.00%
Pupil / Teacher Ratio	14.2	14.2	0.1	0.39%
Average Per Pupil Expenditure	\$ 15,051	\$ 15,265	\$ 214	1.42%

NOME PUBLIC SCHOOLS

FY 2026 Budget

Location 300 Nome Elementary School

Elementary Account Code	Description	Comments	FY2025 Budget Revision #1	FY2026 Budget	Change	
<u>Regular Instruction</u>						
100.300.100.	315	Cert-Teacher	16.00 FTE	\$ 1,539,309	\$ 1,469,887	\$ (69,423)
100.300.100.	316	Extra Duty		2,000	2,000	-
100.300.100.	323	NonCert-Aides	0.00 FTE	-	-	-
100.300.100.	329	Substitute and Temporary	94 degreed sub days	25,000	25,000	-
100.300.100.	361	Health/Life Insurance		286,509	218,696	(67,813)
100.300.100.	362	Unemployment Insurance		7,832	7,484	(347)
100.300.100.	363	Worker's Comp		15,663	14,969	(694)
100.300.100.	364	FICA		24,385	23,379	(1,007)
100.300.100.	365	TRS		193,588	184,869	(8,719)
100.300.100.	366	PERS		-	-	-
100.300.100.	369	Other Benefits	VISA teachers	12,500	12,500	-
100.300.100.	376	TRS On Behalf		240,339	268,390	28,050
100.300.100.	377	PERS On Behalf				-
			\$400 per Cert Teacher Plus			
100.300.100.	390	Transportation Allowance	Travel Relocation	19,300	18,400	(900)
100.300.100.	433	Telecommunications	Postage	200	200	-
100.300.100.	440	Other Purchased Svs	(Copier maintenance; Cognia)	9,700	9,700	-
100.300.100.	450	Supplies/Material/Media		20,000	10,000	(10,000)
100.300.100.	471	Textbooks		5,000	5,000	-
100.300.100.	475	Supplies - Tech Related	ATRT, MAP, DIBELS, Digital Lessons, Safari Montage	4,500	4,500	-
100.300.100.	490	Other Expenses		1,000	1,000	-
Total	100	Regular Instruction		2,406,826	2,275,974	(130,852)
<u>Bilingual/Bicultural</u>						
100.300.120.	315	Cert-Teacher	0.00 FTE (remainder funded thru grants)	-	-	-
100.300.120.	323	NonCert-Aides	0.00 FTE (prev funded thru donations)	-	-	-
100.300.120.	329	Substitutes/Temporary	0 degreed sub days	-	-	-
100.300.120.	361	Health/Life Insurance		-	-	-
100.300.120.	362	Unemployment Insurance		-	-	-
100.300.120.	363	Worker's Compensation		-	-	-
100.300.120.	364	FICA		-	-	-
100.300.120.	365	TRS		-	-	-
100.300.120.	366	PERS		-	-	-

Elementary			FY2025		
Account Code	Description	Comments	Budget Revision #1	FY2026 Budget	Change
100.300.120.	376	TRS On Behalf	-	-	-
100.300.120.	377	PERS On Behalf	-	-	-
100.300.120.	369	Other Benefits	-	-	-
100.300.120.	390	Travel Allowance	\$400 per Cert Teacher &	-	-
100.300.120.	450	Supplies/Material/Media	-	-	-
100.300.120.	491	Dues & Fees	-	-	-
Total	120	Bilingual/Bicultural	-	-	-

Special Education

100.300.200.	315	Cert-Teacher	4.50 FTE	184,377	377,224	192,846
100.300.200.	316	Extra Duty	Academic assessments per IEP requirements	50,000	50,000	-
100.300.200.	323	NonCert-Aides	5.00 FTE	216,478	199,107	(17,371)
100.300.200.	329	Substitutes/Temporary	57 degreed sub days	15,000	15,000	-
100.300.200.	361	Health/Life Insurance		127,235	144,327	17,092
100.300.200.	362	Unemployment Insurance		2,329	3,207	877
100.300.200.	363	Worker's Compensation		4,659	6,413	1,755
100.300.200.	364	FICA		20,382	21,849	1,467
100.300.200.	365	TRS		29,438	53,659	24,221
100.300.200.	366	PERS		47,625	43,804	(3,822)
100.300.200.	369	Other Benefits		640	640	-
100.300.200.	376	TRS On Behalf		29,556	70,805	41,249
100.300.200.	377	PERS On Behalf		10,304	12,603	2,299
100.300.200.	369	Other Benefits		100	100	-
100.300.200.	390	Travel Allowance	\$400 per Cert Teacher & Relocation Reimb	4,000	4,800	800
100.300.200.	410	Professional & Technical	PT/OT/Speech/Sped Teacher Contractor	230,000	150,000	(80,000)
100.300.200.	420	Staff Travel		18,100	18,100	-
100.300.200.	450	Supplies/Material/Media		13,000	13,000	-
100.300.200.	475	Supplies - Technology Related		1,000	1,000	-
100.300.200.	491	Dues & Fees		150	150	-
Total	200	Special Education		1,004,373	1,185,787	181,415

Support Services - Students

100.300.300.	322	Non Cert - Specialist	0.00 FTE	-	-	-
100.300.300.	329	Substitutes/Temporary	0.00 classified sub days	-	-	-
100.300.300.	361	Health/Life Insurance		-	-	-
100.300.300.	362	Unemployment Insurance	Counselors, Behavior Specialists	-	-	-
100.300.300.	363	Worker's Compensation		-	-	-
100.300.300.	364	FICA		-	-	-
100.300.300.	366	PERS		-	-	-
100.300.300.	377	PERS On Behalf		-	-	-
100.300.300.	369	Other Benefits		-	-	-
100.300.300.	450	Supplies/Material/Media		599	600	1
Total	300	Support Services - Students		599	600	1

			FY2025		
			Budget		
Elementary					
Account Code	Description	Comments	Revision #1	FY2026 Budget	Change
Support Services - Instruction					
100.300.350.	420 Staff Travel	Staff Development	-	-	-
Total	350	Support Services - Instruction	-	-	-
Improvement of Instructional Services - Technology					
100.300.351.	475 Software License	Learning A-Z, Starfall, Anywhere Cart	8,035	8,035	-
Total	351	Improvement of Instructional Services - Tech	8,035	8,035	-
Library Services					
100.300.352.	323 NonCert-Aides	1.00 FTE	43,004	43,650	646
100.300.352.	361 Health/Life Insurance		25,843	-	(25,843)
100.300.352.	362 Unemployment Insurance		215	218	3
100.300.352.	363 Worker's Compensation		430	437	6
100.300.352.	364 FICA		3,290	3,339	49
100.300.352.	366 PERS		9,461	9,603	142
100.300.352.	377 PERS On Behalf		1,976	2,763	787
100.300.352.	450 Supplies/Material/Media		2,500	2,500	-
100.300.352	475 Tech Supplies - Software Lic Companion Corporation		1,200	1,200	-
Total	352	Support Service - Instruction - Library	87,919	63,711	(24,208)
Staff Inservice					
100.300.354.	450 Supplies/Material/Media		2,000	2,000	-
Total	354	Staff Inservice	2,000	2,000	-
School Administration					
100.300.400.	313 Principal	2.00 FTE	179,581	179,526	(55)
100.300.400.	316 Extra Duty Pay		500	500	-
100.300.400.	361 Health/Life Insurance	Positions: 1 Principal & 1	53,893	41,696	(12,198)
100.300.400.	362 Unemployment Insurance	Assistant Principal	898	898	(0)
100.300.400.	363 Worker's Compensation		1,796	1,795	(1)
100.300.400.	364 FICA		2,604	2,603	(1)
100.300.400.	365 TRS		22,555	22,548	(7)
100.300.400.	376 TRS On Behalf		28,787	33,697	4,910
100.300.400.	390 Travel Allowance		-	-	-
100.300.400.	420 Staff Travel		200	200	-
100.300.400.	433 Communications		80	80	-
100.300.400.	440 Other Purchased Services	Nome Nugget 'Back to School' Advertisement	2,000	2,000	-
100.300.400.	450 Supplies/Materials/Media		2,000	2,000	-
100.300.400.	490 Other Expenses		2,000	2,000	-
100.300.400.	491 Dues & Fees	NAESP Membership x 2	1,200	1,200	-
Total	400	School Administration	298,094	290,743	(7,352)
School Administration Support					
100.300.450.	324 NonCert-Support	1.91 FTE	80,251	83,308	3,057
100.300.450.	329 Substitutes/Temporaries		750	750	-
100.300.450.	361 Health/Life Insurance	Positions: Secretary and	68,145	69,994	1,850
100.300.450.	362 Unemployment Insurance	Registrar	401	417	15
100.300.450.	363 Worker's Compensation		803	833	31
100.300.450.	364 FICA		6,139	6,373	234
100.300.450.	366 PERS		17,655	18,328	673

Elementary			FY2025		
Account Code	Description	Comments	Budget Revision #1	FY2026 Budget	Change
100.300.450.	377	PERS On Behalf	3,677	5,083	1,406
100.300.450.	440	Other Purchased Services Copier Overages (pg count)	1,250	1,250	-
100.300.450.	450	Supplies/Materials/Media	200	200	-
Total	450	School Administration Support	179,270	186,536	7,265
Operations & Maintenance					
100.300.600.	431	Water & Sewer	17,550	17,550	-
100.300.600.	432	Garbage	9,300	9,300	-
100.300.600.	435	Fuel-Heating	190,000	190,000	-
100.300.600.	436	Electricity	227,000	227,000	-
Total	600	Maintenance & Operations	443,850	443,850	-
Total	100	School Operating Fund	\$ 4,430,967	\$ 4,457,235	\$ 26,269
Total	300	Nome Elementary School	\$ 4,430,967	\$ 4,457,235	\$ 26,269



ANVIL CITY SCIENCE ACADEMY

FY 2026 Budget

Location 025

	<u>FY2025 Budget Revision #1</u>	<u>FY2026 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
Fund 100: School Operating				
Function: 100 Regular Instruction	\$ 403,517	\$ 452,116	\$ 48,599	12.04%
160 Vocational Education	200	200	-	0.00%
200 Special Education Instruction	114,571	121,077	6,506	5.68%
351 Improvement of Instr. Svc.-Tech	470	470	-	0.00%
400 School Administration	182,293	150,158	(32,135)	-17.63%
450 School Administration Support	26,991	27,830	838	3.11%
700 Student Activities	-	1,578	1,578	
Fund Total	728,043	753,430	25,387	3.49%
 TOTAL	 \$ 728,043	 \$ 753,430	 \$ 25,387	 3.49%
 # Students (6-8)	60.00	60.00	0.00	0.00%
# Teachers	3.70	4.00	0.30	8.11%
# Classified	1.00	1.00	0.00	0.00%
# Administrators	1.00	1.00	0.00	0.00%
Pupil / Teacher Ratio	16.22	15.00	(1.22)	-7.50%
Average Per Pupil Expenditure	\$ 12,134	\$ 12,557	\$ 423.11	3.49%

NOME PUBLIC SCHOOLS

FY 2026 Budget

Location 025 Anvil City Science Academy

Anvil City Science Academy			FY2025	FY2026	
Account Code	Description	Comments	Budget Revision #1	Budget	\$ Change
Regular Instruction					
100.025.100 315	Cert-Teacher	3.50 FTE	\$ 251,064	\$ 288,987	\$ 37,922
100.025.100 323	Teacher Aide		-	-	-
100.025.100 329	Substitute/Temporary	27.57 degreed sub days	7,305	7,305	-
100.025.100 361	Health/Life Insurance		33,767	34,719	952
100.025.100 362	Unemployment Insurance		1,292	1,481	190
100.025.100 363	Worker's Compensation		2,584	2,963	379
100.025.100 364	FICA		4,199	4,749	550
100.025.100 365	TRS		31,534	36,297	4,763
100.025.100 366	PERS		-	-	-
100.025.100 376	TRS On Behalf		38,643	52,366	13,723
100.025.100 377	PERS On-Behalf		-	-	-
100.025.100 369	Other Benefits		500	500	-
100.025.100 390	Transportation Allowance	(Up to \$400 per teacher)	1,280	1,400	120
100.025.100 420	Staff Travel		200	200	-
100.025.100 433	Communications		1,000	1,000	-
100.025.100 440	Other Purchased Svs	(Meter Rental; copier maintenance; Cognia)	6,150	6,150	-
100.025.100 450	Supplies/Material/Media		15,000	5,000	(10,000)
100.025.100 471	Textbooks		1,000	1,000	-
100.025.100 475	Supplies - Tech Related	Software License	8,000	8,000	-
100.025.100 510	Equipment		-	-	-
Total 100 Regular Instruction			403,517	452,116	48,599
Vocational Education					
100.025.160 450	Supplies/Material/Media	Voc Ed supplies & Artists in Schools	200	200	-
Total 160 Vocational Education			200	200	-
Special Education Instruction					
100.025.200 315	Cert-Teacher	0.50 FTE	46,388	49,711	3,323
100.025.200 323	Paraprofessional	0.50 FTE	11,234	11,429	195
100.025.200 329	Substitute/Temporary	9.43 degreed sub days	2,500	2,500	-
100.025.200 361	Health/Life Insurance		13,318	13,671	353
100.025.200 362	Unemployment Insurance		301	318	18
100.025.200 363	Worker's Compensation		601	636	35
100.025.200 364	FICA		4,032	4,095	63
100.025.200 365	TRS		5,826	6,244	417
100.025.200 366	PERS		2,472	2,514	43

Anvil City Science Academy			FY2025	FY2026	
Account Code	Description	Comments	Budget Revision #1	Budget	\$ Change
100.025.200 376	TRS On-Behalf		7,436	9,331	1,895
100.025.200 377	PERS On-Behalf		463	629	165
100.025.200 410	Professional & Technical		15,000	15,000	-
100.025.200 450	Supplies		5,000	5,000	-
Total 200	Special Education Instruction		114,571	121,077	6,506

Improvement of Instructional Services - Technology

100.025.351 491	Dues & Fees		470	470	-
Total 351	Improvement of Instructional Svcs - Tech		470	470	-

School Administration

100.025.400. 313	Principal	1.00 FTE	121,949	95,266	(26,683)
100.025.400. 316	Extra Duty Pay	curriculum development/planning	6,600	6,600	-
100.025.400. 361	Health/Life Insurance		13,318	13,671	353
100.025.400. 362	Unemployment Insurance		610	476	(133)
100.025.400. 363	Worker's Compensation		1,219	953	(267)
100.025.400. 364	FICA		1,768	1,381	(387)
100.025.400. 365	TRS		15,317	11,965	(3,351)
100.025.400. 376	TRS On Behalf		19,548	17,881	(1,667)
100.025.400. 420	Staff Travel		-	-	-
100.025.400. 440	Other Purchased Services		350	350	-
100.025.400. 475	Supplies - Technology Related		-	-	-
100.025.400. 490	Other Expenses		1,000	1,000	-
100.025.400. 491	Dues & Fees	NAESP Membership	614	614	-
Total 400	School Administration		182,293	150,158	(32,135)

School Administration Support

100.025.450. 324	Non-Cert Support Staff	0.50 FTE	19,630	19,989	358
100.025.450. 361	Health/Life Insurance		48	50	3
100.025.450. 362	Unemployment Insurance		98	100	1
100.025.450. 363	Worker's Compensation		196	200	4
100.025.450. 364	FICA		1,502	1,529	27
100.025.450. 366	PERS		4,319	4,397	79
100.025.450. 377	PERS On Behalf		899	1,265	367
100.025.450. 450	Supplies/Materials/Media		300	300	-
Total 450	School Administration Support		26,991	27,830	838

Student Activities

100.025.700. 316	Extra Duty Pay	ACSA House Council Advis	-	1,200	1,200
100.025.700. 360	Benefits		-	186	186
100.025.700. 376	TRS On-Behalf		-	192	192
100.025.700. 420	Staff Travel		-	-	-
Total 700	Student Activities		-	1,578	1,578

Total 100	School Operating Fund		728,043	753,430	25,387
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Total 025	Anvil City Science Academy		\$ 728,043	\$ 753,430	\$ 25,387
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From Left to Right: Paige Schuerch 10th, Luda Adsuna 11th, Juliet Tobuk 9th



NOME-BELTZ MIDDLE HIGH SCHOOL

FY 2026 Budget

Location 010



	FY2025 Budget Revision #1	FY2026 Budget	Change	% Change
Fund 100: School Operating				
Function: 100 Regular Instruction	\$ 2,391,543	\$ 2,440,012	\$ 48,469	2.03%
120 Bilingual/Bicultural	250	250	-	0.00%
160 Career Tech Instruction	149,437	160,452	11,014	7.37%
200 Special Education	641,794	732,730	90,936	14.17%
300 Support Services - Students	243,953	258,223	14,269	5.85%
350 Support Services - Instruction	1,500	1,500	-	0.00%
352 Library Services	5,768	5,833	64	1.11%
354 Staff Inservice	3,000	3,000	-	0.00%
400 School Administration	329,407	346,943	17,536	5.32%
450 School Administration Support	138,611	154,934	16,323	11.78%
600 Operations & Maintenance	1,152,500	1,152,500	-	0.00%
700 Student Activities	328,837	243,837	(85,000)	-25.85%
Fund Total	5,386,602	5,500,214	113,612	2.11%
TOTAL	\$ 5,386,602	\$ 5,500,214	\$ 113,612	2.11%
# Students (6-12)	274.2	272.0	(2.2)	-0.80%
# Teachers	25.5	24.5	(1.0)	-3.92%
# Classified	5.0	5.0	0.0	0.00%
# Administrators	2.0	2.0	0.0	0.00%
Pupil / Teacher Ratio	10.8	11.1	0.3	3.25%
Average Per Pupil Expenditure	\$ 19,644.79	\$ 20,221.37	\$ 576.58	2.94%

NOME PUBLIC SCHOOLS

FY 2026 Budget

Location 010 Nome-Beltz Middle High School

Middle/High School Account Code	Description	Comments	FY2025 Budget Revision #1	FY2026 Budget	Change
<u>Regular Instruction</u>					
100.010.100.	315 Cert-Teacher	18.00 FTE	\$ 1,413,190	\$ 1,448,642	\$ 35,452
100.010.100.	316 Cert-Extra Duty		8,300	8,300	-
100.010.100.	323 Aides	Permanent Roaming Sub	44,112	46,814	2,702
100.010.100.	329 Substitute and Temporary	190 degreed teacher sub days	50,350	50,350	-
100.010.100.	361 Health/Life Insurance		306,982	301,486	(5,496)
100.010.100.	362 Unemployment Insurance		7,579	7,771	191
100.010.100.	363 Worker's Compensation		15,160	15,541	382
100.010.100.	364 FICA		27,838	28,559	721
100.010.100.	365 TRS		178,539	182,992	4,453
100.010.100.	366 PERS		9,705	10,299	594
100.010.100.	369 Other Benefits		500	500	-
100.010.100.	376 TRS On Behalf		218,519	262,525	44,006
100.010.100.	377 PERS On-Behalf		2,100	2,963	864
100.010.100.	390 Travel Allowance	\$400 per Teacher; Includes Travel Relocation (0)	22,600	7,200	(15,400)
100.010.100.	433 Telecommunications		500	500	-
100.010.100.	440 Other Purchased Svs	(Meter Rental; copier maintenance contract; Cognia)	12,000	12,000	-
100.010.100.	450 Supplies/Material/Media		40,000	20,000	(20,000)
100.010.100.	471 Textbooks		5,000	5,000	-
100.010.100.	475 Supplies - Tech Related	\$8,500 Apex (eLearning) & \$8,300 (Read 180)	16,800	16,800	-
100.010.100.	480 Tuition & Stipends	Dual-Credit Courses through UAF NW Campus	10,000	10,000	-
100.010.100.	490 Other Expenses	EOY activities (i.e. bowling alley rental, pool rental)	1,000	1,000	-
100.010.100.	491 Dues & Fees		770	770	-
100.010.100.	510 Equipment		-	-	-
Total	100 Regular Instruction		2,391,543	2,440,012	48,469

Bilingual/Bicultural

100.010.120.	315 Cert-Teacher	0.00 FTE	-	-	-
100.010.120.	329 Substitute/Temporary	- teacher sub days	-	-	-
100.010.120.	361 Health/Life Insurance		-	-	-
100.010.120.	362 Unemployment Insurance		-	-	-
100.010.120.	363 Worker's Compensation		-	-	-

Middle/High School			FY2025	FY2026	
Account Code	Description	Comments	Budget Revision #1	Budget	Change
100.010.120.	364	FICA	-	-	-
100.010.120.	365	TRS	-	-	-
100.010.120.	376 #	TRS On Behalf	-	-	-
100.010.120.	390	Travel Allowance	-	-	-
100.010.120.	450	Supplies/Material/Media	250	250	-
		Indian Ed & JOM pay for majority of supplies			
100.010.120.	490	Other Expenses	-	-	-
Total	120	Bilingual/Bicultural	250	250	-

Career and Technical

100.010.160.	315	Cert-Teacher	1.00 FTE (Career & Tech Teacher)	80,066	85,801	5,735
100.010.160.	329	Substitute/Temporary	10.0 teacher sub days	2,650	2,650	-
100.010.160.	361	Health/Life Insurance		40,576	41,696	1,120
100.010.160.	362	Unemployment Insurance		414	442	29
100.010.160.	363	Worker's Compensation		827	885	57
100.010.160.	364	FICA		1,364	1,447	83
100.010.160.	365	TRS		10,056	10,777	720
100.010.160.	376 #	TRS On Behalf		12,835	16,105	3,270
100.010.160.	390	Travel Allowance		400	400	-
100.010.160.	450	Supplies/Material/Media		250	250	-
100.010.160.	490	Other Expenses		-	-	-
Total	160	Career and Technical		149,437	160,452	11,014

Special Education

100.010.200.	315	Cert-Teacher	4.00 FTE	260,908	337,250	76,342
100.010.200.	316	Extra Duty Pay		12,000	12,000	-
100.010.200.	323	NonCert-Aides	2.00 FTE	79,823	83,947	4,124
100.010.200.	329	Substitute/Temporary	30.2 teacher degreed sub days	8,000	8,000	-
100.010.200.	361	Health/Life Insurance		53,460	54,883	1,423
100.010.200.	362	Unemployment Insurance		1,804	2,206	402
100.010.200.	363	Worker's Compensation		3,607	4,412	805
100.010.200.	364	FICA		10,502	11,924	1,422
100.010.200.	365	TRS		32,770	42,359	9,589
100.010.200.	366	PERS		17,561	18,468	907
100.010.200.	369	Other Benefits		600	600	-
100.010.200.	376	TRS On Behalf		41,824	63,302	21,478
100.010.200.	377	PERS On Behalf		3,585	5,029	1,444
100.010.200.	390	Travel Allowance	\$400 per Teacher & Relocation Reimb	8,600	1,600	(7,000)
100.010.200.	410	Professional & Technical		80,000	60,000	(20,000)
100.010.200.	420	Staff Travel	Mileage reimb	8,400	8,400	-
100.010.200.	450	Supplies/Material/Media		13,000	13,000	-
100.010.200.	475	Supplies-Technology Related		5,200	5,200	-
100.010.200.	491	Dues & Fees		150	150	-
Total	200	Special Education		641,794	732,730	90,936

Middle/High School			FY2025	FY2026	
Account Code	Description	Comments	Budget Revision #1	Budget	Change
Support Services - Students					
100.010.300.	316 Extra Duty Pay	PLC/Team Leaders, Team Trainer	10,109	10,358	248
100.010.300.	318 Cert-Specialist (Counselor)	1.50 FTE	103,487	112,639	9,152
100.010.300.	322 NonCert-Specialist	1.00 FTE	48,033	45,559	(2,475)
100.010.300.	329 Substitute/Temporary		1,325	1,325	-
100.010.300.	361 Health/Life Insurance		26,683	27,392	709
100.010.300.	362 Unemployment Insurance		815	849	35
100.010.300.	363 Worker's Compensation		1,630	1,699	69
100.010.300.	364 FICA		5,423	5,370	(53)
100.010.300.	365 TRS		14,268	15,448	1,181
100.010.300.	366 PERS		10,567	10,023	(544)
100.010.300.	376 TRS On Behalf		16,589	21,142	4,553
100.010.300.	377 PERS On Behalf		1,489	2,884	1,395
100.010.300.	390 Travel Allowance	\$400 per Teacher	600	600	-
100.010.300.	440 Other Purchased Services	copier usage	10	10	-
100.010.300.	450 Supplies/Materials/Media		2,500	2,500	-
100.010.300.	490 Other Expenses	Nat'l Clearinghouse - student tracker	425	425	-
Total	300 Support Services - Students		243,953	258,223	14,269
Support Services - Instruction					
100.010.350.	420 Travel	Professional	1,500	1,500	-
Total	350 Support Services - Instruction		1,500	1,500	-
Library Services					
100.010.352.	323 NonCert-Aides	0.00	-	-	-
100.010.352.	329 Substitute/Temporary	3 hrs/wk	2,948	3,007	59
100.010.352.	361 Health/Life Insurance		-	-	-
100.010.352.	362 Unemployment Insurance		15	15	0
100.010.352.	363 Worker's Compensation		29	30	1
100.010.352.	364 FICA		226	230	5
100.010.352.	366 PERS		-	-	-
100.010.352.	377 PERS On Behalf		-	-	-
100.010.352.	440 Other Purchased Services		250	250	-
100.010.352.	450 Supplies/Material/Media		1,000	1,000	-
100.010.352.	475 Software License	Companion Corporation Subscription	1,300	1,300	-
Total	352 Support Services - Instruction - Library		5,768	5,833	64
Staff Inservice					
100.010.354.	450 Supplies/Material/Media		3,000	3,000	-
Total	354 Staff Inservice		3,000	3,000	-
School Administration					
100.010.400.	313 Principal	2.00 FTE	220,061	228,104	8,043
100.010.400.	316 Extra Duty Pay	Leadership Team stipends	5,250	5,250	-

Middle/High School				FY2025	FY2026	
Account Code	Description	Comments	Budget	Budget	Change	
			Revision #1			
100.010.400.	361	Health/Life Insurance	26,635	27,341	706	
100.010.400.	362	Unemployment Insurance	1,100	1,141	40	
100.010.400.	363	Worker's Compensation	2,201	2,281	80	
100.010.400.	364	FICA	3,191	3,308	117	
100.010.400.	365	TRS	27,640	28,650	1,010	
100.010.400.	366	PERS	2,234	2,234	-	
100.010.400.	376	TRS On Behalf	35,276	42,815	7,539	
100.010.400.	390	Relocation Reimbursement	-	-	-	
100.010.400.	410	Professional & Technical	-	-	-	
100.010.400.	420	Staff Travel	-	-	-	
100.010.400.	440	Other Purchased Services	-	-	-	
100.010.400.	450	Supplies/Materials/Media	2,500	2,500	-	
100.010.400.	475	Supplies - Technology Relati	120	120	-	Canva subscription
100.010.400.	490	Other Expenses	2,000	2,000	-	Nome Nugget 'Back to School' Advertisement
100.010.400.	491	Dues & Fees	1,200	1,200	-	NASSP Registration x 2
Total	400	School Administration	329,407	346,943	17,536	

School Administration Support

100.010.450.	324	NonCert-Support	2.00 FTE	79,857	90,318	10,461
100.010.450.	329	Substitutes/Temporary		500	500	-
100.010.450.	361	Health/Life Insurance		27,664	28,399	735
100.010.450.	362	Unemployment Insurance		402	454	52
100.010.450.	363	Worker's Compensation		804	908	105
100.010.450.	364	FICA		6,147	6,948	800
100.010.450.	366	PERS		17,569	19,870	2,301
100.010.450.	377	PERS On Behalf		3,658	5,527	1,869
100.010.450.	433	Telecommunications		10	10	-
100.010.450.	440	Other Purchased Services	Copier usage overages	1,000	1,000	-
100.010.450.	450	Supplies/Materials/Media		1,000	1,000	-
Total	450	School Administration Support		138,611	154,934	16,323

Operations & Maintenance

100.010.600.	431	Water & Sewer		28,000	28,000	-
100.010.600.	432	Garbage		24,000	24,000	-
100.010.600.	435	Fuel-Heating	FY24 Actual: \$631k	631,000	631,000	-
100.010.600.	436	Electricity	FY23: \$445k FY24: \$451k	451,000	451,000	-
100.010.600.	452	General Maintenance Supplies		500	500	-
100.010.600.	458	Gas & Oil	FY24: \$18k	18,000	18,000	-
100.010.600.	490	Other Expenses		-	-	-
Total	600	Maintenance & Operations		1,152,500	1,152,500	-

Student Activity

100.010.700.	316	Extra Duty Pay	Coaches and Club Advisors	100,575	100,575	-
100.010.700.	329	Substitutes and Temporary	Referees	11,000	11,000	-
100.010.700.	360	Benefits: (SS, Med, ESC, WC, TRS-PERS)		11,978	11,978	-
100.010.700.	376	TRS On Behalf		13,035	13,035	-
100.010.700.	377	PERS On Behalf		-	-	-
100.010.700.	410	Professional & Technical	Referee Association	17,500	17,500	-
100.010.700.	420	Staff Travel		200	200	-
100.010.700.	425	Student Travel	Student groups to pickup remainder of travel costs	120,000	60,000	(60,000)

Middle/High School			FY2025	FY2026	
Account Code	Description	Comments	Budget Revision #1	Budget	Change
100.010.700.	440 Other Purchased Services	ASAA renewal	1,450	1,450	-
100.010.700.	450 Supplies	Athletic Meals, Balls, nets, jerseys, bibs, flags, whistles, mats, etc.	50,000	25,000	(25,000)
100.010.700.	458 Gas & Oil		100	100	-
100.010.700.	490 Other Expenses, Dues & Fee	ASAA Dues	3,000	3,000	-
100.010.700.	510 Equipment		-	-	-
Total	700 Student Activity		328,837	243,837	(85,000)
Total	100 School Operating Fund		5,386,602	5,500,214	113,612
Total	010 Middle/High School		\$ 5,386,602	\$ 5,500,214	\$ 113,612



DISTRICT WIDE

FY 2026 Budget

Location 500

		FY2025 Budget			
		<u>Revision #1</u>	<u>FY2026 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
Fund 100: School Operating					
<u>Location</u>	<u>500</u>	<u>District-Wide</u>			
Function	100	\$ 163,161	\$ 172,961	\$ 9,799	6.01%
Function	220	319,364	329,436	10,072	3.15%
Function	350	31,688	31,925	237	0.75%
Function	351	3,432,026	3,380,534	(51,492)	-1.50%
Function	354	4,000	4,000	-	0.00%
Function	510	397,901	408,273	10,372	2.61%
Function	511	63,039	63,039	-	0.00%
Function	550	708,778	746,944	38,166	5.38%
Function	553	164,543	169,136	4,593	2.79%
Function	600	2,042,803	2,043,353	550	0.03%
Function	900	265,000	265,000	-	0.00%
Fund Total		\$ 7,592,304	\$ 7,614,601	\$ 22,297	0.29%
 TOTAL		 \$ 7,592,304	 \$ 7,614,601	 \$ 22,297	 0.29%

NOME PUBLIC SCHOOLS

FY 2026 Budget

Location 500 - Districtwide

Districtwide Dept. Account Code	Description	Comments	FY2025 Budget Revision #1	FY2026 Budget	\$ Change
Regular Instruction - Extensions					
100.500.140.. 315	Cert Teacher	0.50 FTE Teacher on Assignment	44,480	47,666	3,186
100.500.140.. 316	Extra Duty Pay	0.34 FTE Extra Duty	30,284	32,453	2,169
100.500.140.. 361	Health/Life Insurance		20,288	20,848	560
100.500.140.. 362	Unemployment Insurance		374	401	27
100.500.140.. 363	Worker's Compensation		747	801	54
100.500.140.. 364	FICA		1,084	1,162	78
100.500.140.. 365	TRS		9,390	10,063	673
100.500.140.. 376	TRS On Behalf		11,985	15,038	3,054
100.500.140.. 390	Travel Allowance		200	200	-
100.500.140.. 433	Communications	Postage	100	100	-
100.500.140.. 440	Other Purchased Services	Cognia Advanced Ed Accred	2,250	2,250	-
100.500.140.. 450	Supplies/Material/Media	Contains \$2700 allotment x 14 students; ~ 55% utilization. +\$1,000 for Ext Supplies	38,800	38,800	-
100.500.140.. 475	Supplies - Tech Related	MAP License Renewal	3,000	3,000	-
100.500.140.. 491	Dues & Fees		180	180	-
Total 140	Regular Instruction - Extensions		163,161	172,961	9,799
Special Education Instruction - Support Svcs					
100.500.220.. 314	Cert - Director/Coordinator	1.00 FTE	115,569	116,702	1,133
100.500.220.. 316	Extra Duty	Trainer stipend - sped teachers training para's;	10,000	10,000	-
100.500.220.. 324	Support Staff	1.00 FTE	48,270	50,628	2,358
100.500.220.. 361	Health/Life Insurance		53,412	54,820	1,408
100.500.220.. 362	Unemployment Insurance		869	887	17
100.500.220.. 363	Worker's Compensation		1,738	1,773	35
100.500.220.. 364	FICA		5,368	5,565	197
100.500.220.. 365	TRS		14,515	14,658	142
100.500.220.. 366	PERS		10,619	11,138	519
100.500.220.. 369	Other Benefits		250	250	-
100.500.220.. 376	TRS On Behalf		18,526	21,905	3,379
100.500.220.. 377	PERS On Behalf		2,226	3,110	884
100.500.220. 390	Travel Allowance		-	-	-
100.500.220. 410	Professional & Technical		6,000	6,000	-
100.500.220.. 420	Staff Travel	Mileag reimb	5,000	5,000	-
100.500.220.. 440	Other Purchased Services		1,500	1,500	-
100.500.220.. 450	Supplies	test forms, curriculum	15,000	15,000	-
100.500.220. 475	Supplies - Tech Related	Powerschool License & Subscript.	10,000	10,000	-
100.500.220. 491	Dues & Fees		500	500	-
100.500.220. 510	Equipment		-	-	-
Total 220	Special Education Instruction - Support Svcs	53	319,364	329,436	10,072

Districtwide Dept. Account Code	Description	Comments	FY2025 Budget		FY2026 Budget	\$ Change
			Revision #1			
Support Services-Instruction						
100.500.350.. 314	Cert - Director	0.07 FTE	7,738		7,738	-
100.500.350.. 316	Extra Duty	DW Professional Development - Cert	15,500		15,500	-
100.500.350.. 329	Substitutes/Temporaries	DW Professional Development - Class Position: 1 Dir of Fed Programs	1,000		1,000	-
100.500.350.. 361	Health/Life Insurance	(remainder funded by grants)	932		957	25
100.500.350.. 362	Unemployment Insurance		116		116	-
100.500.350.. 363	Worker's Compensation		77		77	-
100.500.350.. 364	FICA		112		112	-
100.500.350.. 365	TRS		972		972	-
100.500.350.. 376	TRS On Behalf		1,240		1,452	212
100.500.350.. 390	Travel Allowance		-		-	-
100.500.350.. 410	Professional Services	PowerSchool Training- NBMHS Sec & Asst. Principal	1,500		1,500	-
100.500.350. 420	Staff Travel	District Test Coordinator training	800		800	-
100.500.350.. 440	Other Purchased Services		-		-	-
100.500.350.. 450	Supplies/Material/Media		200		200	-
100.500.350. 475	Supplies - Tech Related		500		500	-
100.500.350.. 490	Other Expenses		500		500	-
100.500.350.. 491	Dues & Fees		500		500	-
Total 350	Support Services - Instruction		31,688		31,925	237
Support Services - Technology						
100.500.351.. 316	Extra Duty		468		468	-
100.500.351.. 318	Cert - Specialist	0.5 FTE	46,439		46,780	341
100.500.351. 321	Non-Cert - Director/Coordin	1.0 FTE	98,359		105,883	7,524
100.500.351.. 322	Non-Cert - Specialist	1.0 FTE	64,981		68,568	3,587
100.500.351.. 361	Health/Life Insurance	Positions: 1 Tech Director, 1 Systems Administrator & 1 50% Tech Specialist	40,420		41,491	1,071
100.500.351.. 362	Unemployment Insurance		1,049		1,106	57
100.500.351.. 363	Worker's Compensation		2,098		2,212	115
100.500.351.. 364	FICA		13,169		14,024	855
100.500.351.. 365	TRS		5,833		5,876	43
100.500.351.. 366	PERS		35,935		38,379	2,444
100.500.351.. 376	TRS On Behalf		7,444		8,781	1,336
100.500.351.. 377	PERS On Behalf		12,126		15,483	3,357
100.500.351.. 390	Travel Allowance		200		200	-
100.500.351.. 410	Professional & Technical Services		-		-	-
100.500.351.. 420	Staff Travel	mileage to/from sites	-		1,000	1,000
100.500.351.. 433	Communications	Offset by E-Rate Revenue (90% Reimb Internet) 300 Mbps less (BAG)	2,824,116		2,682,293	(141,823)
100.500.351.. 440	Other Purchased Services		490		490	-
100.500.351.. 450	Supplies/Material/Media		2,500		2,500	-
100.500.351.. 475	Supplies - Tech Related	School Mgmt & Content Software; Cybersecurity; Staff & Student Devices; Powerschool 504	261,400		330,000	68,600
100.500.351. 510	Equipment	New copiers (cyclical)	15,000		15,000	-
Total 351	Support Services - Technology		3,432,026		3,380,534	(51,492)

Districtwide Dept. Account Code	Description	Comments	FY2025 Budget Revision #1	FY2026 Budget	\$ Change
Staff Inservice					
100.500.354.. 410	Professional Services		-	-	-
100.500.354.. 450	Supplies		4,000	4,000	-
Total 354	Staff Inservice		4,000	4,000	-
Office of Superintendent					
100.500.510.. 311	Cert-Superintendent	1.00 FTE	147,460	151,883	4,424
100.500.510.. 314	Cert-Assistant Superintende	0.50 FTE	64,517	66,129	1,613
100.500.510.. 361	Health/Life Insurance		53,497	54,956	1,459
100.500.510.. 362	Unemployment Insurance		1,060	1,090	30
100.500.510.. 363	Worker's Compensation		2,120	2,180	60
100.500.510.. 364	FICA		3,074	3,161	88
100.500.510.. 365	TRS		26,624	27,382	758
100.500.510.. 376	TRS On Behalf		33,980	40,921	6,941
100.500.510.. 390	Transportation Allowance		1,500	1,500	-
100.500.510.. 410	Professional & Technical Services		4,000	4,000	-
100.500.510.. 414	Legal Services		20,000	15,000	(5,000)
100.500.510.. 420	Staff Travel		15,000	15,000	-
100.500.510.. 440	Other Purchased Services		1,200	1,200	-
100.500.510.. 450	Supplies/Material/Media		750	750	-
100.500.510.. 490	Other		5,750	5,750	-
100.500.510.. 491	Dues & Fees	CEEAC Renewal \$14K, AK Staff Dev Network, AASA	17,370	17,370	-
Total 510	Office of Superintendent		397,901	408,273	10,372
Board of Education					
100.500.511.. 410	Professional & Technical Ser	AASB Board Development & AASB School Climate & Connectedness Survey	12,220	12,220	-
100.500.511.. 420	Staff Travel	Nov AASB Annual Conf (3); Dec Winter Boardsmanship (2); Feb Leg Fly-In (2)	20,000	20,000	-
100.500.511.. 425	Student Travel	Youth Leadership Institute (2 students & 1 chaperone)	5,970	5,970	-
100.500.511.. 445	Insurance & Bond Premiums		225	225	-
100.500.511.. 450	Supplies/Material/Media	Boardbook & supplies	1,900	1,900	-
100.500.511.. 490	Other Expenses		-	-	-
100.500.511.. 491	Dues & Fees	AASB Annual Dues \$10,724; AASB Boardbook & Online Policy Subscription \$5,700; AASB Supt Eval \$6300	22,724	22,724	-
100.500.511.. 510	Equipment		-	-	-
Total 511	Board of Education		63,039	63,039	-
District Admin Support Services					
100.500.550.. 324	Non-Cert - Support Staff	1.88 FTE	123,493	138,451	14,958
100.500.550.. 361	Health/Life Insurance	Positions: 1 AP/Receiving/Purchasing,	24,971	25,633	662
100.500.550.. 362	Unemployment Insurance	0.88 Admin. Asst.	617	692	75
100.500.550.. 363	Worker's Compensation		1,235	1,384	149
100.500.550.. 364	FICA		9,447	10,591	1,144

Districtwide Dept. Account Code	Description	Comments	FY2025 Budget Revision #1	FY2026 Budget	\$ Change
100.500.550.. 366	PERS	\$164,211 salary floor from FY2008; not met	191,379	194,670	3,291
100.500.550.. 369	Other Benefits		200	200	-
100.500.550.. 377	PERS On Behalf		5,735	8,574	2,839
100.500.550.. 410	Professional & Technical Ser	AS400 Hosting, Black Mtn, Frontline Education Software Support	33,095	33,100	5
100.500.550.. 412	Auditing & Accounting Svcs	AKEBS (BM & Payroll) & Annual Audit Services	275,695	286,080	10,385
100.500.550.. 420	Staff Travel	ALASBO	-	-	-
100.500.550.. 433	Communications	GCI telecomm	1,200	1,200	-
100.500.550.. 440	Other Purchased Services	DO Copier Usage	6,750	6,750	-
100.500.550.. 441	Rentals	Pitney Bowes machine	2,440	2,440	-
100.500.550.. 445	Insurance - Liability	5% increase	93,170	97,829	4,659
100.500.550.. 450	Supplies/Material/Media	Toner, envelopes, check stock, etc.	4,000	4,000	-
100.500.550.. 475	Supplies - Tech Related		350	350	-
100.500.550.. 490	Other Expenses		-	-	-
100.500.550.. 491	Dues & Fees		-	-	-
100.500.550.. 495	Indirect Recovery	FY21 Actual: -\$91k; FY22 Actual: -\$106k; FY23 Actual: -\$82k; FY24: -\$77k	(65,000)	(65,000)	-
Total 550	District Admin Support Services		708,778	746,944	38,166

Human Resources

100.500.553.. 314	Cert - Director	0.50 FTE	64,517	66,129	1,613
100.500.553.. 361	Health/Life Insurance		20,288	20,848	560
100.500.553.. 362	Unemployment Insurance		323	331	8
100.500.553.. 363	Worker's Compensation		645	661	16
100.500.553.. 364	FICA		4,936	5,059	123
100.500.553.. 365	TRS		8,103	8,306	203
100.500.553.. 376	TRS On-Behalf		10,342	12,412	2,070
100.500.553. 410	Professional & Technical Ser	Digital Insurance Services	24,000	24,000	-
100.500.553.. 420	Staff Travel	DEED Training	6,000	6,000	-
100.500.553.. 433	Communications		50	50	-
100.500.553.. 440	Other Purchased Services	Background Checks	3,500	3,500	-
100.500.553.. 450	Supplies/Material/Media		1,000	1,000	-
100.500.553.. 475	Supplies-Technology Related		1,000	1,000	-
100.500.553.. 490	Other Expenses		2,000	2,000	-
100.500.553.. 491	Dues & Fees	Recruiting/Hiring/Onboarding/ Personnel Platform	17,840	17,840	-
Total 553	Human Resources		164,543	169,136	4,593

Operations & Maintenance

100.500.600.. 325	NonCert-Maint/Custodial	0.00 FTE	-	-	-
100.500.600.. 329	Substitutes	Temp workers	10,000	10,000	-
100.500.600.. 361	Health/Life Insurance		-	-	-
100.500.600.. 362	Unemployment Insurance		50	50	-
100.500.600.. 363	Worker's Compensation		100	100	(0)
100.500.600.. 364	FICA		765	765	-
100.500.600.. 366	PERS		-	-	-
100.500.600.. 377	PERS On Behalf		-	-	-

Districtwide Dept. Account Code	Description	Comments	FY2025 Budget Revision #1	FY2026 Budget	\$ Change
100.500.600.. 369	Other Benefits		-	-	-
100.500.600.. 410	Professional & Technical Services		-	-	-
100.500.600.. 420	Staff Travel		-	-	-
100.500.600.. 431	Water & Sewage		-	-	-
100.500.600. 432	Garbage		11,000	11,000	-
100.500.600.. 433	Communications		600	600	-
100.500.600.. 435	Fuel for Heat	Budgeted at sites	-	-	-
100.500.600.. 436	Electricity	FY23: \$70k FY24: \$61k	70,000	70,000	-
100.500.600.. 440	Other Purchased Services	FY25: Increased budget for NMS services and Siemens Automation Remote Svc Agreement	1,580,288	1,580,288	-
100.500.600.. 443	Purchase Vehicle Maint	Vehicle Registrations	5,000	5,000	-
100.500.600.. 446	Property Insurance	5% increase	291,000	305,550	14,550
100.500.600.. 450	Supplies/Material/Media		23,000	13,000	(10,000)
100.500.600.. 453	Custodial Supplies		14,000	10,000	(4,000)
100.500.600.. 458	Gas & Oil		23,000	23,000	-
100.500.600.. 490	Other Expenses		14,000	14,000	-
Total 600	Operations & Maintenance		2,042,803	2,043,353	550
Transfer of Funds					
100.000.900.. 552	Food Service		215,000	215,000	-
100.000.900. 553	Pupil Transportation		50,000	50,000	-
100.000.900.. 554	CIP Fund	CIP major maintenance	-	-	-
100.000.900.. 555	Nome-Beltz Apartments		-	-	-
Total 900	Transfer of Funds		265,000	265,000	-
Total 100	General Operating Fund		\$ 7,592,304	\$ 7,614,601	\$ 22,297
Total	District Wide		\$ 7,592,304	\$ 7,614,601	\$ 22,297

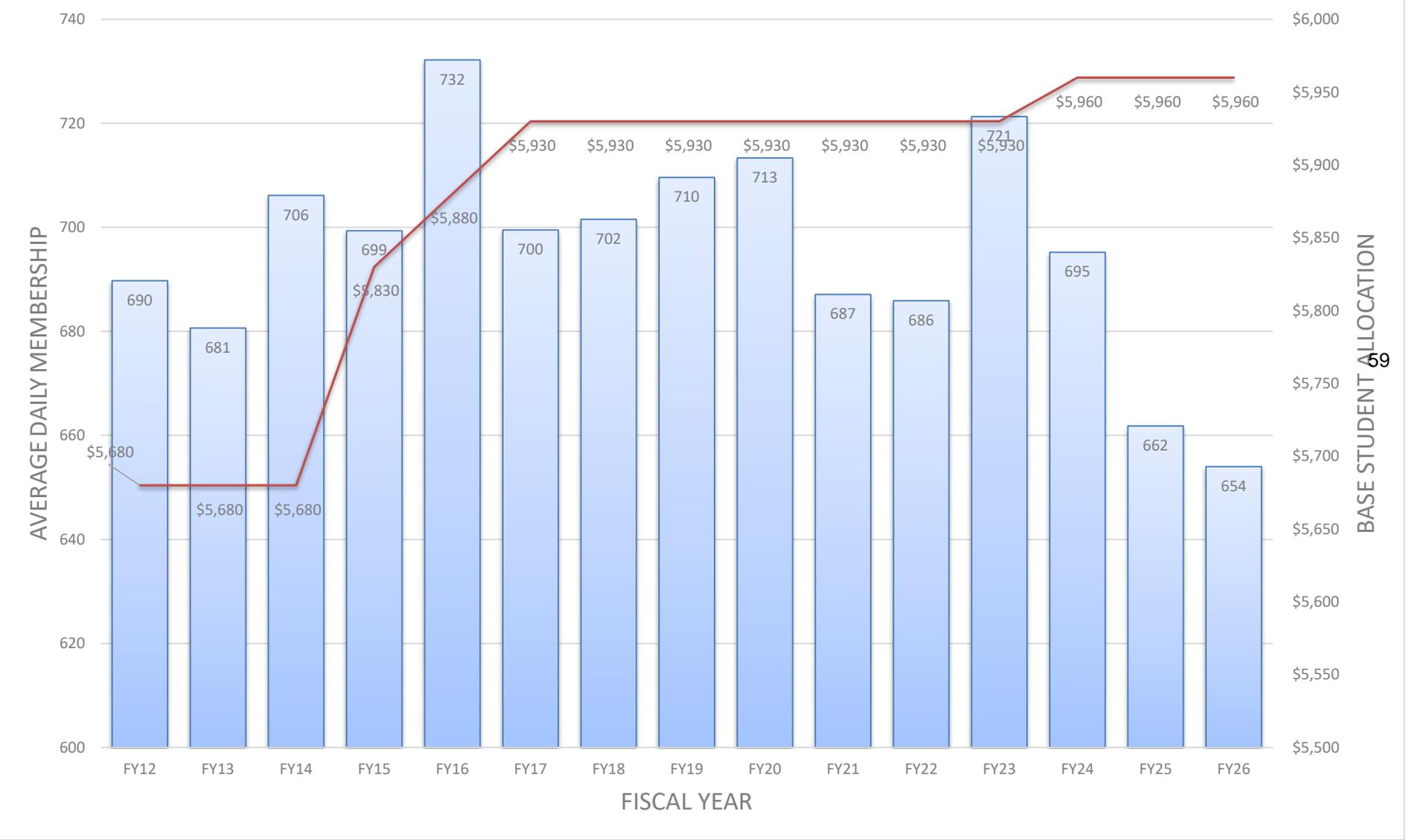
NOME PUBLIC SCHOOLS
Balance Sheet - Governmental Funds
School Operating Fund

	Year-Ended June 30, 2022	Year-Ended June 30, 2023	Year-Ended June 30, 2024	Estimated Year-Ended June 30, 2025	Estimated Year-Ended June 30, 2026
Assets					
Assets:					
Cash and investments	\$ 8,329,728	\$ 8,430,744	\$ 6,913,210	\$ 6,673,365	\$ 6,383,814
Accounts receivable	59,519	803,414	580,144	611,444	611,444
Lease receivable	438,182	221,280	-	-	-
Due from other funds	1,032,624	1,318,137	1,298,835	750,000	750,000
Due from gaming	-	-	-	-	-
Inventories	39,430	111,756	89,705	50,000	50,000
Prepaid items	600,084	309,799	820,009	800,000	800,000
Total assets	\$ 10,499,567	\$ 11,195,130	\$ 9,701,903	\$ 8,884,809	\$ 8,595,258
Liabilities and Fund Balances					
Liabilities:					
Accounts payable	\$ 234,127	\$ 683,116	\$ 249,864	\$ 300,000	\$ 300,000
Accrued payroll liabilities	670,366	612,277	625,059	600,000	600,000
Unearned revenue	18,640	18,640	19,596	18,640	18,640
Due to other funds	6,621,706	6,604,359	6,654,625	6,053,254	6,053,254
Due to student activities	-	-	-	-	-
Total liabilities	7,544,839	7,918,392	7,549,144	6,971,894	6,971,894
Deferred inflows of resources:					
Leases	433,861	216,931	-	-	-
Total liabilities and deferred inflows of resources	7,978,700	8,135,323	7,549,144	6,971,894	6,971,894
Fund balances:					
Nonspendable	639,514	421,555	909,714	850,000	851,500
Restricted	-	-	-	-	-
Committed	-	-	-	-	-
Unassigned	1,881,353	2,638,252	1,243,045	1,062,915	771,864
Total fund balances	2,520,867	3,059,807	2,152,759	1,912,915	1,623,364
Total liabilities and fund balances	\$ 10,499,567	\$ 11,195,130	\$ 9,701,903	\$ 8,884,809	\$ 8,595,258

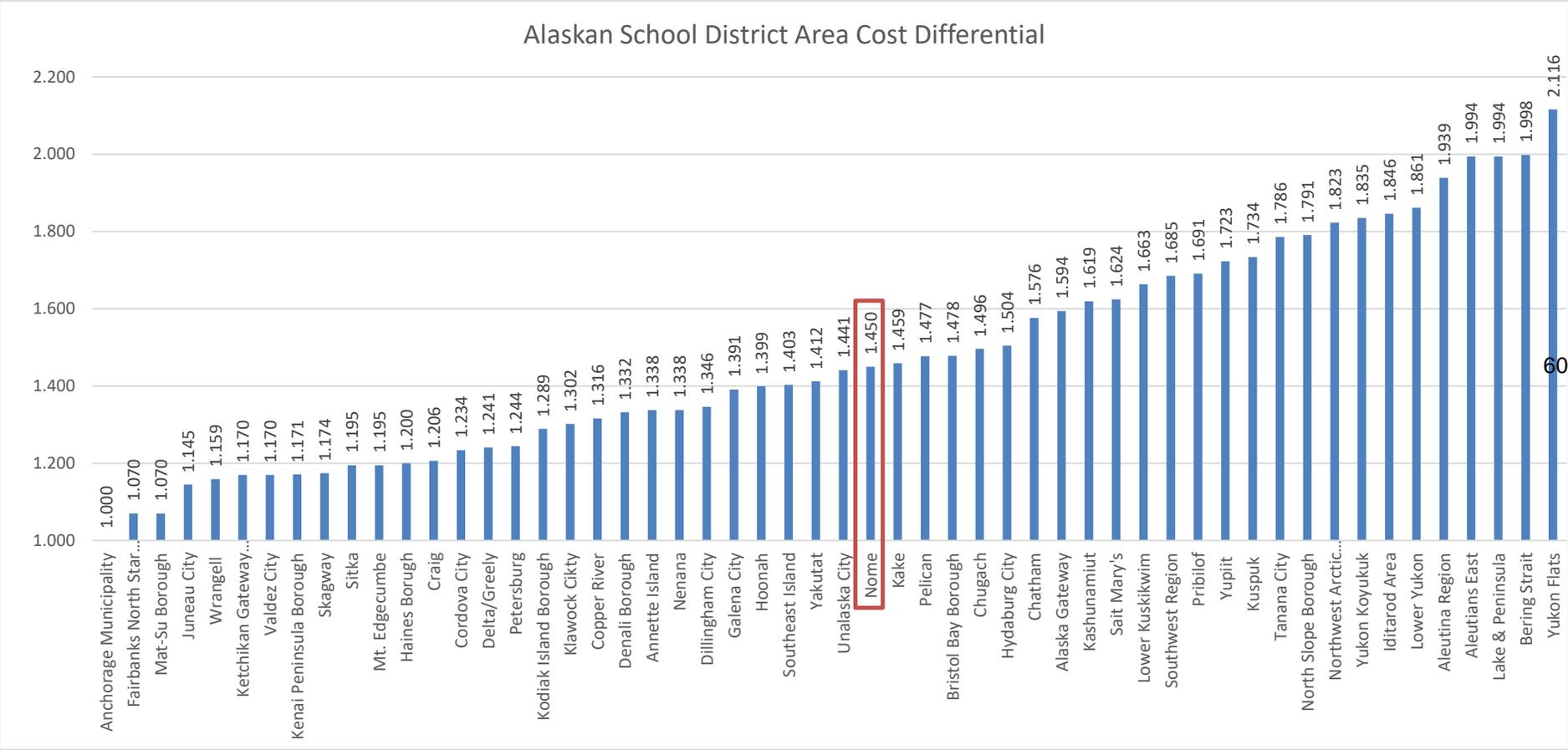
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Note: FY25 & FY26 data depends on timing of when bills are paid and when revenues are received. In addition, the monies flowing through the special revenue funds are recorded in the financials in the General Fund cash account with offsetting transaction in Due to other funds liability account.

Average Daily Membership (ADM) & Base Student Allocation (BSA) 15 Year History



Alaskan School District Area Cost Differential



NOME PUBLIC SCHOOLS

FY2026 Budget Scenarios with Hold Harmless Year 2 in Place

	State Funding Increase	\$ Surplus (Deficit) Revenues - Expenses	
Scenarios:			
1	-	\$ (590,000)	Would need to remove all Technology purchases for FY26 (staff devices, copiers), cut NBMHS student activity food/supply budget, & cut \$550k in positions. Budgeting to move \$250k from Apartment Fund to subsidize General Operating Fund.
2	300,000	\$ (290,000)	Would need to remove all Technology purchases for FY26 (staff devices, copiers), cut NBMHS student activity food/supply budget, & cut \$200k in positions. Budgeting to move \$250k from Apartment Fund to subsidize General Operating Fund.
	+\$170 BSA increase		
3	500,000	\$ (89,000)	Would need to remove all Technology purchases for FY26 (staff devices, copiers), cut NBMHS student activity food/supply budget, & cut \$50k in positions. Budgeting to move \$250k from Apartment Fund to subsidize General Operating Fund.
	+\$284 BSA increase		
4	700,000	\$ 108,000	Could return half the Technology purchases for FY26 (staff devices, copiers), and half the NBMHS student activity food/supply budget that was cut. Budgeting to move \$250k from Apartment Fund to subsidize General Operating Fund.
	+\$396 BSA increase		
5	900,000	\$ 310,000	Could return all FY2026 cuts to the budget. Would still need to use \$250k from Apartment Fund to subsidize General Operating Fund.
	+\$510 BSA increase		
6	\$ 1,100,000	\$ 513,000	Would need to use ~\$125k from Apartment Funds. Would need to begin decreasing positions in FY2027 and continue to use Apartment Funds to subsidize General Operating Fund.
	+\$625 BSA increase		
7	\$ 1,200,220	\$ 610,000	Would need to use \$50k from Apartment Funds. Would need to begin decreasing positions in FY2027 and continue to use Apartment Funds to subsidize General Operating Fund.
	ASA Survey Request +\$680 BSA increase		
8	2,693,000	\$ 2,103,000	Would not need to use Apartment Funds. Could return all supply budgets and the \$800k in positions to the budget. Could increase prior year supply budgets and/or add back 1-2 needed positions to budget.
	ASA Survey Request +\$1526 BSA increase		
9	\$ 3,191,000	\$ 2,601,000	All of the above and could increase fund balance to enable the approved raises for FY2027 for all staff be paid without cutting positions going into FY2027.
	ASA Survey Request +\$1808 BSA increase		

NOTE: In the "Surplus (Deficit)" column this calculation includes expected FY2026 Revenues MINUS the most recent FY2026 Draft Budget which includes removing all technology purchases (staff devices, copiers), cutting NBMHS student activity travel by half, and cutting \$800k in positions/benefits from the budget. Therefore, a "surplus" amount would enable adding back to the budget the amount stated in this column. It is NOT an actual surplus that would be remaining at year-end as we have multiple needed items to be returned to the budget as stated. In addition, there have been positions cut over the past 5 years that have never returned to the budget as well (counselors, librarians, elementary music). Lastly, the Board has been requested for several years a Cultural Curriculum Director which also has not been able to be funded due to budget constraints.

State Funding Increase & Impact Overview

Scenarios & Budget Impact

Scenario	Funding Increase (\$)	Surplus (Deficit) (\$)	Budget Impact
1	-	(590,000)	Remove all tech purchases, cut activity budget, cut \$550k in positions, move \$250k from Apartment Fund.
2	300,000	(290,000)	Remove all tech purchases, cut activity budget, cut \$200k in positions, move \$250k from Apartment Fund.
3	500,000	(89,000)	Remove all tech purchases, cut activity budget, cut \$50k in positions, move \$250k from Apartment Fund.
4	700,000	108,000	Restore half of tech purchases and activity budget, move \$250k from Apartment Fund.
5	900,000	310,000	Restore all FY2026 cuts, use \$250k from Apartment Fund.
6	1,100,000	513,000	Use \$125k from Apartment Fund, reduce positions in FY2027.
7	1,200,220	610,000	Use \$50k from Apartment Fund, reduce positions in FY2027.
8	2,693,000	2,103,000	No Apartment Fund use, restore all cuts, increase prior year supply budgets, add 1-2 positions.
9	3,191,000	2,601,000	All of the above + increase fund balance for FY2027 staff raises without position cuts.

Key Takeaways:

- Lower funding scenarios result in cuts to technology, activities, and staffing.
- Mid-level funding restores some services but still requires Apartment Fund subsidies.
- Higher funding scenarios prevent cuts, restore past reductions, and support future staff raises.
- Over the past five years, positions such as counselors, librarians, and elementary music have been cut and not restored.
- The district has long requested funding for a Cultural Curriculum Director, which remains unfunded.

Student Representative Summative Report for the Month of February

February was a very busy month with many student activities, because of that, students are very excited for a rejuvenating Spring Break and Iditarod.

At the beginning of the month, from February 7th - 9th, Student Council members Macy Hukill (freshman) and Angela Omedalina (junior) went to Juneau for the Legislative conference. There they got to speak to local and statewide legislators on behalf of our school.

Our Educators Rising students went to their state competition on the UAA campus February 20th-21st. The Nanook crew were very successful:

- 1st place JV Public Service Announcement: Lane Schuerch, Granite Peacock, Levi Peterson, and Cohen Booth
- 1st place JV Lesson Planning: Arts - Renee Brown
- 1st place JV Children's Literature: Chantal Blanchette and Sophia Duarte
- 2nd place Varsity Job Shadowing Non-Core Subjects: Marilyn Noyakuk
- 2nd place Varsity Job Interview: Jul Sinnok
- 2nd place Varsity Children's Literature: Kailey Hensley and Sherilyn Anderson
- 3rd place Varsity Public Speaking: Sara James

Also, two students became state officers of the student organization. Sara James is Alaska's VP of Engagement and Angela Omedelina is the Student Networking Ambassador.

Basketball also had a very busy month. February 7 & 8 Nanook Basketball hosted the Houston teams for Ruckus at the Rec. Both our Girls' and Boys' teams were victorious in their match-ups with the Houston Mustangs.

Norton Sound Shootout - JV Tournament, February 14-15. Brevig Mission, Teller, Savoonga, Shaktoolik, and Koyuk were in attendance. Both Shaktoolik girls' and boys' teams made a strong showing. The Shaktoolik girls won the tournament, with Nome girls placing second. This ranking held true for the boys' teams as well.

That same weekend the Nome Boys' Basketball team hosted the Anchorage West High Eagles. Our boys experienced their first loss this season that Friday night, but came back strong on Saturday to win the rematch.

After the tournament the Nome-Beltz Senior Class sponsored a dance as a fundraiser for our trip to DC. The Sweetheart Soiree was attended by about 75 Nome students and another 60 visiting students, and earned a profit of about \$1000.

February 21 & 22 we hosted Bethel girl games in Nome, while our boys went to Bethel.

Saturday was Senior Night for girls. Seniors AwaLuk Nichols, Lauren Kingstrom, and Kamylee Walters were recognized. Our girls lost the first game against Bethel and then won the second game. The Nanook boys experienced the same result in Bethel that weekend, with their first loss to a team in our region.

In a Saturday/Sunday match up, the Barrow boys came to Nome for March 1st and 2nd games, while our girls traveled to Barrow for a more typical Friday/Saturday schedule, where they lost both hard-fought games. In the Den we held Senior night for Cheer on Saturday, and Boys Basketball on Sunday. Seniors recognized were Kara Johanson, Hana Callahan, Hattie Nattanguk, and Sarah Nguyen for Cheer, and Finn Gregg and Orson Hoogendorn for Boys' Ball. The boys won both their games that weekend.

In Student Council news this month, we'd like the district to approve a school instagram page so that we can receive student input, and have a platform that's easier to access for students to share information. Both the high school and middle school student council like the idea of there being an ANSEP building here.



Nome Elementary School Principal Board Report

February 2025

Monthly Building Events

- Winter MAP Testing completed
 - Scores show improvement school-wide in Math, Reading, and Language Use in at and above grade level
 - Scores show improvement school-wide in Math, Reading, and Language Use in below and well below grade level
 - This is fantastic news and shows our kiddos are making gains across the board.
 - Scores included after report
- Internet Outage
 - The fiber cut continues to affect operations, but at a minimal level thanks to support from our tech department.
 - Current internet support changes have allowed for normal function of our school
- Parent Conferences
 - PTC were held Feb 13, 14, and 17th
- Elementary Basketball Games Began
 - Peewee Basketball was a great success, students enjoyed themselves immensely.
 - Upper elementary Basketball began and games started the last week of January.
 - Thanks to Klay Barker and his crew for all their hard work.
- Battle of the Books Success
 - 3/4 grade district winners: Elizabeth Phan, Ali Smithhisler, Valentine Oleson, Paisley McCan
 - 5th grade district winners: Zaden Woods
 - NES placed 17th for 3/4 Grades and 33 for 5th grade at the state level.
 - BIG thanks to Dani Smithhisler for coaching this year! It was a fantastic success
- School Hearing Exams
 - New hearing exam held in conjunction with UAMS
 - Those with parental consent were given a more involved and complete hearing exam.
 - Was available to all students at NES K-5
 - Over 50% participation

Nome Elementary School Principal Board Report

- NPS Safety Meeting
 - Feb 20: Meeting held by NPS with community and family members about ALICE and school safety procedures.
- High Tables continued
 - Participant classes: Cahoy, Secor, and Dorcas.
- NIET Conference in Washington D.C.
 - Mr. Settle attended the NIET conference at the end of February
 - NES was featured in several powerpoint presentations, including the conference keynote.
- Scholastic Book Fair
 - The book fair has returned to our school!
 - We had many families participate.
 - Qualified Migrant Ed. students were given a small voucher to buy from the store as well.

Upcoming Events:

- SkiKu holding skiing events the first week of March
- Spring break the second week of march
- ALICE lessons for students to begin the first week of March, reviewed on return from spring break, with our shelter in place drill to be held before the end of the month.
- AK Star training for staff on return from spring break
- JA in a day coming in April (make-up for December)

PBIS/Discipline Data:

Grade	Number of Incidents	Location	Behavior	Perceived Motivation	Consequence
k	5	Classroom	Unsafe Behavior (5) Injury to Staff (1)	Adult Attention (5)	Conference with Student (5) Parent Contact (5) Re-Teaching Expectations (5) Suspension (1)
2	1	Lunchroom	Inappropriate Language (racist) (1)	Peer Attention (1)	Conference with Student/Parent (1) Remediation Activity (1) Re-Teaching Expectations (1) Detention (1)

Nome Elementary School Principal Board Report

Uptick in behaviors from Kindergarten with one incident resulting in a minor injury to a staff member due to a thrown object. The 2nd grade incident involved racial language and was dealt with in accordance with district policy.

Attendance Data:

Feb	24-25 SY	23-24 SY	22-23 SY
Week 1	87	86	83
Week 2	83	86	84
Week 3	84	88	86
Week 4	80	85	85

We had a large dip in attendance this month. According to absence excuse reasons, this can primarily be attributed to a rash of Hand, Foot, and Mouth cases across the school. Given the highly contagious nature of this disease, we advised parents to keep children home until either cleared by the hospital or symptoms were clear (as set by healthcare guidelines as per NSHC).

Volunteers:

We had about 103 volunteer hours this month!

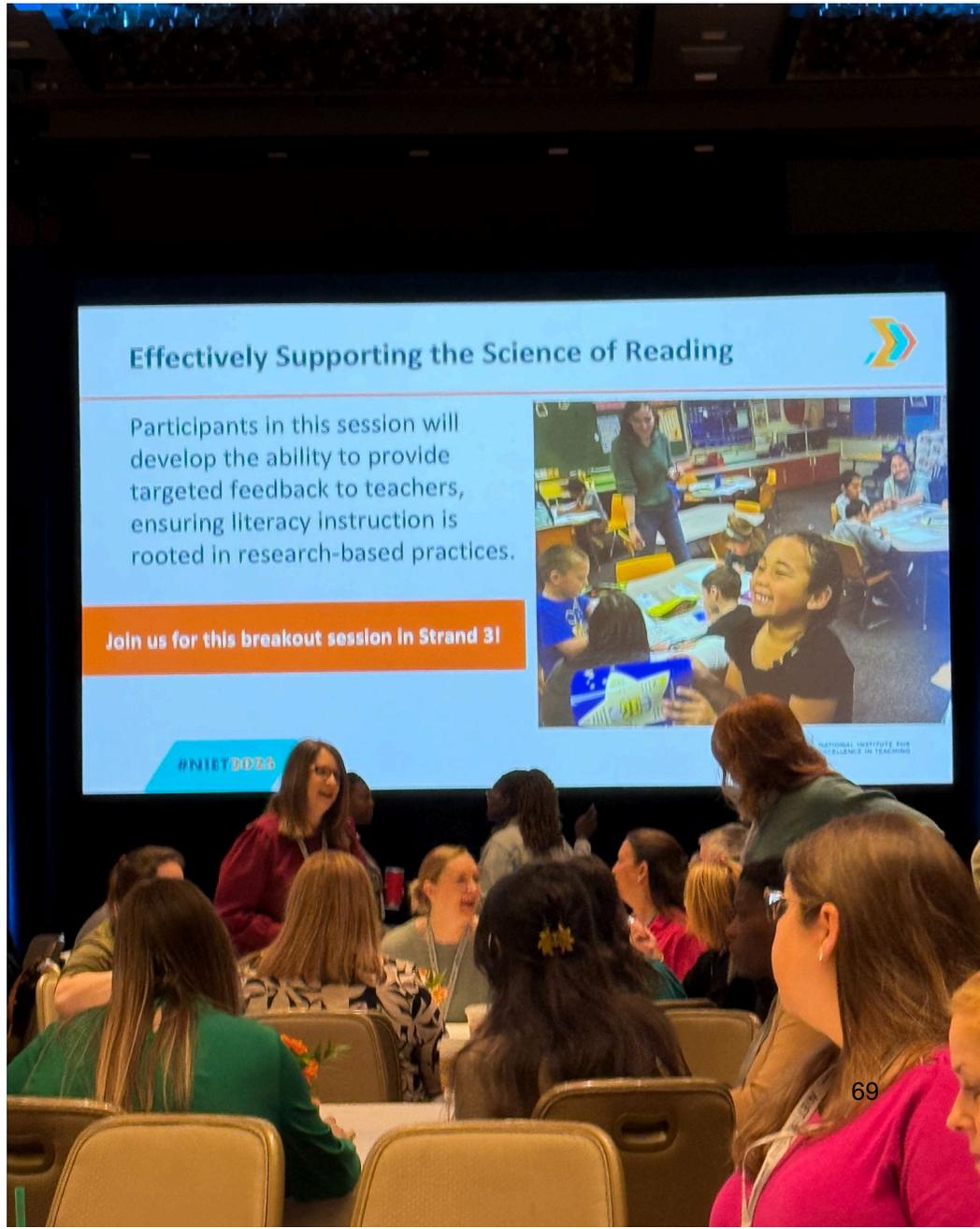
Nome Elementary School Principal Board Report

Pictures



Scholastic Book Fair

Nome Elementary School Principal Board Report



NIET Conference Keynote Slide featuring Meghan Ten Eyck's class.

Achievement Overview

Nome Elementary School | Math K-12

Grade	Achievement Winter 2023-2024 Median and Distribution	Number of Students
All Grades		282

Percentiles Key ● 1st - 20th ● 21st - 40th ● 41st - 60th ● 61st - 80th ● >80th

Rostered Winter 2023-2024

Tested Winter 2023-2024

[More information about this chart](#) ▼

Achievement Overview

Nome Elementary School | Math K-12

Grade	Achievement Winter 2024-2025 Median and Distribution	Number of Students
All Grades		282

Percentiles Key ● 1st - 20th ● 21st - 40th ● 41st - 60th ● 61st - 80th ● >80th

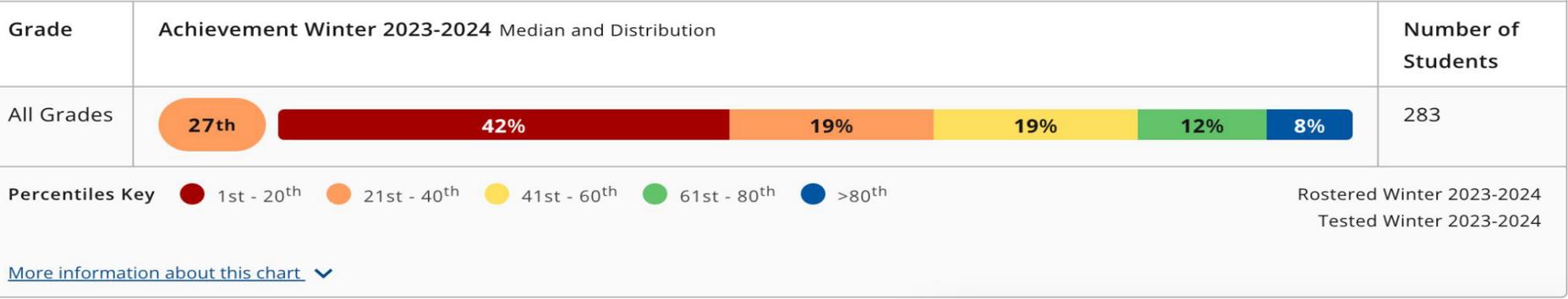
Rostered Spring 2024-2025

Tested Winter 2024-2025

[More information about this chart](#) ▼

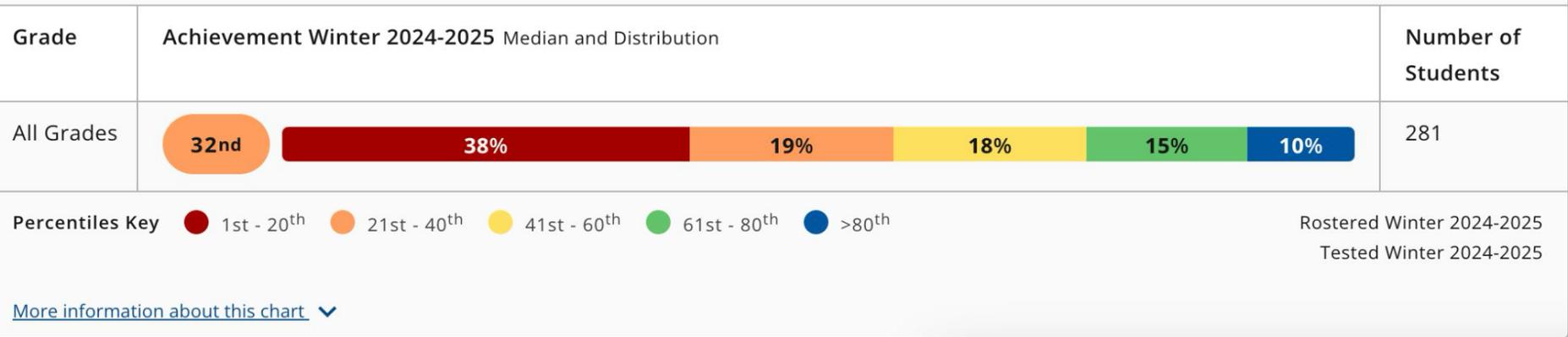
Achievement Overview

Nome Elementary School | Reading



Achievement Overview

Nome Elementary School | Reading



Achievement Overview

Nome Elementary School | Language Usage

Grade	Achievement Winter 2023-2024 Median and Distribution	Number of Students
All Grades	 <p>31st 40% 20% 19% 15% 6%</p>	166

Percentiles Key ● 1st - 20th ● 21st - 40th ● 41st - 60th ● 61st - 80th ● >80th

Rostered Winter 2023-2024
Tested Winter 2023-2024

[More information about this chart](#) ▾

School Profile

Achievement Overview

Nome Elementary School | Language Usage

Grade	Achievement Winter 2024-2025 Median and Distribution	Number of Students
All Grades	 <p>32nd 38% 19% 19% 17% 7%</p>	160

Percentiles Key ● 1st - 20th ● 21st - 40th ● 41st - 60th ● 61st - 80th ● >80th

Rostered Winter 2024-2025
Tested Winter 2024-2025

[More information about this chart](#) ▾



ACSA School Board Report March 11, 2025

Lisa Leeper, Principal

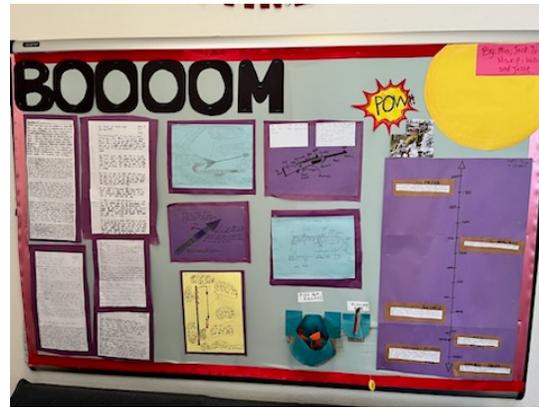
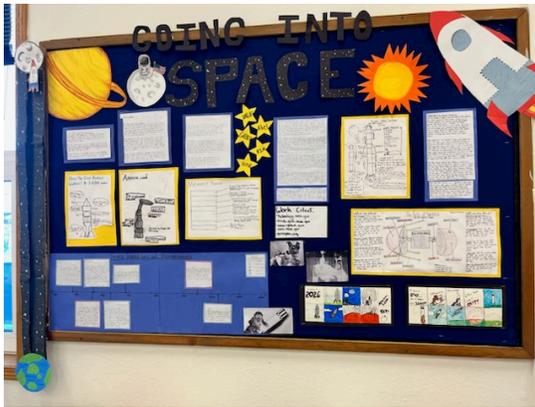
Enrollment / Attendance Update

- We had a 92% student attendance rate for February, down 2% from last year.
- We no changes to enrollment in February.

Classes and Activities

- During February, students studied particular categories of inventions and were involved in creating bulletin boards that depicted essays, diagrams, timelines, and creative portrayals of the theme. Each bulletin board group had five members from different grade levels, divided up by their individual interest in a topic. The 14 topic choices were: Environmental, Medical, Fashion, Sports, Art, Food, Construction, Transportation, Power Generation, Communication, Space Science, Agriculture, Hunting and Fishing, and Electronic Technology. Every board also needed to show how the topic related to indigenous ways of understanding or indigenous ways handling that topic's issue in a traditional or modern context. Here are a few examples of the final products.





- ACSA students spent several weeks of February preparing for their Student Led Conferences. This involved collecting artifacts, writing reflections, and practicing communication. On February 13th and 17th, ACSA students lead conferences with their families. The students discussed successes and areas for growth, explained their high school ready traits, showed examples of their work and projects, and reviewed their MAP scores, attendance record and progress report. Conferences were well attended with about 75% of students having met with their family. Teachers were available throughout the conferences to speak with families or to help students when needed. With a limited amount of time to hold conferences due to the school calendar, student led conferences are ideal for allowing multiple families to attend at any one time and assuring everyone is provided time to meet.



- During conferences, 22 parents/guardians took a short survey that asked about the outcome of Student Led Conferences. Responses showed that 100% of families had a positive experience at the SLC, 100% said their child was prepared or well prepare, and 90% said they felt adequately or well informed of the purpose and process.

- On February 6th during lunch, we celebrated the academic efforts of the 26 ACSA students who made either the “A” or the “A/B” Honor Roll in the 2nd Quarter by hosting a pizza lunch in the classrooms.
- On February 7th, the day after the news of the Bering Air plane crash, teachers led discussions amongst friends and peers and presented activities to help students each process in their own way. Some of our families are also part of the Bering Air family, so our hearts went out to them. Maggie Miller, INUA Outreach Coordinator at BHS, spent time with students that afternoon to make crafts, have snacks, and relax together.
- On February 18th, Katie Hannon from the Injury Prevention team at NSHC brought four Iron Dog racers to ACSA to provide Snowmachine Safety Presentations. The visitors gave away pairs of goggles and helmets to engaged students, and the kids learned a lot from the slideshow presentation.
- On February 20th, Nome Public Schools held a public safety meeting to provide families with an explanation of the types of emergencies our schools may experience and the protocols for each. Attendees were able to ask questions and watch a video that explains how students will be taught about ALICE (Alert, Lockdown, Inform, Counter, Evacuate) protocols for violent intruder incidents.
- In the last week of February, ACSA teachers explained how to keep our schools safe by contributing to a positive and caring school climate. In addition, we discussed Stay in Place measures for medical situations or behavior issues. These events are isolated and handled by a team of responders, allowing classes to remain in session. The discussions about safety were followed later in the week with a Stay in Place drill for students.



Nome-Beltz Middle High School

PO Box 131, Nome Alaska 99762

Phone: 907-443-5201 Fax: 907-443-3626

Date: 06 March 2025

To: NPS Board

From: Teriscovkya Smith and Dr. Michael Akes

Subject: March Board Report

**OUR GOAL AT
NBMHS IS TO
GRADUATE
STUDENTS WHO
ARE PREPARED
TO BE
SUCCESSFUL
ADULTS.**

ATTENDANCE/TEAMS

PRIORITIZE student attendance to improve academic readiness while maximizing their educational experience.

ACADEMICS/PLCS

IMPLEMENT an academic plan with fidelity to increase student achievement.

BEHAVIOR/PLC & TEAMS

ENSURE a school environment where staff and students can be successful.

ENGAGEMENT /TEAMS

SUPPORT student, family, and community engagement to grow a culture of belonging.

NBMHS Data:

- Current Enrollment: 264

Student Celebrations

- Along with Athen Contreras (8th-grade), our February Student of the Month whom we still need to celebrate, we will hold off and do our other celebrations at the April School Board meeting due to spring break.

New Additions

- Kristine McRae, Behavior Specialist
 - Mrs. McRae brings a plethora of relevant experience to the Den and we look forward to having her on the team and growing Nanooks!

The following is a list of happenings that currently impact NBMHS:

- *Funding*
 - With the most recent round of proposed cuts to the district and schools, NBMHS is looking at cutting three teacher positions. We are considering cuts to administration to preserve teachers, but needless to say, the waves of potential cuts to our programs have a profound influence on the climate of the school and teacher and staff morale.

- ***Student Drops***

- Our PBIS initiative compliments other school efforts to address student attendance and retention. Our staff works tirelessly to address the social and emotional needs of students and the consistent efforts and teamwork of our counselors. Some of the practices we employ include:
 - Meetings with students
 - Communications home
 - Partnerships with entities for support
 - Home visits
 - Pathways
- Our SIP, improved systems of data collection, and developing site council will help us to make informed decisions on how to prevent students from leaving school. We will provide a more in-depth report on student retention in our April report, so that we have staff present to address questions, concerns, and ideas for improvement.

- ***FY 26 Cultural Arts Forward Planning***

- This continues to be an area of great concern and finding qualified individuals to grow the Cultural Arts program in partnership with Ms. Walluk poses numerous challenges. When it comes to recruitment, local entities offer competitive salaries and we continue to struggle in how to embed values campus-wide in long-term planning. The Cultural Arts program and its courses have been an integral part of a student's experience at Nome-Beltz for decades. We would still like to secure time this spring to meet with board and community members to plan forward and work with Ms. Walluk on a plan for when she is ready to pass the torch; she loves the idea of an intern who eventually takes the helm.

Growing the Den:

- ***Educators Rising Sweeps at State Competition (Advisor, Ms. Finney)***

- 15 Students competed in this year's **Educators Rising** Alaska State Competitions. All 15 students qualified to move on to the **national competition** in Orlando, Florida in June.
- Competition winners:

- 1st Place JV Public Service
Announcement: Lane Schuerch, Granite Peacock, Levi Pederson, and Cohen Booth
- 1st Place JV Lesson Planning: Arts - Renee Brown
- 1st Place JV Children's Literature - Chantal Blanchette and Sophia Duarte



- 2nd Place Varsity Job Shadowing: Non Core Subjects - Marilyn Noyakuk
- 2nd Place Varsity Job Interview - Julia Sinnok
- 2nd Place Varsity Children’s Literature - Kailey Hensley and Sherilyn Anderson
- 3rd Place Varsity Public Speaking - Sara James
- Additionally, Sara James was elected to be a State Officer, serving as Vice President of Engagement, for the 2025-2026 school year. Angela Omedelina was accepted as the Student Networking State Ambassador for the 2025-2026 school year.
- Thank you Ms. Finney for cultivating this group and leveraging student talent!
- **Winterim 2025 is a Wrap!**
 - Our January Winterim was a huge success as students acted, cooked, welded, strategized, and created. Sessions ran in the afternoons and student engagement was at an all time high! Take a glimpse of the catalog here: [Winterim 2025](#). Thank you to everyone, community members and teachers, who helped bring this unique experience to our students. All of the following pictures were taken by the Videography class!



- **The Pathways Program**
 - Jill Peters is working tirelessly to develop and grow the Pathways Program, a vocational track route to support credit acquisition, student success, retention, and post-secondary work readiness. We will present more on this program in our April report with Ms. Peters.

A Day in the Life at the Den with Our Incredible Teachers: Given the often tense educational climate, we thought it fitting to provide you with some snapshots of the academics that ensue each and every day in the Den, filling the metaphorical backpacks of every student. Here are some examples of teacher excellence:

○ *Español especial!*

- How do you keep students engaged and focused? Remove the desks! Mrs. Rhodes' high school Spanish II classroom is packed full of innovations to keep students immersed in language acquisition and according to one Nanook, "It is a safe place to try and good for my brain."



○ *Picture This*

- Amidst shrinking budgets, it is often challenging to provide enrichment courses that allow students to explore areas of interest outside of standard academic courses. Research indicates that these classes have a positive impact on student attitudes towards learning, attendance, graduation rates, and teacher retention. Mrs. Wright's high school elective course offerings include Digital Art and Photography and Advanced Photography. Students learn an array of skills and they often participate in capturing school events and memories and moving successfully into the Yearbook classes!



○ *Relevancy Matters*

- Ms. Peters brings literature into the classroom in meaningful ways through her Integrated Language Arts class. Using multiple evidence-based strategies, students made inferences, applied vocabulary comprehension, and employed critical thinking with Byron Graves' acclaimed novel, *Rez Ball*. Through a culturally proficient lens, Mrs. Peters fosters student reflection on their identities, region, and life while meeting state standards.



○ *Oh, Polynomials!*

- While Ms. Harlow delves into the administrative role as an intern giving countless hours to examining and improving systems, she is still a treasured part of the Math department at Beltz. Harlow employs humor, mathematical anecdotes ("I used to count by

perfect squares at the gym”), and evidence-based practices to grow proficiency. Recently, students learned how to factor polynomials using a variety of strategies that resulted in 100% engagement. Ms. Harlow utilizes the strong relationships cultivated in her class to create a learning environment where all students engage in content-focused discourse positively and with enthusiasm. Extremely knowledgeable about her content, Ms. Harlow brings a passion into her practices that is contagious and she influences students to do their best. One student proudly stated, “[Harlow] makes math cool.” #micdrop



○ ***Sweetheart Math***

- Mrs. Robb's classes had 'sweet' fun using heart candy to collect data and make graphs to review previously learned concepts. This interactive activity ended their Data Interpretation and Graphing unit and students were able to showcase their graphing prowess. MAP data shows that the incredible effort Mrs. Robb invests into every lesson is working and we are so grateful for her teaching!



○ ***Wright on!***

- Mrs. Wright presented her Masters thesis, “Building Student Self-Efficacy Through Culturally Competent Social Emotional Learning,” at the Annual MTSS Conference in January and again to staff as part of our professional development. Collective teacher efficacy has an extraordinary impact on student achievement and tapping into the knowledge base and expertise of our teachers is essential. We are so proud of you, Mrs. Wright!



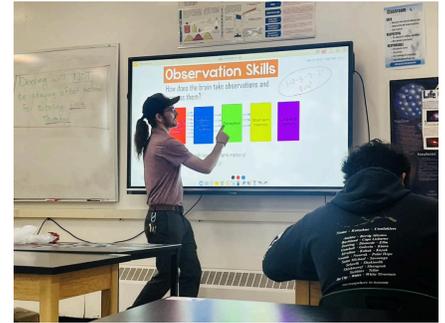
○ ***Speed Date Discussion & Debate***

- Ms. Finney is a master of cultivating student discourse. English 4 had to research pro and anti-AI sources and explore one college’s policy on the use of AI. Ms. Finney presented a quick lecture on the differences between discussion and debate and structured the class to include timed rounds that included components of both. Additionally, Ms. Finney also provided a supplemental reference

sheet on sentence starters so that students could introduce a topic, share an opinion, disagree respectfully, build off of an idea, and conduct all levels of conversations with respect and accountability. At any given point in class, 100% of the students participated in cooperative discussions and debates. Click the link to see a video of her students in action: [Speed Date Discussion & Debate](#)

○ *Fantastic Forensics*

- Mr. Deering's Forensics students, in preparation for a faux murder that they must investigate and solve, learned about observational skills, long and short term memory and their correlation to the various parts of the brain. Mr. Deering synthesizes neuroscience into a series of engaging and fun activities that promote critical thought and rigor. He demonstrates consistent excellence!



○ *Sivuqaq Lifestyle*

- Ms. Phyllis fuses past and present in her Sivuuqaq Lifestyle class in relevant ways to instill cultural values and connect students to their region. Students sit together and at the start of each class, greet their peers in St. Laurence Island Yupik. Recently, students read about Formerly Used Defense Sites (FUDS) in the Northeast Cape and Gambell and the cleanup efforts in 2007-8 (which was the responsibility of the US Army Corps of Engineers). When reading the FUDS article, students happily accepted guidance when they struggled with pronunciation. Mrs. Walluk embedded cultural norms throughout her lesson and the students quickly and consistently responded to her cues, questions, and guided practice. The students took turns reading and Mrs. Walluk offered explanations to help fill in context, especially when it came to the environmental impacts of the FUDS on subsistence activities and the general health of the island's residents (increased rates of cancer). Igamsiqanaghalek, Ms. Phyllis!



○ *Anatomy and Physiology*

- "This class is rigorous and you will have to keep up and work hard" are the words emanating from Ms. Liben's class on any given day. Recently, A&P students had to label the major structures of the long



bone and summarize two phases of bone formation and growth in preparation to learn bone remodeling. Ms. Liben’s classes are fast-paced from the get go and her bell-to-bell instructional practices keeps students engaged and focused on the learning intention and success criteria. Ms. Liben infuses rigor into her practices and holds students accountable while fostering a “can do” atmosphere in which all students can succeed and meet expectations.

○ ***Delving into Hobbes and Locke***

- Mr. Wharry’s Government class reviewed Hobbs and Locke and he put them to work! Two groups had to create a government system that aligned with their respective assigned philosopher (power delegation, laws, role of citizenry, rights/freedoms, checks and balances, conflicts, changes) and each group member had assigned roles (philosopher expert, law and order specialist, citizen representative, leader, recorder). Not only is cooperative learning an evidence-based practice, but transfer learning is the goal as we work to have students think metacognitively, reflecting on their own thinking and understanding. Hattie would be proud of you, Mr. Wharry!



○ ***Kinesthetic Connections***

- Mrs. Berry brings the earth alive with her 6th-grade students in Science as they simulate primary and secondary waves and their impact on the earth’s surface. Kinesthetic activities reinforce learning and promote student comprehension. Check out the video here: [Primary and Secondary Wave Makers](#)

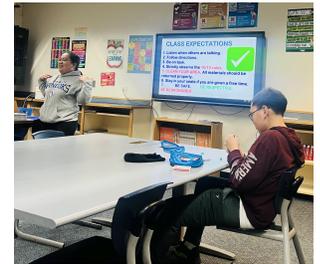
○ ***Post-Secondary Preparation***

- As you learned during our February School Improvement Plan mid-year goals update, 100% of our graduating seniors have post-secondary plans and the work of Mrs. Badertscher is remarkable in making sure our students have what they need for success after graduation. Students in Mrs. Badertscher’s class learned about the [Alaska Career Information System](#) (AKCIS), worked with various resume templates, and created resumes that they can use for MyCashe scholarships, job applications, and other applications.



○ **PBIS: An all campus effort**
#nanooksknow

- In preparation for an exciting assembly to celebrate student activities, athletic performance, and our upcoming Western Conference, Mr. Horton worked with his middle school students to create a movie demonstrating our PBIS behavior expectations. Check out their masterpiece here: [Assembly Expectations](#)
- As Nanooks demonstrate their prowess of campus behavior expectations (safety, respect, and responsibility), they earn points through our PBIS Rewards online platform and app. Through this token economy, students can purchase various goods from our MS/HS Nanook Stores. Mr. Brown gets long lines of excited students ready to shop!
- A most recent incentive gave students the opportunity to purchase tickets and chance to pie a certain, ahem, administrator in the face. We shall see what happens.
- Ms. Abangan reinforces behavior expectations regularly in her classroom to promote student success. The more we teach the behaviors we want to *see*, the more students will *demonstrate* them and receive accolades for being good citizens.



● **Den Support**

- We ❤️ our Volunteer Pep Band! While Mr. Sargent grows musicians *in* the Den, he has also been working with a fantastic group of volunteers who continue the long standing Pep Band tradition, working in time around their already busy days. We are so grateful for what they bring to our games and the hours they donate to support student activities and our Nanook fans. THANK YOU!
- KNOM and the Nome Nugget have been incredible partners in capturing news from our district and school, game coverage, and working with students. Anna Leonas has visited our Yearbook staff to work with students and garner interest in student-driven reporting and Ben Townsend offered his mega-fancy camera to students to



give them a chance to “see” a game through a professional lens, literally.

- Community support is what many of us love most about Nome and The NBHS Youth Peace Corps has been grateful for the concession love as they work hard to secure their service learning trip to Argentina. Thank you, Nome!
- It is not often that a world-renowned education academic pops into class to sing Karaoke with students, discuss impactful learning with teachers, and give unfettered time and conversation to an administrator with a plethora of dreams. Special guest John Hattie, his wife Janet Clinton, and his Corwin entourage gave hours to the Den and we are eternally grateful. We know that **Visible Learning** will help move the needle in student outcomes and this visit was instrumental. And yes: hoodies will be heading to Australia as soon as possible!
- Hank the Tank Irelan is simply one of the best human beings on the planet. Hank serves as a building substitute and when he gets a pocket of time, he supports students, staff, the main office, and administration. Hank. Is. Always. At. School. He is entrenched in the Nome and Den fabric and our lives and the lives of our students are better because of him. Thank you, HTT!
- As if the lives of teachers and staff are not busy enough, they also work outside of contract hours to provide a safe place for Nanooks to get their boogie on, including a high school Valentine’s Day dance during the Norton Sound Shootout and our recent “Sweetheart Dance” for the middle school. Thank you to everyone who helps to chaperone and support these events!
- **Nanook News:** Enjoy the **65th edition of the Nanook News** and a February update from *inside* the Den!
- **Social Media**
 - If you haven’t already, please like our **Nome-Beltz Middle High School Facebook page** for regular updates on school activities. We have not been able to secure an Instagram page in time for Regionals, but hopefully soon.



UPCOMING EVENTS FOR THE DEN:

March 10-14	Iditarod (Spring) Break → No school
March 28	3rd Quarter ends (Q3)
March 29-April 5	Senior Trip #DCorbust
March 30-April 4	Junior Class CTE Trip
March 31	4th Quarter begins (Q4)
March 24-April 25	AK Star testing window
April 3-4	Q3 report cards mailed home
April 18	Inservice → No school
April TBD	Spring Music Performance
April/May TBD	Middle School Formal
May 1-2	Q4 mid-quarter progress report
cards mailed home	
May 9-10	Drama Club performance
May 10-17	8th-Grade Washington DC Trip
May 17	Junior Prom
May 22	Last academic day for HS seniors
May 23	Senior Celebrations/Baccalaureate rehearsal
May 25	Baccalaureate (<i>appx 4:00pm</i>)
May 26	Memorial Day → No School
May 27-30	HS Spring Semester Review &
Final Exams	
May 27	Graduation set up and rehearsal
	Scholarship Night (<i>appx 6:00pm</i>)
May 28	NBHS Class of 2025 Graduation #2025willthrive (Parade at <i>appx 5:30pm</i> ; ceremony 7:00pm)
May 30	8th-grade Promotion
May 30	Last school day! Semester 2/4th Quarter ends (S2/Q4)



♥March Special Education Report - Mary Donaldson

New Opportunities for our Children



Special Olympics Field Hockey

Coach Spencer and Dan Holmes coached our first field hockey team competition in Anchorage February 11 -13. The team finished in the top 3 with the smallest team participating in the competition. It was a great experience for our children.

PreSchool Services

Nome Preschool, Headstart and Norton Sound met to plan on how we can best serve our 3-5 year old students who qualify for special education. We are working very closely with parents to coordinate year round services for our children.

Child Find

Child Find will be held on Wednesday March 19 from 3:00 to 7:00 for children ages 3 to 7. Speech, Hearing, Vision, and Early Developmental Screeners will be available for families. Free transportation will be provided



NWEA/MAP ASSESSMENTS

Beltz Middle School Special Education Students increased their NWEA/MAP scores by an average of 2.1 grade levels in Reading and 3.2 grade levels in Mathematics. Coach Spencer, Special Education Teacher, paired with our classroom teachers to set goals and offer incentives. Students took the assessment seriously and it showed in the improved scores.

Special Education Teacher Training

The Special Education team participated in training Friday February 21 and Saturday February 22. We trained on Individual Education Planning, Differentiated Instruction, Interventions and planning for next year. Our new teachers from the Philippines participated and shared their expertise.

Students in Special Education

We have 149 students in Special Education. We are at 19% which is slightly higher than the national average of 18% and Alaska average of 17%

<u>9 -PreK</u>	<u>7 -8th Grade</u>
<u>7 Kindergarten</u>	<u>13-9th Grade</u>
<u>15 -1st Grade</u>	<u>11 -10th Grade</u>
<u>12- 2nd Grade</u>	<u>4 -11th Grade</u>
<u>12 -3rd Grade</u>	<u>10-12th Grade</u>
<u>14 -4th Grade</u>	
<u>16 -5th Grade</u>	
<u>11 -6th Grade</u>	
<u>8 -7th Grade</u>	

Nome Public Schools Director of Technology Report

Jim Shreve
12 MARCH 2025

Current / Completed projects

Vivi signage and display control boxes installed on four TVs at NBMHS. Three of these devices were setup and adjusted for use during the Regional Basketball Tournament, 06-09MAR25, to provide a feed of the NFHS Stream of the games to the weight room (referee and coach prep area), hospitality room, and Nanook Room by the concession stand. All of these devices see digital signage use throughout the year where current information, general and special announcements, and monthly meal menus are pushed each school day. The devices also enable power control via a schedule on the TVs they are connected to.

Internet outage update. As mentioned in last month's report, on 14FEB25, Quintillion provided a specialized high capacity Low Earth Orbit (LEO) satellite connection, specifically for Nome Public Schools. The speed of this connection is comparable to our old fiber speeds of 300Mbps download and 300Mbps upload. We continue to work with our Internet Service Provider to increase our redundancy capabilities and speed to ensure each of our schools can receive contracted speeds in compliance with USAC and BAG100.

Completed preparations and adjustments of WIDA ELL tests, updated State Testing applications, and testing content servers for the ongoing and upcoming testing sessions. NWEA AKSTAR, and DRC WIDA / AK Science testing kiosk apps are updated and ready for Grades 3 and up. Two computer labs at NES and one computer lab at NBMHS are all prepared. These labs offer teachers the benefit of a sterile testing environment. Students benefit by having larger displays than classroom devices, and with full size keyboard / mouse. Updates have been pushed to all classroom devices as well.

Future Projects - No change

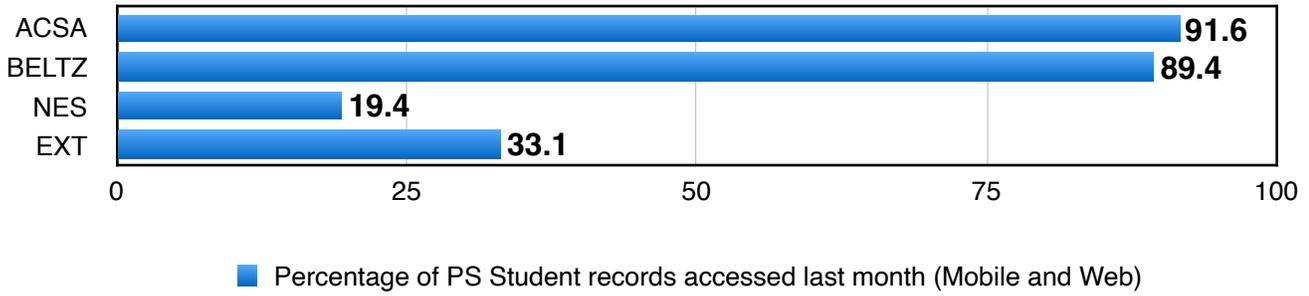
Continue to build on the District's Data Protection Policy by implementing many of the information security processes covered in the virtual Chief Information Security Officer course I am now certified in. I am identifying many policies that either need added or updated to ensure compliance with industry standards. Once I complete my list I will submit drafts of these policies to the Policy Committee.

Network diagramming for our entire network infrastructure in support of District Data Protection Policy. Division of our large layer two network into multiple Virtual Local Area Network segments to improve speed and security of our connected devices and network as a whole. This will also allow better protection of NPS owned equipment from equipment joining the guest side of our network. I have received the quote from our Juniper Switches vendor for support on this monumental task and am reviewing my budget for availability of funds.

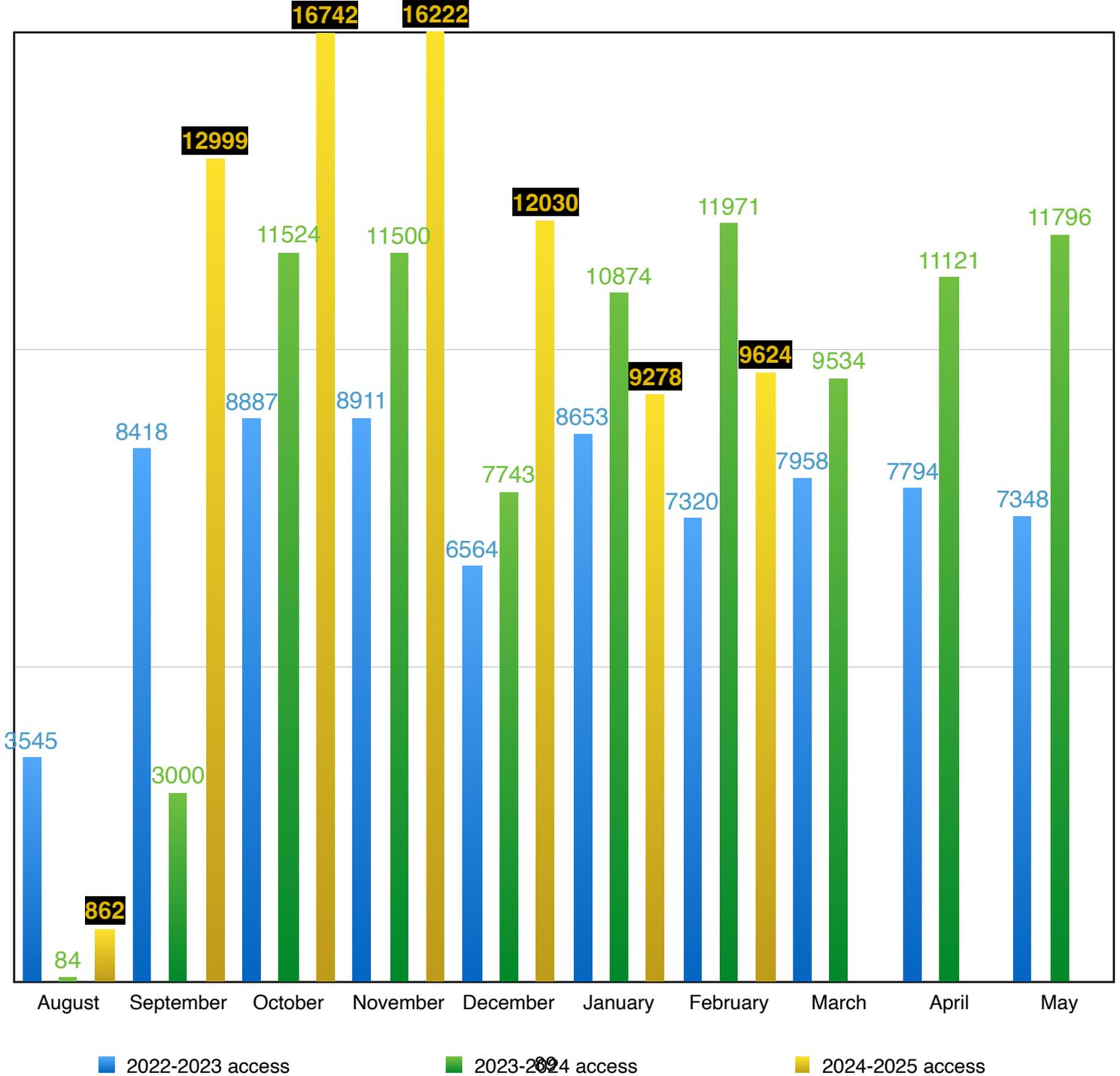
PowerSchool Online Enrollment

As of 05MAR25 the SY24-25 New Student Enrollments forms completed are at 125 (36 for Kindergarten) and the SY24-25 Returning Student Enrollment forms completed remains at 452 for a total of 577 records of 664 (86.8%). There are currently 152 SY24-25 Returning Student Enrollment forms remaining. The Returning Student Enrollment window is now closed (as of 01MAR25). Focus is shifting to setting up next years forms.

PowerSchool Student Information System Access data. PowerSchool use, by students and parents for last month.

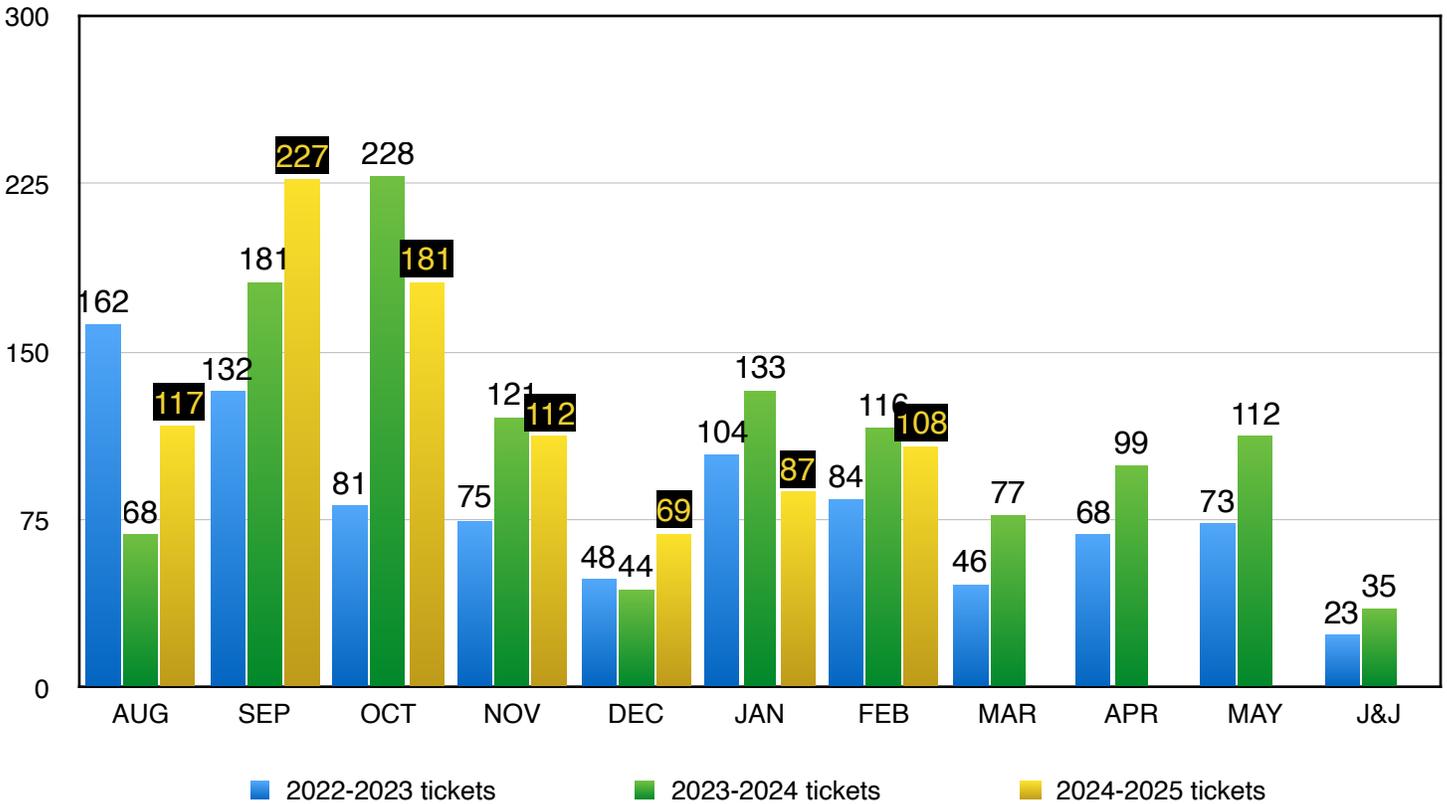


Total Parent and Student PS Web and Mobile Access Sessions



Technology Web HelpDesk

Part of the Technology Department's role is to maintain the Technology Web Help Desk for staff to request repairs, training, and troubleshooting. For last month we closed / resolved 101 of 108 (93.5%) of the tech requests submitted through the system. Our average response time was 1.3 hours and average resolution time was 16 hours.

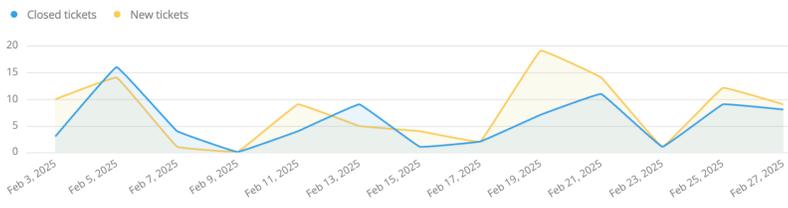


All Activity

Explore ticket analytics filtered only by your permission level

02/01/2025 > 02/28/2025 FILTERS (1) TICKETS

Ticket Resolution Over Time (closed tickets vs. newly submitted)



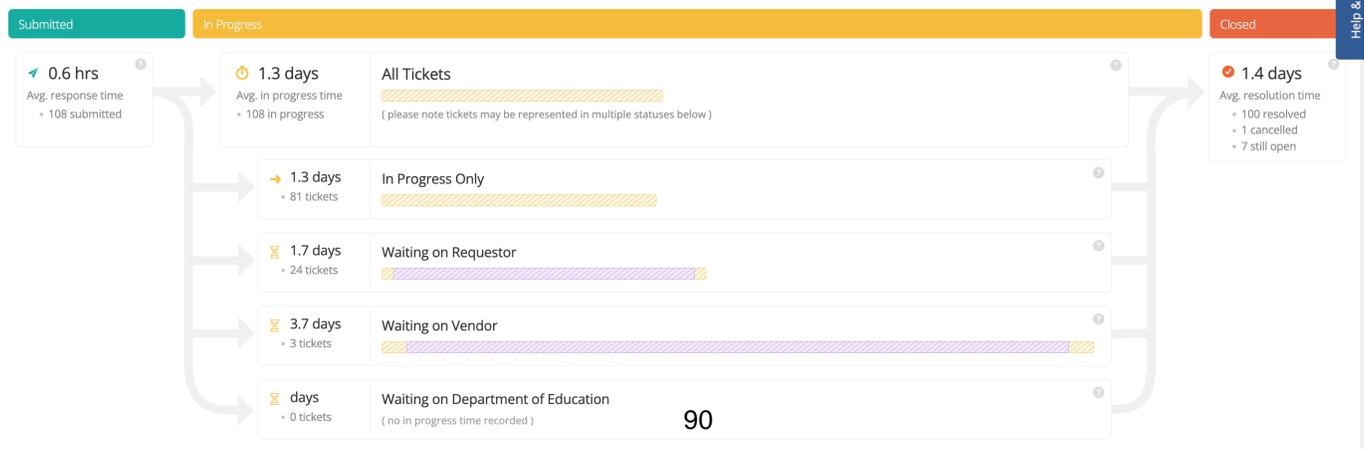
1.3 hours
Response time (avg)
for all ticket statuses

101
Tickets now closed
out of 108 submitted

16 hours
Resolution time (avg)

7
Tickets still open
0 waiting on requestor

Ticket Pipeline Analysis (shows time spent in each status, along with ticket routing for all workflows)





Family/Community Engagement

The Needs Assessment Committee completed their ad hoc committee responsibilities on March 7, 2025. A report of the process and outcomes will be used for further grant development.

Fall 2024 book orders have been made, received and picked up by families. Additional orders will be made to include requested Native focus books.

NACTEC invited NPS to provide a CTE presentation. The presentation provided processes for CTE course offerings and proposed course offering for SY 25-26 and SY 26-27. The Needs Assessment provided priorities to be further defined by a CTE grant committee, yet to be determined.

Culturally Relevant Curriculum

Developing a culturally relevant curriculum is planned with the help of local experts (Carrie M. McLain Memorial Museum and Northwest Campus- UAF). The plan is to have a draft by end of this school year. (continuing)

Margaret and I will be attending the Alaska Native Language Summit on May 1, 2025 in Anchorage.

Margaret and Phyllis have been made aware of the curriculum forthcoming for SY 25-26. Both are invited to participate in its development.

NES and ACSA have begun developing their program discussions/development for cultural events. NES plans to have a culture week.

Value and Grow Staff

ESEA Monitoring expressly requires documentation for use of funds that resulted in the development of a form for teachers and other individuals to complete. Completing the ESEA monitoring task has been a positive undertaking that has provided an opportunity to rethink how accountability can look to demonstrates student achievement. The deadline for submitting NPS responses has been set for March 7, 2025.

Holly Harlow and Hana Robb has taken on the NBMHS Building Test Coordinator responsibilities and have shown their commitment in taking on these responsibilities. Professional development is ongoing. Thank you to Holly and Hana for your support.

Assessments:

AK STAR and AK Science are scheduled for March 24 – April 25, 2025. Building Test Coordinators will be finalizing the test schedule for dissemination to all schools.

Thank you.

Nome Public School Board, Facilities Service Report, March 2025

Jonathan Duarte, Facilities Director

Maintenance Snapshot:

- Scheduled Work Order in progress: 54

Staffing:

- Custodian Rotational Supervisor- Brandon Kent
- Custodian Lead- Julianna Duarte
- Custodian III -Stan Burgess
- Custodian II- Thuong Nguyen and Evan Burgess
- Custodian I- Cody Foret, Jordan Tessateskie and Elizabeth Nolan
- Rotational Custodian - Sheryl Newyaka and Raymond Warner
- Maintenance Foreman- Ilya Komarov
- Maintenance Technician II - Jakob Ploch
- Maintenance Technician I- Bill Baxter

Maintenance Department Tasks with Status:

- Apartment- GCI old tower is removed. Demo is completed.
- Apartment- Installing blue board on foundation footing for heat retention.
- District Wide- Annual Fire System Inspection Completed.
- Dorm- Recharged glycol system.
- Heavy Equipment- Volvo DPF replaced and reset.
- NBHS- Boiler 3, Fuel supply issue repaired and online.
- NBHS- Boiler 2, Oil Fuel regulator inoperable, ordered part and currently offline.
- NBHS- Classroom 104 and 105 replaced the baseboard heat valve body.
- NBHS- Door repairs and maintenance are ongoing.
- NBHS- Gym emergency lighting connected.
- NBHS- Gym locker heating bypassed. Phase 2 of DDC upgrade.
- NBHS- Gym walls had several holes patched.
- NBHS- Kitchen Dishwasher, water softener and prewash station faucet replaced with new.
- NBHS- Kitchen Pot steamer repaired.
- NBHS- Kitchen heat exchanger needs to be replaced. Pending installation.
- NBHS- Pool and Gym water generators and shower valves serviced.
- NBHS- Roof leaks in the building, we either set up contaminants or shovel snow on the roof.
- NBHS- Welding shop replaced glycol makeup pump.
- NES- Kitchen HVAC fan motor replaced and in operation.
- NES- Kitchen Dishwasher coil repaired, serviced and cleaned.
- NES- Kitchen (3) sink wash station plumbing re-piped.
- NES- Fuel level sensor wiring installed. Pending custom sensor.

Janitorial Department Tasks with Status:

- Deep cleaning in the gym.
- Inspect and repair cleaning equipment.
- New janitors in training.
- Prep for special activities throughout the month.

Safety Concerns:

- Once we were aware of HFMD (hand, foot, mouth disease) our team doubled their efforts with sanitation at both locations. We distributed full dispenser buckets to each classroom. Wiped down hard surfaces.



Nome Public Schools

MEMORANDUM

To: Board of Education
Thru: Jamie Burgess, Superintendent
From: Genevieve Hollins, Contracted CFO
Alaska Education & Business Services, Inc.
Date: March 6, 2025
Subject: **Financial Narrative**

Spring forward daylight savings time sprung upon us once again!

FY2026 Draft Budget #2

The FY2026 Draft Budget #2 is attached to this Board packet for your review.

Due to the ongoing legislative waffle-waffling regarding Base Student Allocation (BSA) increase possibilities, which are ranging quite widely but quite frequently landing back at a rather randomly proposed number, we have decided it may be safe to 'bet' on receiving at least a \$680 BSA increase, or commensurate revenue increase. Therefore, in this 2nd Draft Budget we have increased the Foundation funding from \$5960 BSA to \$6640. We are also assuming that FY2025 will be a Hold Harmless Year 1, and therefore FY2026 will put us in Hold Harmless Year 2. The combination of these increased revenue projections has allowed the district to keep most positions in the budget. We do still have 3 positions, a large chunk of student activities, and most supply budgets cut from the budget. Additionally, we have assumed a 3% increase to health insurance, although the market appears to be trending toward 8-10%+ health insurance premium increases. We are hoping that our good claims experience this year will bode well for the district when we go out to bid for health insurance here in about a month. The newly completed classified and certified negotiated agreements that are before the Board for approval this month have also had their monetary changes included in this budget.

District Wellness Policy Triennial Progress Assessment

Every three (3) years the district is required to evaluate compliance with the district's Wellness Policy. The Triennial Progress Assessment is attached herein, and as required by USDA regulations, will be posted to the district website.

USAC - 5th Circuit Court Ruling

From the Department of Education and Early Development's January 17, 2025 emailed newsletter:

A recent 5th Circuit Court of Appeals ruling has declared portions of the Universal Service Fund (USF) fee structure unconstitutional, citing a violation of the nondelegation doctrine due to insufficient Congressional oversight of the FCC's authority to set funding contributions. This

decision disrupts the legal foundation of the USF's revenue model, which supports programs like E-Rate that subsidize internet access for underserved schools and libraries. The ruling raises significant concerns about the sustainability of USF funding, potentially leading to delays, reductions, or restructuring of financial support for initiatives aimed at bridging the digital divide.

The Supreme Court granted two cert petitions - one from the government and another from the School, Health and Library Broadband Coalition (SHLB). This ensures that the case will proceed under SHLB's banner. The court requested briefings on whether the case is moot, signaling the possibility of dismissal if no demonstratable damage is found. The oral argument is scheduled to happen on **March 26, 2025**, with decisions following in June.

The State of Alaska is in the process of submitting an amicus brief detailing the importance Universal Service Fund to the health care, 911 emergency operation systems, education, and everyday life.

Standard Operating Procedure (SOP) #1 - Communications

SOP #1 - Communications - The purpose of this SOP is to establish uniform procedures for district communications. Please find the SOP attached for your review, reference, and comments.

Thank you!



REPORT TO THE PUBLIC

District Wellness Policy
Triennial Progress Assessment
February 17, 2025

Preamble of Wellness Policy

Nome Public Schools is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental and social success, we need to create positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.

Triennial Progress Assessment

At least once every three years, the District is required to evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- ✚ The extent to which schools under the jurisdiction of the District comply with the wellness policy;
- ✚ The extent to which the District's wellness policy compares to the Alliance for a Healthier Generations' model wellness policy; and
- ✚ A description of the progress made in attaining the goals of the District's wellness policy.

During FY2025 the District solicited input from stakeholders and received feedback from several of the District Wellness Committee members. The District Wellness Committee members held a meeting and everyone reviewed the School Wellness Policy. The feedback from the meeting is summarized in the following report.

Public Involvement

Does the SFA have a Local Wellness Policy?

Yes, the District's Wellness Policy was last revised on November 20, 2024 and is posted to the District's website.

Does the SFA have a school Wellness Committee?

Yes, the committee is comprised of various stakeholders and is listed in the District's Wellness Policy. Committee members include school food service personnel, school administrators, and teachers.

Is there documentation that the sponsor has actively solicited participation from potential stakeholders to participate in the development, review, update, and implementation of the Local Wellness Policy?

Yes, stakeholders within the school system were solicited for involvement via email.

Does the School Wellness Committee meet regularly?

The District's Wellness Policy requires 2 meetings per year. Over the course of the past 3 years (FY23-FY25), 1 meeting was held in November of 2024.

Nutrition Guidelines

Does the Local Wellness Policy include goals and priorities for nutrition guidelines?

Yes. Examples of goals and priorities in the policy include the following:

- ✓ Participation in both school breakfast and lunch programs
- ✓ Free water available at breakfast and lunch
- ✓ Self-service fruit and vegetable bars
- ✓ Offer multiple menu choices
- ✓ Offer versus Serve: allow students to choose their meal (at NBMHS and Lunch at NES)

All sites are meeting the guidelines for goals and priorities.

Do all food and beverages sold during the school day (midnight to ½ hour after school) comply with Smart Snack requirements, including: Vending Machines, School Stores, Snack bar, & Fundraisers?

All three sites did not have any food sold during the school day that did not comply with Smart Snack requirements and the Local Wellness Policy, and therefore meet this requirement.

Throughout each school year all sites need to continuously review/monitor the food that is accessible to students during the school day and ensure they meet Smart Snack requirements. The District's Business Manager or Nana Management Services Food Service Manager can point administrators in the right direction and help with answering nutrition-related questions as they arise.

Does the Local Wellness Policy include nutrition guidelines for all food available for sale on the school campus & does it include guidelines for marketing only food that meets Smart Snack standards?

Yes.

Nutrition Education

Does the District Wellness Policy include goals & priorities for nutrition education & promotion?

Yes, it does. Examples of goals include:

- ✓ Cafeteria bulletin boards & posters
- ✓ Staff training on positive feeding environments
- ✓ Publishing monthly school menu
- ✓ Taste testing, food samples of new products or recipes
- ✓ Periodic menu themes and special events

Nutrition education and promotion is being met by all sites.

Nutrition Promotion

Does the District Wellness Policy include goals & priorities for nutrition promotion?

Yes. Examples of nutrition promotion goals that have been met include:

- ✓ Allow sufficient time for students to eat school meals (30 minutes at lunch and 20 minutes at breakfast)
- ✓ Food & beverages not used as rewards for student performance or behavior (needs reinforcement at the Jr./Sr. High School level)
- ✓ Evaluate lunchroom environment
- ✓ Implement Smarter Lunchroom strategies
- ✓ Feature & promote healthy foods
- ✓ Healthy classroom celebrations (will continue to work on providing *suggested* guidelines for parents providing celebratory food items)
- ✓ Non-food rewards & healthy food of non-food fundraisers

Physical Activity

Does the District Wellness Policy include goals & priorities for physical activity?

Yes. Examples of physical activity goals met include:

- ✓ 20 minutes of recess per day (all but Nome Beltz-High School, which has PE and many voluntary extra-curricular activities)
- ✓ Physical activity will not be withheld as punishment
- ✓ Physical activity breaks in classes
- ✓ Access to school exercise facilities
- ✓ Safe walking routes to school
- ✓ Before/after school physical activity programs

Public Notification

At least annually, is the public informed or updated regarding content and implementation of the wellness policy, and progress toward goals and priorities?

Yes, the Wellness Committee meeting agenda, minutes, and policy continuously available via District website.

Monitoring & Evaluation

Has the School Food Authority assessed the implementation of the Local Wellness Policy in the last three years & is there documentation that the public has been informed?

Yes, and it is posted to the District website.

The District's Business Manager has been tasked with ensuring that a triennial review (once every 3 years) of the District's Wellness Policy occurs. After the report is finalized, it will be included in the Board of Education Board Packet and subsequently posted to the District's website.

This concludes the latest review of the District Wellness Policy.

Any questions may be directed to Genevieve Hollins, Business Manager, via email at Genevieve.Hollins@akebs.com or via phone at (907) 230-2169.

NOME PUBLIC SCHOOLS
Nome, Alaska

SOP No. 1

DISTRICT COMMUNICATIONS

1. PURPOSE: To establish uniform procedures for district communications.
2. AUTHORITY: Superintendent or designee
3. RESPONSIBILITY: All employees
4. PROCEDURES: The following are procedures for district communications:
 - a. The Nome Public Schools' district website will be the repository of all District documents, instructions, guidelines, and procedures.
 - b. Employees are required to check their email at least once each day and immediately acknowledge receipt as appropriate. If unable to comply with an email request at the time requested, then the email recipient shall communicate such and collaboratively determine a response date.
 - c. Employees are required to respond to telephone inquiries as soon as possible, but no later than 24 hours after receipt of a telephone call.
 - d. If there is any question about whether responding to an email or phone call falls within the responsibility of an employee, the employee should immediately refer the matter to his/her supervisor.
 - e. Employees who are out of the office are required to initiate an email auto-reply offering another school district employee as a contact. They are also required to place a similar message on their telephone when out of the office; or they may forward their phone as appropriate. Communicate advanced notice of upcoming planned absences at least 2 days prior to the absence.
 - f. Create an email signature block. Contact IT for assistance.
 1. Full Name
 2. Department/Position
 3. Phone/Fax
 4. Mailing Address

5. Disclosure message (Example: *The information contained in this email (including any attachments) is confidential and may be privileged. If you are not the intended recipient, do not read, print, copy, retain, distribute, or disclose its content. If you have received this email in error, please advise us by return email.*)

REFERENCES:

BP 4119.3 – Duties of Personnel

BP 3523 – Electronic Mail

REVISION DATE: 6/3/2019

EXHIBITS: None



Nome Public Schools

TO: Nome Public Schools Board of Education
THRU: Jamie Burgess, Superintendent
FROM: Genevieve Hollins, Alaska Education & Business Services, Inc.
SUBJECT: FY2025 Expenditures: 7/01/2024 through 02/28/2025
 - All Except Special Revenue Programs -
DATE: March 6, 2025

REVENUES:

	<u>Received</u>	<u>Current Budget</u>	<u>Amount Remaining</u>	<u>% Received</u>
State of Alaska - Foundation	\$ 5,907,696	\$ 8,675,092	\$ 2,767,396	68.10%
State of Alaska - One Time	577,079	1,115,538	538,459	51.73%
State of Alaska - TRS On Behalf ¹	-	785,902	785,902	0.00%
State of Alaska - PERS On Behalf ¹	-	48,240	48,240	0.00%
City of Nome	2,057,833	3,400,000	1,342,167	60.52%
Impact Aid - U.S. Government PL-874	872	90,000	89,128	0.97%
E-Rate	1,320,899	2,641,798	1,320,899	50.00%
Earnings on Investments	168,461	200,000	31,539	84.23%
Other (Fees/Gate/Rentals/Donations)	263,514	340,000	76,486	77.50%
Transfer In From Other Funds	600,000	600,000	-	100.00%
Decrease (Increase) of Fund Balance		239,845	239,845	0.00%
Pupil Transportation (Fund 205)	315,699	560,975	245,276	56.28%
Food Service (Fund 255)	321,046	847,000	525,955	37.90%

TOTAL REVENUES	<u>\$ 11,533,100</u>	<u>\$ 19,544,390</u>	<u>\$ 8,011,290</u>	<u>59.01%</u>
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(Excluding Federal Special Revenue Programs)

EXPENDITURES:

	<u>Expended & Encumbered</u>	<u>Current Budget</u>	<u>Amount Remaining</u>	<u>% Expended</u>
General Fund (100)	\$ 9,643,872	\$ 18,136,415	\$ 8,492,543	53.17%
Pupil Transportation (205) ²	607,614	607,614	-	100.00%
Food Service Fund (255)	455,029	847,000	391,971	53.72%

TOTAL EXPENDITURES AND ENCUMBRANCES	<u>\$ 10,706,514</u>	<u>\$ 19,591,029</u>	<u>\$ 8,884,515</u>	<u>54.65%</u>
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Percentage of Revenue Budget Recvd: 59.01%
 Percentage of Budget Expended: 54.65%
 Percentage of Year Passed: 66.58%

Days of Expenditures for this Fiscal Year: 243 Days

Remaining in Fiscal Year for Expenditures: 122 Days

Checking Account Bank Balance as of February 28, 2025 - \$7,640,293
 CDs Bank Balance as of February 28, 2025 - \$2,093,236
 Northrim Checking Bank Balance as of February 28, 2025 - \$2,500



¹PERS and TRS On-Behalf Revenues (and expenses) will be recorded at year-end after receipt of State's final On-Behalf report. This is only a book entry and no funds come through the District's bank account.

²All regular route costs are encumbered for the year. Budgeting to use ~ \$43,000 of Pupil Transp Fund Balance.

Public Comment Statement

The Board of Education welcomes community member input during meetings about issues on or not on the agenda. The Board is not able to respond directly to you during Public Comment; the Board may decide at the end of the meeting during Board Member Comment to discuss your topic at a work session, regular meeting, or direct the Superintendent to look into a situation further.

The Board may not speak about subjects that are protected by legal confidentiality such as specific student discipline issues or personnel issues that could disparage or slander district employees.

The general guideline is approximately three minutes per speaker; however, additional time is allowable if needed. When you speak to the Board, please state your first and last name for the record.

SCHOOL BOARD COMMUNICATION

Title: Approval of Payroll Services Contract Addendum

Date: March 11, 2025

Administrator: Jamie Burgess, Superintendent and Genevieve Hollins, CFO

Attachments: Contract Addendum

<input checked="" type="checkbox"/>	Action Needed	<input type="checkbox"/>	For Discussion	<input type="checkbox"/>	Information	<input type="checkbox"/>	Other
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BACKGROUND INFORMATION

The administration is recommending that the contract with Alaska Education Payroll Services (AKEBS) for payroll services be extended for the 2025-2026 fiscal year. Ms. Bonnie Voves has provided excellent service over the past several years, and the cost for this contract is lower than hiring an full-time employee, which is significant consideration in our current fiscal climate.

ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of the addendum to the contract for payroll services with Alaska Education Business Services (AKEBS) for the 2025-2026 fiscal year.

Sample Motion: I move to approve the addendum to the contract for payroll services with Alaska Education Business Services (AKEBS) for the 2025-2026 fiscal year.



www.akebs.com

ADDENDUM 3 to CONTRACT No. 2023-1008

It is hereby understood that **Nome Public Schools (NPS)** has agreed to contract with **Alaska Education & Business Services, Inc. (AKEBS)** for the purpose of providing Payroll Services, as described in the Scope of Services on page 2. This is Addendum 3 to Contract 2023-1008 between NPS and AKEBS.

PERIOD OF ADDENDUM:

This Addendum shall be effective from July 1, 2025 through June 30, 2026, and may be extended for additional periods by mutual agreement of the parties.

PAYMENT:

The above-described services will be performed by AKEBS at \$70,000 per year, or approximately \$5,833.33 per month. Postage costs will be added at actual cost when payroll checks and vendor payments are mailed. Payment will be made by NPS upon receipt of monthly invoice.

Nothing contained herein is intended to establish an employee/employer relationship. No employee rights or benefits accrue as a result of performance under this MOA.

AGREED THIS ____ Day of _____, 2025.

**NOME PUBLIC SCHOOLS
JAMIE BURGESS, Superintendent
PO BOX 131
NOME, AK 99762
907.443.6191**

**Alaska Education & Business Services, Inc.
Genevieve Hollins, Vice-President
4220 Colton Dr
Carrollton, TX 75010
Alaska Business License #732107
Federal ID # 20-3944964**

SCOPE OF SERVICES

PAYROLL

Process all personnel paperwork received from HR for all employees (contracted and classified)

Process the monthly and semimonthly paychecks and direct deposits

Process the EFTPS tax payments

Process all other payroll liabilities (health insurance, life insurance, union dues, PERS/TRS)

Process monthly group term life insurance

Prepare and maintain contribution reconciliations

Perform payroll accounting functions and maintain payroll records for monthly, quarterly and annual payroll reconciliations

Respond to employees' inquiries regarding payroll

Maintain payroll records in a consistent electronic format

Process required reporting

Process quarterly 941, Unemployment reports

Process annual W2s, W3s

Respond to employee questions regarding Gaming, provide packets, obtain final paperwork for files

SCHOOL BOARD COMMUNICATION

Title: Approval of Certified Negotiated Agreement

Date: March 11, 2025

Administrator: Jamie Burgess, Superintendent

Attachments: Redline and Final Agreements

Action Needed **For Discussion** **Information** **Other**

BACKGROUND INFORMATION

Negotiations with the Nome Education Association are now complete, and the proposed agreement has been ratified by NEA members. The new contract increases salaries by 3%, 2% and 2%, gives staff members an additional step on the scale, restores the \$1000 end of lane benefit for teachers employed during FY24, institutes a Rural Stipend similar to that offered to classified staff, and makes some changes to the Extra Duty Schedules.

The administration would like to thank Ms. Korenek-Johnson, Ms. Hollins and Mrs. Mendenhall for their work as part of the NPS negotiations team over the past year.

ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of the agreement with NEA for the term of FY25 to FY27.

Sample Motion: I move to approve the agreement with NEA for the term of FY25 to FY27.

NEGOTIATED AGREEMENT

NOME PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

NOME EDUCATION ASSOCIATION

July 1, 2024 - June 30, 2027

Darlene Trigg, President
Nome Board of Education

Holly Harlow, President
Nome Education Association

Date

Date

PREAMBLE

In the spirit of cooperation, the Nome Public School District Board of Education and the teachers of the Nome Public School District enter into an agreement which recognizes that teachers, members of the Board, students and parents in the community are partners in the education of children attending Nome Public Schools.

Let it also be recognized that the Nome Public School Board, teachers, and administration will continue improving our educational system by supporting and implementing a K- 12 Curriculum aligned with the Alaska State Standards.

It is believed that a spirit of cooperation must exist on the part of the teaching staff and the Board of Education if maximum benefits are to be achieved by the children attending the Nome Public School District.

It is recognized that the families of the Nome School District students are an interested and legitimate party to the educational process of their children and that teachers will adhere to all policies which involve members of the public. The Board recognizes that in all cases, state laws and regulations as well as legal claims of individual parents, legal guardians, teachers or students will receive due process.

The Nome School Board recognizes the Nome Education Association for the duration of this contract as the bargaining agent which represents the certified teachers of the District and will do everything possible to work with the Nome Education Association to meet the local prevalent needs of the teaching staff in a spirit of cooperation which will offer ultimate educational benefits for students attending the school.

The Nome Education Association recognizes the legal powers and prerogatives of the Nome School Board as the duly elected representatives of the community served. In all matters of consideration, the educational needs of the students will be the first and foremost consideration.

This Preamble is not in and of itself grievable as a term of this agreement.

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DEFINITIONS

1. The "Superintendent" is the Superintendent of the Nome Public School District or designee, and hereinafter is referred to as the Superintendent.
2. The "Board of Education" is the school board of the Nome Public School District.
3. As used in this agreement, "teacher" and "certificated employee" are synonymous representing a person who is required by the District to hold a valid Alaska Teaching Certificate to include Type C or Type M Certificates. Principals, Superintendents, and Directors are excluded.
4. The "District" is the Nome Public School District.
5. "Association" is the Nome Education Association.
6. "Day" shall mean calendar day unless otherwise specifically stated in the agreement.
7. "School Day" shall mean a day of school according to the District's official calendar, including teacher work days and in-service days, but not including holidays or vacation days.
8. "Immediate" family (4 AAC 15.040) is defined as: husband and wife; father and son, or daughter; mother and son, or daughter; brother and sister.
9. "Extended" family is defined as: step-child, foster child, grandchild, grandparent, aunt, uncle, spouse's parents, brother/sister-in-law, nieces and nephews.
10. "Parties" shall be defined as the Nome Education Association and the Nome Board of Education.
11. "Serious Health Condition" for the purpose of this agreement shall be defined as that under provisions of the (Federal) Family and Medical Leave Act of 1993 (FMLA).

For more information on Alaska Statutes related to this negotiated agreement, go to <http://touchngo.com/https://www.akleg.gov/basis/statutes.asp>

ARTICLE I: GENERAL PROVISIONS

A. Scope of Agreement

This Agreement is the sole and complete agreement between the Board and the Association and, as such, it is understood by both parties that no further negotiations concerning this specific agreement shall take place, except by mutual consent, until after December 15 of the fiscal year in which this Agreement terminates for the purpose of negotiating a successor Agreement.

B. Conformity to Law

If any article or part of this Agreement is held to be contrary to law by a court of competent jurisdiction, or if compliance with or enforcement of any Article or part should be restrained by such court, the remainder of the Agreement shall not be affected thereby. The parties to this Agreement will meet within twenty (20) days of such holding to resolve the original intent within the parameters established by law. Any resolution agreed to by the parties will be signed and shall become addendum to this Agreement.

C. Duration

This Agreement, and each of its provisions, is binding and effective on the date of ratification by both parties and shall remain in full force **from July 1, 2024** until June 30, ~~2024~~ **2027**.

ARTICLE II: NEGOTIATIONS

A. Procedure

1. Negotiations may be requested by either party on wages, hours, and working conditions with such request being made between December 15 and January 31 of the school year during which the Agreement expires. Notice will include the requested bargaining model to be used. Said notice shall be deemed to have been given when presented in writing, postmarked with return receipt requested, or emailed by January 31 or hand delivered from the Board President or Superintendent to the Association President or from the Association President to the Board President or Superintendent. If neither party gives written notice within the period specified, the expiration date of this agreement shall automatically be extended one (1) year.

2. The first meeting shall be held within ten (10) school days after the receipt of the negotiations request at a place and time mutually acceptable by both parties. A request for an extension of up to 10 school days will not be unreasonably denied. At this first meeting ground rules will be established and if the traditional bargaining model is used, initial proposals will be exchanged. If collaborative model is selected, a list of topics to be considered will be generated by the team at the first meeting.

B. Negotiating Items

1. A minimum of three (3) and no more than five (5) designated representatives of the Board will meet with a minimum of three (3) and no more than five (5) representatives of the Association for purposes of negotiation. Neither party will attempt to exert any control over the other's selection of its representatives.

2. The negotiations will be closed unless both parties mutually agree to open the sessions. Consultants may be used as recognized experts to address a specific proposal or item under consideration by the parties.

C. Impasse Resolution

Upon written notification by either party to the other party that negotiations have terminated in a stalemate, mediation shall be conducted as provided by State Statutes.

D. Ratification

The Agreement will be ratified when a majority of both the Board and Association have voted to accept the Tentative Agreement.

ARTICLE III: SALARY COMPENSATION AND BENEFITS

A. Salary

FY24 Salary Schedule; 5% increase over FY23 Salary Schedule						
Steps	Column A	Column B	Column C	Column D	Column E	Column F
	B	B+18	B+36/M	B+54/M+18	B+72/M+36	B+90/M+54
0	53823	54390	56183	57966	60064	61965
1	55600	56184	58038	59879	62047	64009
2	57434	58039	59953	61856	64094	66122
3	59329	59954	61931	63897	66209	68304
4	61287	61933	63974	66005	68394	70558
5	63310	63977	66086	68183	70651	72887
6	65399	66088	68267	70433	72982	75291
7	67557	68269	70520	72758	75391	77777
8		70521	72847	75159	77879	80343
9		72849	75250	77639	80449	82994
10		75252	77734	80201	83103	85733
11			79677	82206	85181	87877
12			81669	84261	87311	90073
13				86368	89494	92325
14				88527	91731	94633
15					94024	96999
16						99423

FY25 Salary Schedule; 3% increase over FY24 Salary Schedule; Add Step						
Steps	Column A	Column B	Column C	Column D	Column E	Column F
	B	B+18	B+36/M	B+54/M+18	B+72/M+36	B+90/M+54
0	55438	56022	57868	59705	61866	63824
1	57268	57870	59779	61675	63908	65929
2	59157	59780	61752	63712	66017	68106
3	61109	61753	63789	65814	68195	70353
4	63126	63791	65893	67985	70446	72675
5	65209	65896	68069	70228	72771	75074
6	67361	68071	70315	72546	75171	77550
7	69584	70317	72636	74941	77653	80110
8	71880*	72637	75032	77414	80215	82753
9		75034	77508	79968	82862	85484
10		77510	80066	82607	85596	88305
11		80066*	82067	84672	87736	90513
12			84119	86789	89930	92775
13			86222*	88959	92179	95095
14				91183	94483	97472
15				93462*	96845	99909
16					99266*	102406
17						104966*

FY26 Salary Schedule; 2% increase over FY25 Salary Schedule						
Steps	Column A	Column B	Column C	Column D	Column E	Column F
	B	B+18	B+36/M	B+54/M+18	B+72/M+36	B+90/M+54
0	56546	57142	59026	60899	63103	65100
1	58413	59027	60975	62909	65187	67248
2	60340	60976	62987	64986	67337	69468
3	62331	62988	65065	67130	69559	71760
4	64388	65067	67211	69345	71855	74128
5	66513	67214	69430	71633	74226	76575
6	68708	69432	71721	73997	76675	79101
7	70975	71723	74088	76440	79206	81713

8	73317*	74089	76533	78962	81820	84408
9		76535	79058	81568	84520	87193
10		79060	81667	84259	87308	90071
11		81668*	83709	86366	89491	92324
12			85801	88525	91729	94631
13			87947*	90738	94022	96997
14				93006	96373	99421
15				95331*	98782	101907
16					101251*	104454
17						107065*

FY27 Salary Schedule; 2% increase over FY26 Salary Schedule						
Steps	Column A	Column B	Column C	Column D	Column E	Column F
	B	B+18	B+36/M	B+54/M+18	B+72/M+36	B+90/M+54
0	57677	58285	60206	62117	64365	66402
1	59582	60207	62194	64167	66490	68593
2	61547	62195	64246	66286	68684	70857
3	63578	64247	66366	68473	70950	73195
4	65676	66368	68555	70732	73292	75611
5	67844	68559	70819	73066	75710	78107
6	70082	70821	73156	75477	78208	80683
7	72395	73158	75570	77968	80790	83347
8	74784*	75571	78064	80541	83456	86097
9		78066	80639	83199	86210	88937
10		80641	83301	85944	89054	91873
11		83301*	85383	88093	91281	94170
12			87517	90295	93564	96523
13			89705*	92553	95903	98937
14				94867	98300	101410
15				97238*	100757	103945
16					103276*	106543
17						109206*

*Add \$1,000 each year to contract for end of lane. Must spend one year at the end of lane on new schedule to be eligible.

All teachers in FY2024 who were at year 2 end of lane or greater, and worked the full school year, will receive an additional credit of \$1,000 to their FY2025 contract to recognize their service in FY2024. This only applies to teachers who returned to the district in FY25.

All teachers employed as of the date of ratification of this agreement will receive one additional step on the new salary schedule.

The District shall pay a Rural Differential Stipend on May 31st for each identified fiscal year below. The District shall distribute this benefit amongst all certified staff who are employed for the entire school year. Employees who begin their employment after the first student day of school will not qualify for this stipend until the next fiscal year. Employees who work less than full-time are eligible for a pro-rated share equivalent to their Full Time Equivalency (FTE), providing they meet all other criteria. The Rural Differential Stipend payments are subject to retirement (TRS eligible) and shall count towards retirement calculations. The Rural Differential Stipend will be distributed at the rate of 1 share for each employee residing in District housing, and 2 shares for each employee residing outside of District housing. The schedule for the Rural Differential Stipend for each fiscal year is:

FY2025: \$100,000

FY2026: \$100,000

FY2027: \$100,000

The Rural Differential Stipend payments provided herein are for the term of this contract only and will not become part of the status quo in the event a successor agreement is not ratified by June 30, 2027.

FY25 contract amendments will be issued subsequent to approval of this agreement for any compensation changes due to the new salary schedule, additional step, or end of lane payments. Any increased payment amount will be distributed equally in the remaining employee paychecks for the FY25 fiscal year.

B. Placement on Scale

1. Teachers holding a Bachelors' Degree may receive up to eight years of combined in-state and out-of-state teaching experience (including international teaching in US accredited schools). Teachers holding a Master's Degree may receive up to ten years of combined in-state and out-of-state teaching experience (including international teaching in US accredited schools) on the salary scale. Step placement for out-of-state experience (including international teaching in US accredited schools) will be limited by state statute (Sec. 14.20.220.) as follows: six years for Bachelor's Degree and eight years for those holding a Master's Degree.

2. Official transcripts or certificates of attendance for CEUs will be considered for salary scale horizontal movement for the current year if received in the district office prior to October 1 and shall be retroactive to the beginning of the school year. Within ten days of receipt of the official transcripts from the teacher, the Personnel Officer will have determined his/her status. Payroll adjustments for credits submitted and approved prior to the start of the school year will be run with the September payroll. Payroll adjustments for credits submitted and approved after the beginning of the school year will not be run prior to the December payroll. Transcripts received October 2 or later will be considered for adjustment in the subsequent school year.

3. If a teacher has not received a vertical step in their initial contract and then receives an amended contract for horizontal movement, they shall be credited one vertical step so long as vertical movement in that lane is available.

4. Credits

a. Credits listed in the salary schedule are based on semester hours and Continuing Education Units (CEU) used only for Nome Public Schools (15 clock hours = 1 CEU). Any graduate credit or CEU that directly relates to one's present teaching assignment or endorsements must be reviewed and approved by the Superintendent. Any credit to attain an additional endorsement on an Alaska Teacher Certificate must be pre-approved by the Superintendent to qualify for movement on the salary schedule.

b. Credits for movement from B+36 to B+54, B+54 to B+72, and from B+72 to B+90 must be graduate-level courses or pre-approved Continuing Education Units (CEUs) that relate to the teacher's present teaching assignment or additional endorsements under Alaska Teacher Certificate.

c. In all circumstances when pre-approval or approval for credit submitted for movement on the salary schedule to the next column is not granted a written explanation will be provided to the teacher by the Superintendent.

d. Only hours earned after a teaching certificate has been earned will be considered for advancement on the salary schedule.

5. It is the responsibility of the teacher to provide the District with proof of credentials, credits and experience. Credits which the Personnel Officer deems questionable may be appealed to the Superintendent for final determination within 30 days from the Personnel Officer's decision.

C. Paycheck Deductions

Certificated personnel may have the following deducted from their payroll in addition to those deductions required by law: Association dues or fees, employee contributions to annuities, health insurance and arrearages to the retirement system for outside service. Special deductions, as agreed to by teachers and the District, may be arranged.

D. Pay Periods

Teachers shall be paid on the last business day of each month, starting in August. Teachers will be paid in 12 equal payments and shall have the option of collecting their June and July paychecks with their May paycheck. After their selection is made, it must be followed. The Superintendent may make exceptions, if circumstances demand/merit. **Any non-returning teachers will receive their final**

paycheck in May.

E. Pay Advances

All teachers new to the District may choose after eight (8) days into the school year to obtain a single pay advance on their salaries of either \$1000.00 payable through payroll deduction over three (3) months or \$2000.00 payable through payroll deduction over six (6) months. This advance shall be deducted from the teacher's first three or six paychecks of the contracted year.

F. Physical Exams

If the District requires a medical examination as a condition of employment, the District will cover the cost.

G. Term Life

The District shall provide and pay premiums for a term life insurance policy in the amount of ~~\$10,000~~ \$25,000 with accidental death and disability for each teacher. Upon the death or disability of a teacher, benefits will be paid by the insurance carrier directly to the beneficiary subject to the terms and conditions of the carrier. All benefits under this provision shall be subject to the "master contract" between the District and carrier.

H. Wellness

1. A teacher and his/her children and spouse may use the equivalent of a 90-punch pool pass per year.

2. A teacher and his/her children and spouse may use the equivalent of a 90-punch pass for the City of Nome Recreation Center each year.

3. To further promote wellness the District agrees to provide use of school gym and weight room facilities for wellness activities for certificated employees and their families. ("Families" in this section shall be defined as employee, spouse and dependents) No family member may access school facilities without the supervision of the certificated employee.

4. The activities in the schools must be pre-approved by the Site Administrator and scheduled through the appropriate person for each school.

5. The employees agree to follow the established building use procedures which include restoring the environment and securing the building, and to post a teacher use schedule in the teachers' workroom to encourage others to join in their activities.

6. The privilege may be revoked for those users not in compliance with the procedures.

I. Health Insurance

1. The District shall provide major medical, vision, audio, and dental insurance for the teacher and the teacher's spouse and dependents.

a. For certificated employees new to the district, coverage shall begin thirty-one (31) days from the first day of employment.

b. The Board reserves the right to change carriers. Any change to the current level of coverage/premiums will be addressed by a joint committee of Association members and School Board members yearly at the insurance renewal time. This committee shall consider the needs of the Association members and recommend the best plan to the Superintendent.

c. When the insurance carrier reimburses the teacher for one-way travel to obtain medical treatment, the District shall reimburse the teacher for the return airfare.

2. 85% of insurance premiums shall be paid by the District. 15% of the premiums shall be paid by the employee.

J. Mileage

Any teacher who has an assignment in the District which requires travel to more than one work site will be reimbursed at the current IRS rate per mile. This reimbursement will be restricted to travel during school hours. **Requests for mileage reimbursement must be submitted no later than June 30th of each school year.**

K. Work Year

Teachers shall serve 188 days exclusive of vacations but to include days of in-service training and legal holidays. There shall be 180 days of classroom instruction unless approved as in-service days. **Refer to 4 AAC 15.020 for teachers who work fewer than 188 days in a contract year.**

L. Classroom Safety and Discipline

1. Joint Committee. The District agrees to establish a joint committee per AS 14.23.120 to address, develop, and implement discipline and school safety policies and procedures. The committee shall be comprised of the Superintendent (or designee), Director of Special Education (or designee), a principal from both the elementary school and high school and Nome EA members who can represent the various grade levels. The committee will meet the first month of each quarter, or as needed to address additional concerns.

a. Building procedures for maintaining student discipline shall address standard methods and expectations for unusual breaches of discipline including, but not limited to, intentional physical assault and weapons possession.

b. The District shall set up procedures so that information about student behavior or discipline is collected and transferred to the receiving teacher.

2. Review. There will be annual training and review of discipline procedures at each site and members will have the opportunity to recommend adjustments to site procedures relating to safety and discipline.

3. Notice. Teachers shall be informed of assigned students who have a documented history of violent behavior that poses a threat to students and/or staff as outlined in AS 47.12.310.

M. Travel Benefit

The District agrees to reimburse each teacher each year for one ~~each round-trip~~ air fare (one-way or round trip that is not a mileage ticket) per fiscal year, ~~from duty station to Anchorage and return~~ not to exceed \$400. To receive the reimbursement the teacher must present a receipt for payment of the ticket no later than June 30th of the fiscal year. Payment will be made within thirty (30) days of receipt of request; however, payment will not be paid until the trip is complete and the teacher has returned to duty station. ~~The return fare will be forfeited by a teacher if he/she does not fulfill his/her contract.~~ Travel pay shall not be forfeited by a teacher who cannot fulfill his/her contract because of physical or mental incapacitation as certified by a physician.

N. Relocation Benefit

All newly hired full-time teachers relocating from outside of Nome will receive a \$3,000 relocation benefit which will be paid on their first regular paycheck of the year and will be subject to deductions as required by law. Teachers must have or receive an Alaska teaching certificate dated active by the first day listed on their contract to be eligible for this allowance. Exceptions may be made for teachers hired after June 30th; in these cases, payment will be made after certification is acquired. The relocation benefit may be utilized for visa costs for teachers from outside the United States under a visa program.

Any teacher who does not complete the entirety of their first contract year for any reason other than mutual termination of their contract will have 75% of the relocation amount deducted from their final paycheck. Any teacher who does not return for a second year for any reason (retirement, resignation, non-renewal, etc.) will have 50% of the agreement amount deducted from their final paycheck.

O. Compensation Due to Staffing Issues

The district retains, as a management right, the authority to provide supplemental income to employees in specific positions, schools, programs, or types of classrooms that the District has identified as facing staffing issues. The supplemental income

will be provided in a format identified by the District, which may include lump sum signing bonuses (not subject to retirement contributions), lump sum recruitment and retention bonuses (not subject to retirement contributions), a wage supplement as a percentage increase over the employee’s annual salary, or any other format for the income.

ARTICLE IV. EXTRA DUTY COMPENSATION

A. Coaching Salaries

Coaching Salary Schedule 2023-2024

Sport	Weeks	Compensation
Varsity Basketball	16.5	\$5940
Assistant Basketball	16.5	\$3135
Varsity Cheerleading	16.5	\$5940
Assistant Cheerleading	16.5	\$3135
Varsity Volleyball	14.5	\$5220
Assistant Volleyball	14.5	\$2775
Varsity Wrestling	11.5	\$4140
Assistant Wrestling	11.5	\$2185
Varsity Cross Country	10.5	\$3780
Assistant Cross Country	10.5	\$1995
E-Sports/ per season	9.5	\$1800
Cross-Country Skiing		\$2500
MS Volleyball		\$2050 \$2300
MS Wrestling		\$2050 \$2300
MS Basketball		\$2050 \$2300
MS Cheerleading		\$2050 \$2300
Native Youth Olympics		\$2050 \$2300
Activities Director		\$8500 \$11500

*Any returning coaching position from FY23 that is above the listed pay scale would be grandfathered in with no further increase in pay.

1. Varsity and assistant varsity basketball, wrestling, volleyball and cross-country coach salaries are calculated based on the ASAA length of season.

2. Coaches will be paid with the next regular payroll that occurs at least two weeks after the end of their season, pending completion of all duties.
3. On the above scale, cross-country is one salary for both boys and girls. Under basketball, these salaries will be paid each for boys and girls.
4. Two people may share a duty providing there are more than 30 students participating in that activity and each person will receive a full stipend provided there is no assistant coach already listed on the schedule. If there are less than 30 they may share the duty but one salary will be paid and shared.
5. During weekends when teams are visiting Nome and the Activities Director is unavailable due to District business, a substitute Activities Director will be hired at the rate of ~~\$150~~\$250/weekend. Duties and pay may be split between two individuals, and the total pay may be raised as high as ~~\$250~~ \$350 during weekends involving more than one visiting team. Use of substitute Activities Directors on more than five weekends during the school year will require the pre-approval of the Superintendent, and will result in an off-setting reduction in the Activities Director's Extra Duty compensation contract.
6. The District and Association will develop job descriptions, recruiting and posting procedures and evaluations tools for the Activities Director and coaching positions. The District will also develop a handbook for coaches outlining the expectations and procedures for those positions.
7. Coaching and extra-curricular contracts will be signed by the Superintendent, and administrative and coaching parties. Coaching contracts will be signed no later than two (2) weeks prior to the season or before the first day of practice if the position has not been filled prior to the season starting. Extra-curricular contracts will be signed within the first three (3) weeks of the school year. **No work on a coaching position shall commence until the employee has received a signed extra duty contract.**
8. Preference will be given to qualified Nome Public School teachers before any coaching job is open to the public.
 - a. Coaches will not be assigned other extra duties during their season.
 - b. The Band/Choir Director will not be assigned extra duties other than band during basketball season.
9. A list of mutually agreeable duties and responsibilities will be included in each contract.

B. Other Activities Salaries

Other Activities Salaries 2023-2024

Skills USA VICA	\$1750
Band/Choir Director	\$2500 \$1500
Pep Band Director	\$1000
Freshman Class Advisor	\$600 \$500
Sophomore Class Advisor	\$850 \$500
Junior Class Advisor	2 @\$1450 \$1,500
Senior Class Advisor	2 @1250 \$1,400
Pep/Spirit Club Advisor	\$1050 \$1,000
HS Student Council Advisor	\$1250 \$1,150
MS Student Council Advisor/ACSA House Advisor	\$1,000 \$1,150
Drama Club Advisor	\$1050 \$1,500
Educators Rising	\$1,750
Washington DC Trip Organizer (Beltz/ACSA)	\$2,500/\$1,000
Yearbook Advisor	\$1250
Student Newspaper	\$1050 \$1,000
National Honor Society Advisor	\$1050 \$1,000
Nome Native Youth Leadership Advisor (NNYLO)	\$1750 \$1500
Battle of the Books (per site)	3 @ \$350
Spelling Bee Coordinator (Districtwide)	\$350
Spelling Bee Sponsors (Site Level)	3 @ \$350
Teacher Mentor (per mentee)	\$625
Elementary Student Council Advisor	\$750

1. Payment will be made at the end of the school year when all responsibilities have been fulfilled.
2. No work on an activities position shall commence until the employee has received a signed extra duty contract.
3. In the event a new activity is added, the teacher, the building administrator and the Superintendent will mutually agree upon the salary until such time that it is renegotiated when the new master contract is negotiated.
4. The District and Association will develop job descriptions, recruiting and posting procedures and evaluations tools for activities positions. The District will also develop a handbook for activity advisors outlining the expectations and procedures for those positions.
5. Two people may share a duty providing there are more than 30 students participating in that activity and each person will receive a full stipend provided there is no assistant advisor already listed on the schedule. If there are less than 30 they may share the duty but one salary will be paid and shared.

ARTICLE V: ASSOCIATION RIGHTS

A. Employment Information

1. Upon written request, the District will supply the Association with appropriate (i.e., non-confidential) information concerning financial and teacher-related statistics that are available and can be reproduced, that would assist the Association in the collective bargaining process and in the processing of grievances. This provision does not require the District to summarize, recreate, or restructure the information in a special format.
2. The President will be provided with a school board packet prior to each school board meeting.
3. Within five workdays the District will notify the Association of all new teachers, and of those hired or dismissed that take effect during the current school year.

B. Use of School Facilities

The Association may have the privilege to use school meeting facilities and office equipment, including computers, typewriters, and other duplicating equipment, at reasonable times (e.g., outside the work day-and lunch.) which do not interfere with primary job responsibilities when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all charges to the District of materials and supplies incident to such use. The administrator of the building in question will approve in advance of the time and place of all meetings. The Association shall be permitted to post notices and other materials in a place provided for such purposes in

school facilities.

C. Dues, Deductions, and Continuing Membership

1. The district shall deduct Association dues in ~~nine (9)~~ monthly installments ~~from September to May~~ **beginning in October** from the payroll of any certified staff upon written request of the employee.

2. Upon submission of an initial payroll deduction authorization form, payroll deductions of dues shall continue from year-to year unless the teacher terminates or notifies the Association of a change in membership status prior to September ~~15~~ **30**. The Association President shall inform the District in writing by September ~~15~~ **30** of each year of the amount of annual dues to be deducted. The District office will send a notice of planned payroll deductions before ~~September 30~~ **October 15**.

3. The District shall forward all dues collected, a list of teachers and the amount of their deductions, to NEA-Alaska each month.

D. Committees

The Association may appoint a representative to all district committees which require teacher participation.

E. Association Leave

The District shall provide (15) days of Association leave with pay per school year. The Association will be allowed five (5) additional days of Association leave if the Association pays the cost of substitute teachers. Association leave will be used at the discretion of the Association. In a negotiating year, additional days may be provided by mutual consent between the District and the Association. A maximum of four (4) teachers may be on Association leave at the same time with a maximum of three (3) from any one site.

ARTICLE VI: TEACHER RIGHTS

A. Student Teachers

A student teacher from any college or university will not be assigned to a teacher without the consent of said teacher.

B. Personnel files

1. All materials placed in the teacher's permanent file and originating within the District shall be available to the teacher for inspection upon request during regular working hours of the School District and under the supervision of the Superintendent or designee. A teacher may be accompanied by any person or persons to review the personnel file at the teacher's request. The personnel file maintained by the central

office of the District shall be the only official depository of information relating to a teacher's employment. See BP 3580 and BP 3522.

2. Material originating within the District, which is derogatory to a teacher's conduct, service, character, competence or personality shall not be placed in a teacher's file unless the teacher has had an opportunity to read the material. The teacher shall acknowledge that he/she has read such material by affixing his/her signature on the actual copy to be filed. Such signature does not necessarily indicate agreement with the content of such material.

- a. The teacher shall have the right to respond to any derogatory material filed within 10 working days, and this response shall be attached to the file copy. Derogatory material which a teacher has not been given an opportunity to review shall not be used in any proceeding against him/her.
- b. All references and information originating outside the District, on the basis of confidentiality, and information obtained within the District in the process of evaluating the teacher for initial employment shall not be subject to this provision.
- c. Derogatory material found to be untrue, through the grievance procedure, shall be destroyed.

3. Evaluation documents pertaining to the evaluation process of teacher performance and character, written by a District administrator, shall be signed by both administrator and teacher prior to becoming a permanent part of the teacher's personnel file. Such signature does not necessarily indicate agreement with the content of such material. No such items shall be removed without written notification to the teacher and with his/her written consent.

4. The District, upon written request of the teacher, will forward all or part of the teacher's file to a placement bureau of the teacher's choice.

C. Evaluations

The Nome School District Evaluation Forms shall comply with all applicable laws and regulations. Proposals for and modifications to the processes and forms shall be reviewed by a joint committee composed of three Association members and three Administrators. Proposals and recommendations of the joint committee shall be reviewed by the Board. Either group may also offer its recommendations to the Board independently.

D. Work Day

The teacher workday shall be seven and one-half (7 1/2) hours exclusive of a thirty (30) minute duty free lunch.

E. Preparation Time

1. High School, Middle School, and Elementary teachers shall be provided not less than one fifty (50) minute uninterrupted period during the school day, excluding in-service days, for planning or classroom preparation. On minimum days that are designated for staff training or collaboration the prep time will be reduced to one thirty minute (30 min) uninterrupted period during the school day (not including elementary specials). Scheduled meetings will take place outside the preparation time unless mutually agreed by all involved.

2. IEP meetings will be held during the contractual day unless the parent(s) or guardian(s) are unable to participate at that time. By law, at least one regular education teacher is required to attend the IEP. The regular education teacher need not participate in all IEP Team decisions or the entire meeting; the extent of the regular education teacher's participation will depend on the child's needs and the purpose of the meeting. In some cases, parents may request that all teachers working with their child attend the meeting in its entirety. All members of the IEP team shall collaborate in scheduling of meetings.

3. A written master schedule indicating each teacher's preparation time shall be distributed to each teacher on the first day of each semester.

4. At the Elementary School no more than 25 preparation time periods per school year may be used for the purpose of extended time for staff meetings outside of the weekly minimum day. No more than 1 per week can be scheduled. Whenever possible, three (3) working day advanced notice of needed preparation time for said meeting will occur. These meetings shall be limited to fifty minutes in duration, not to exceed the contract day, and shall be for the purposes of staff discussions, problem solving, decision making, or State Assessment training.

5. Certified staff who volunteer during their prep period to substitute for any unfilled position outside of their assigned duty will be paid at the amount outlined in the annual substitute memo but not less than \$50/period.

ARTICLE VII: HIRING PRACTICES

A. Automatic Rehiring

All tenured teachers shall be automatically rehired each year if not notified of dismissal or non-retention by May 15. All non-tenured teachers shall be automatically rehired if not notified of dismissal or non-retention by the last day of the school term. (AS Sec. 14.20.140)

B. Individual Teacher's Contract

1. The individual teacher's contract shall be issued to returning tenured teachers between February 15 and March 16 unless a decision on non-retention pursuant to AS

14.20.140a has not yet been made and to non-tenured by the last day of the school term.

- a) Tenured teachers shall have 30 days upon receipt to return their signed contract.
- b) Pursuant to BP 4117.2, teachers who have signed their returning contract have until June 30th to request a release of contract/resignation from the District.

2. A teacher's anticipated teaching assignment shall be stated on his/her contract.

C. Transfer

1. Voluntary request for transfer:

Certificated staff wishing to transfer to another assignment for which they are certified, whether a vacancy exists or not, must notify the District in writing no later than March 1 of each year. The District will provide teachers with a Teacher Transfer Request Form for teachers who wish to move to another position, should the position become vacant.

The District will give objective consideration to the reasons (skills, experience, interests, etc.) given for the transfer request. However, the District will make the final decision on teacher placement for the next year.

By the last day of the school year, each certificated employee will notify the Superintendent's office in writing of his or her summer address. On September 1 of each year, all previously received written transfer requests shall be voided, and the teacher who so desires may submit another written request.

Certificated staff of the district will be notified by job posting of teaching vacancies for the next school year until June 1. After June 1, if a vacancy occurs, the District will make a reasonable attempt to notify teachers who have requested such a transfer, and are qualified for the job opening. Reasonable notification will include a minimum of four (4) contacts over a five (5) day period with a combination of phone calls, text messages, and/or emails made to the teacher's summer contact information. It is the responsibility of the teacher to maintain contact with the District during the summer.

2. Involuntary transfer:

a. When a transfer becomes necessary, voluntary requests for transfer shall be considered first. If no satisfactory voluntary requests are submitted, the following procedure will be used.

b. Notice of an involuntary transfer for the coming school year shall be given to teachers as soon as possible and no later than May 1st. If because of unforeseen circumstances such as changes in enrollment, resignations or an emergency staffing need, an involuntary transfer becomes necessary after May 1st, the

Superintendent shall make a determination based on a recommendation from the Principal. If a teacher is to be involuntarily transferred, the teacher's area of

competence, major and/or minor field of study, and length of continuous service in the District must be considered.

c. An involuntary transfer will be made only after notification in writing and/or email from the Superintendent of reasons for transfer. After such notification and before the transfer is effective, the Superintendent shall meet with the teacher upon his/her request, at which time the teacher may request the reasons for transfer be placed in the personnel file.

d. The current list of open positions in the District will be made available to teachers being involuntarily transferred. Said teachers may request that they be considered for positions for which they are qualified, ranking same in the order of their preference.

e. In the event that the teacher is involuntarily transferred after August 1st, the teacher, upon request, shall be granted compensation of two (2) days, at their daily rate, prior to student contact or three (3) days administrative leave after the first day of student contact, to be used by the end of the quarter of transfer date. Administrative leave days will be coordinated with the administrator and teacher. The supervisor shall take the transfer into consideration when conducting the teacher's performance evaluations.

D. Part-Time Employment

1. Positions less than full-time will be determined if needed or necessary by the Superintendent. Part-time teaching requests will be considered on a case-by-case basis and as allowed by District policy.

2. Part-time is defined as less than 7.5 hours/day regular teaching assignment.

3. Teaching salary for less than full-time teaching shall be prorated to reflect the fraction of the teacher's correct placement on the salary schedule had they taught a full contract.

4. Sick and personal leave shall accrue on a prorated basis from the full contract year.

5. Part-time employees working a 50% or more contract are eligible for health insurance. The employee will pay a pro-rated percentage of the District's share (based on their percentage of full-time teaching) in addition to the employee's share of the cost of health insurance. Employee may waive coverage if they have access to other coverage. **Life insurance coverage may be dependent upon the District's group plan limitations.**

6. Tenure and placement on the salary scale for less than full-time teachers shall accrue at a prorated rate based on the full-time contract terms. For example, an employee

must work two years on a half-time contract to qualify for one step increase. (Note: half time teaching contract counts toward tenure as long as contract is for a full year.)

7. Uninterrupted preparation time for less than full-time teachers shall equal no less than the prorated equivalent for full-time teachers.

ARTICLE VIII: DISCIPLINE, SUSPENSION, DISMISSAL, NON-RETENTION, REDUCTION-IN-FORCE AND HEARINGS

A. Just Cause

No teacher shall be disciplined, reprimanded, reduced in rank or compensation, demoted, or otherwise deprived of professional advantage without just cause.

B. Suspension

A teacher may be suspended temporarily, in accordance with AS 14.20.170(b), with regular compensation during a period of investigation to determine whether or not cause exists for the issuance of a notification of dismissal according to AS 14.20.180.

C. Dismissal

A teacher, including a teacher who has acquired tenure rights, may be dismissed at any time only for the causes listed in AS 14.20.170(a).

D. Non-Retention

1. A teacher, who has acquired tenure rights, may be non-retained only for the causes found in AS 14.20.175(b)

2. A teacher who has not acquired tenure rights may be non-retained as provided in AS 14.20.175(a).

E. Dismissal/Non-Retention Hearing Procedure.

1. The District's statement of dismissal/non-retention to the teacher shall be sent to tenured teachers by May 15 and non-tenured by the end of the school year

2. The District's statement on non-retention or dismissal of a tenured teacher shall be in writing and include a statement of cause, a complete bill of particulars, and a statement advising the teacher of his or her right to a hearing.

3. Within fifteen (15) days of receipt of such notification, the teacher may request, in writing, a hearing before the Board, pursuant to Level 3 of the Grievance Procedure.

F. Reduction in Force

1. A teacher may be placed in layoff status due to reduction in staff as described in AS 14.20.177.

- a. If two or more teachers have the same type of certification, the teacher with the least District teaching experience shall be placed on layoff status first.
2. If a teacher has been placed on layoff status, said teacher is entitled to a hiring preference, for a period of three years after layoff. The hiring preference applies only to vacant teaching positions for which the teacher is qualified under AS 14.20.177(d)
3. If offered a teaching position, the teacher must accept in accordance with AS 14.20.177(e).
4. Layoff status does not constitute a break in service for retaining tenure rights and accrued sick leave.

ARTICLE IX: LEAVES

A. Sick Leave

1. All regularly contracted teachers shall accrue sick leave at the rate of one and one-third days for each calendar month or major portion of each calendar month of actual service. Leave for regularly contracted part-time teachers will be prorated.
2. As of May 1st, Tier III Defined Contribution teachers who have used less than **5** days of sick leave during the school year, may request to cash out a maximum of **3** days of sick leave. Request must be submitted in writing to Payroll no later than May 15th and will be paid prior to June 30th at 100% of teacher's per diem rate. Staff must notify the district office no later than May 1st of the current school year of their intent to cash out sick days. The cashed out leave will be deducted from the teacher's current school year sick leave balance.

If over the course of this Negotiated Agreement, the State of Alaska changes the law regarding Tier III retirement which adds value to the member's contribution, the District is under no obligation to continue the cash out.

3. Except as noted in #2, no cash settlement, upon termination of employment, shall be made for unused sick leave.
4. In case of a serious health condition, the teacher's position shall be held open for either the duration of the teacher's accumulated sick leave, including any such sick leave bank days as may be available, or through the conclusion of the semester during which his/her paid leave is exhausted, whichever occurs later. Nothing prevents the District from hiring a temporary teacher while the regular teacher is on leave.
 - a. In the event that the teacher's serious health condition extends beyond the limits established in "a" above, the teacher, upon request, will be placed on unpaid leave of absence for up to one year. The duration of the leave may be for one semester

if the teacher will be fit to return to work prior to or by the start of the next semester, or for a full year if the teacher will be fit to return after the start of the next semester.

b. The District may request verification by the teacher's doctor of the expected duration of the illness.

c. A teacher utilizing his/her right to the leave of absence found in "b" above will be reassigned to a position based upon vacancies existing at the beginning of the semester the teacher returns, and the teacher's qualifications.

5. Sick leave shall be granted to teachers who find it necessary to be with a sick dependent or spouse. If the teacher's absence exceeds three (3) consecutive days, a physician's statement may be required. Use of leave under this provision shall be charged against the accrued sick leave of the teacher.

6. At the beginning of each contract year, teachers shall be pre credited with the anticipated number of sick leave days to be accrued during the contract year. Should the teacher use more days during the work year than are actually accrued, the excess shall be deducted from the teacher's paycheck. If a teacher does not complete the contract year, accrued sick leave and final pay will be adjusted accordingly.

7. Teachers shall be allowed use of sick leave to travel to the doctor or dentist of their choice.

B. Sick Leave Bank

1. The Alaska State Legislature has provided for the establishment of Teacher Sick Leave Bank.

2. Initial membership in the Bank shall be established by an initial investment of one day.

3. Days shall be invested on a non-refundable basis by voluntary action of any teacher covered by this agreement who wishes to participate in the sick leave bank.

4. Deadline for admission into the Bank shall be the 30th of September or thirty (30) days after the date of hire, whichever is later.

5. When the accumulated balance of days in the Bank falls below a figure equal to half the number of participants in the bank, each member shall automatically donate an additional day.

6. A participant in the bank shall be eligible to apply for leave from the Bank of up to twenty-four (24) days or twice the number of days of sick leave the teacher has

accumulated at the beginning of the school year, whichever is greater. Individual sick leave must be depleted prior to using leave from the Sick Leave Bank.

7. A committee of the Nome EA and representatives of the District shall administer the bank.

8. Eligibility for withdrawal of days from the bank and procedures not outlined herein shall be determined by the governing committee. Applications to withdraw days shall be submitted through the Sick Leave Bank Committee no later than 10 days after returning to work.

9. Membership in the bank shall be continuous after initial enrollment provided that following any school year membership may be withdrawn prior to the September 30 deadline. Membership in the bank will terminate upon a member leaving the employment of the District.

10. In cases where a teacher is unable to meet required donations (as #5 above) the governing committee may waive this requirement.

C. Emergency and Bereavement Leave

1. Death or serious illness in the immediate or extended family shall entitle the teacher up to seven (7) accrued sick leave days.

2. It shall further be provided that if the circumstances of death or serious illness in the immediate or extended family requires travel outside the City of Nome, two additional days shall be allowed.

D. Personal Leave

1. **At the beginning of each contract year, teachers shall be pre-credited with four (4) personal days per contract year.** ~~Personal leave with full pay shall be accrued at the rate of four (4) days per year, with the second working day of each year set as the accrual date for that school year. If a teacher does not work a full contract year, personal leave and final pay will be adjusted based on contract days worked. Unused personal leave accrues from year to year to a maximum of eight (8) days.~~ Unused personal leave exceeding five (5) days will be bought back at 100% of the per diem rate at the end of the school year. Upon retirement, resignation or death the District shall buy back the teacher's unused personal leave at 100% of their per diem rate.

2. Except in emergencies a teacher shall give at least twenty-four (24) hours advance notice to the immediate supervisor of his/her intention to be absent for personal leave. Personal leave will be limited to two (2) teachers at each site, before or after legal holidays, vacations, or for the first or last day of the school year. A maximum of four (4) teachers at each site (High School and Elementary School) may be on leave on the same school day at the time the personal leave is requested.

3. No teacher shall be granted personal leave before or after legal holidays, vacations, or for the first and last of the school year for two years in a row so that others may access this opportunity.

E. Maternity, Paternity, and Adoptive Leave

1. Maternity, paternity and adoptive leave shall comply with Family Leave Acts, AFLA and FMLA. Accrued sick and personal leave may be used to cover AFLA and FMLA absences.

2. A teacher requesting a leave of absence for maternity or adoption shall make the request consistent with the procedures outlined below:

a. Request for maternity leave or adoptive leave shall be made in writing to the Superintendent of Schools.

b. In order to facilitate selection of a replacement, request for a maternity leave shall be in the Superintendent's office as soon as possible and not later than three (3) months prior to the effective date of the leave.

c. Notification of intent to adopt a child shall be in writing to the Superintendent as early as possible prior to the expected date of adoption.

d. No sick leave benefits shall accrue to the employee on maternity or adoptive leave after the effective date of an unpaid leave of absence.

e. Position on salary schedule shall be maintained. If a teacher on leave has 140 or more days of paid service in a school year, one year of service shall be credited for vertical movement on the salary schedule if a step exists for the teacher on the scale. (4 AAC15.020)

f. Maternity or adoptive leave absence shall comply with Family Medical Leave Acts; AFLA & FMLA.

g. Accumulated sick leave may be used for absence due to pregnancy or adoption.

3. Paternity leave shall comply with Family Medical Leave Acts; AFLA & FMLA chargeable to accrued sick leave, shall be available to a maximum of five (5) days.

F. Professional Association Officer Leave

A leave of absence shall be granted to any teacher for the purpose of serving as a full-time or part-time officer of NEA-Alaska. This leave entitles the teacher to a normal salary increment upon return from their leave of absence. Notice of intent to use this leave must be given by April 1 of the year preceding the leave.

G. Unpaid Leave of Absence

1. Any teacher, may, upon proper application to the Superintendent and approval of the Board, be granted a leave of absence. Leaves of absence may be granted only to employees who have completed three (3) years of service in the District.
2. Members of the teaching staff, when granted leaves of absence, will not be guaranteed immediate employment upon their return unless they return to duty on the first day of the school year, and notification of such return has been given the Superintendent, in writing, by March 1 of the preceding year.
3. If possible, the returning teacher will be returned to the same assignment or an assignment that is agreeable to the teacher. If not, the ultimate assignment shall be based upon vacancies existing at the beginning of the employing school year and the employee's qualifications.
4. Not more than two (2) persons shall be granted leave of absence each year.

H. Sabbatical Leave

1. Eligibility
 - a. A teacher must have served not less than seven (7) consecutive years in the District.
 - b. The teacher must be recommended by the Superintendent.
 - c. The proposed program of study for the year of sabbatical leave must be educationally beneficial to the District.
 - d. The teacher must agree to return to educational work in the District for one full school year following the leave.
 - e. No more than two (2) teachers may be on District sabbatical leave in any one (1) year.
 - f. The District will not grant financial support should the applicant also receive a fully funded state sabbatical leave.
2. Application Procedure
 - a. The teacher must submit an application for sabbatical leave to the Superintendent no later than January 15.
 - b. A detailed plan of proposed professional study while enrolled in an accredited college or university must also be submitted with the application.

- c. The teacher must submit a written recommendation from his/her principal.
- d. The successful applicant must sign a contract which will set forth the terms and conditions of the sabbatical.

3. Benefits: When on District sabbatical, the successful applicant will receive a salary in the amount of one-third of the applicant's contracted salary for the last year prior to the sabbatical. Should the applicant not return, except for medical reasons, to teach a full school year after the sabbatical, he/she must reimburse the District. Salary will be paid to comply with established payroll procedures.

4. The sabbatical leave does not constitute a break in service for sick leave, tenure, and retirement purposes.

5. The teacher on sabbatical leave will furnish proof of full-time enrollment each semester or quarter of the school year.

6. Teachers who have received a sabbatical will not be eligible for a second sabbatical until they have rendered seven consecutive additional years of service.

I. Legal Leave

1. If a teacher misses work because of jury duty, or if a teacher is required by subpoena to give testimony before a judicial tribunal in a proceeding in which the teacher is not a party (i.e., plaintiff, defendant, etc.), the teacher shall be paid his/her normal compensation for any periods of work so missed. Jury duty checks or any financial pay by the court system shall be endorsed over to the District.

2. No teacher is entitled to leave with pay under this section in a situation where the teacher is involved in personal litigation. This exception does not apply if a teacher is sued for acts occurring within the scope of his/her employment.

J. Professional Leave

With the Superintendent's approval, staff may take up to three (3) days to attend a professional conference or to chaperone district students to non-school sponsored competitions or conferences at their own expense. Since these events are not sponsored by the District, no district liability will be incurred and no district forms shall be used.

K. Special Education

In addition to contractually provided planning time, special education professional educators required to conference with parents and write IEPs shall be provided two (2) days per semester per year of released time, for paperwork responsibilities. Leave may be taken in half day increments. Special education professionals shall give at least twenty-four (24) hours of written advance notice to the immediate supervisor of

his/her intention to be absent for leave. Leave days are subject to Administrator approval.

ARTICLE X: GRIEVANCE PROCEDURE

A. Purpose

The purpose of this procedure is to secure, at the lowest possible level, an equitable solution to a grievance which may arise affecting the grievant. Both parties agree that all grievance proceedings shall be closed unless otherwise requested by the teacher. Both parties agree that all parties to a disagreement will attempt initially to solve the problems at the lowest possible administrative level through first and informal communication.

B. Definitions

1. Grievant: shall mean a teacher, group of teachers, or the Association, making the claim.
2. Grievance: shall mean any claim by a grievant that there has been a violation, misinterpretation or misapplication of the terms of this Agreement.
3. Grievance Committee: shall mean a duly constituted committee of the Association.

C. General Conditions

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered a maximum, and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement. If the person(s) designated to hear the grievance is out of town at the time of filing or appeal, the time limit shall start on the date of their return.
2. In the event a grievance is filed which might not be resolved within the time schedule established for grievance procedures before the end of the school year, and that act could result in irreparable harm to a party in interest, the time limits set forth herein will be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as practicable.
3. Prior to initiating a grievance, the grievant will meet with the other party of the disagreement to discuss the matter in an attempt to resolve the conflict.
4. A record shall be kept of each session, approved by both parties, and a copy made available to both parties. A written grievance must be filed within thirty (30) school days of the grievant's knowledge of the occurrence or nonoccurrence of the act(s) or actions upon which the grievance is based. The grievant or his/her representative

shall inform the administrator or the lowest administrative authority capable of resolving the grievance, that a grievance is being initiated.

5. If, in the judgment of the Grievance Committee, a grievance affects a group of teachers, the Grievance Committee may submit such grievance in writing at Level Two and process it through the remaining levels.

6. Decisions rendered at all levels of the grievance procedure will be in writing, setting forth the decision and the reasons therefore, and will be transmitted promptly to all parties in interest and to the Chairperson of the Grievance Committee.

7. To facilitate operation of the grievance procedure, necessary forms for filing, for serving notices, for making appeals, for making reports and recommendations, and other necessary documents will be prepared jointly and distributed by the Board.

8. The parties agree to make available to each other all pertinent non-confidential information in their possession, which is relevant to the issue(s) raised by the grievance.

9. When it is necessary at any level beyond Level One for a grievant or representative designated by the Association, to attend a meeting or a hearing during the school day, the Superintendent shall notify such parties in interest, and they shall be released without loss of pay for such time as their attendance is required at such meetings or hearings.

10. The administration and Board may be represented by a person of their choosing at all levels of the Grievance Procedure.

D. Procedure

1. Level One

a. A grievant may initiate the procedure by filing a written statement of grievance with the immediate supervisor concerned. The date of this action shall be the filing date.

b. The immediate supervisor shall meet with the grievant and anyone accompanying the grievant within seven (7) days of the filing date. This meeting time shall be set by mutual agreement.

c. A representative of the Association and any other person may accompany the grievant at the Level One meeting. The association representative or other person may speak on behalf of the grievant if requested to do so by the grievant.

d. The immediate supervisor shall render his/her decision, in writing, within four (4) days of the Level One meeting.

e. In the event that the immediate supervisor is the Superintendent, the grievance shall be processed according to Level Two procedures.

2. Level Two

a. If the grievant is not satisfied with the disposition of the grievance at Level One or in the event that he/she does not receive notice of its disposition within four (4) days at Level One, he/she may appeal, within fourteen (14) days of the Level One hearing, to the Superintendent.

b. The Superintendent shall, within seven (7) days, contact the parties in interest to establish a time mutually acceptable to the Association and the District for the Level Two hearing. Such hearing shall be held within seven (7) days of the receipt of the notice.

c. The Superintendent shall give a written decision on the grievance within seven (7) days after the hearing.

d. The grievant shall file the grievance in writing with the Grievance Committee at this level of the grievance. The Chairperson of the Grievance Committee, or his/her designee, shall attend all hearings and receive a copy of the written decision.

3. Level Three

a. In the event that the grievant is not satisfied with the disposition of his/her grievance at Level Two, or in the event that he/she did not receive notice of its disposition within seven (7) days in Level Two, the grievant may request the Grievance Committee to appeal the grievance in writing to the Chairman of the Board of Education or his/her designee(s). Such appeal must be within fourteen (14) days of the Level Two hearing.

b. The Board shall meet with the grievant and representative of the Association within seven (7) days.

c. The Board shall render to the teacher a written decision of the grievance within seven (7) days of the hearing and a copy of such decision shall be forwarded immediately to the Chairperson of the Grievance Committee, the Grievant, and the Superintendent.

4. Level Four

a. In the event that the grievant is not satisfied with the disposition of his/her grievance at Level Three, or in the event that he/she does not receive notice of its disposition within seven (7) days of the hearing at Level Three, the Association may request Arbitration within fourteen (14) days of the Level Three hearing.

b. Within seven (7) days of receipt of a request for arbitration the Association and District shall request the American Arbitration Association to submit a list of seven (7) arbitrators. As soon as the list has been received, the parties or their designated representatives shall determine, by coin toss, the order of elimination, and thereafter, each shall, in that order, alternately strike a name from the list, and the seventh (7th) and remaining name shall act as the arbitrator. In the event that the selected arbitrator cannot serve, the last person eliminated shall be asked to serve as arbitrator. The arbitrator shall schedule a hearing on the grievance and after hearing such evidence as the parties' desire to present, shall render a written decision within 45 days.

c. The arbitrator's decision shall set forth its findings of fact, reasoning and decision on the issues submitted. The arbitrator's decision shall be final and binding upon both parties. The decision shall be forwarded immediately to the Board, the grievant, the Association and the Superintendent.

d. The Rules and Procedures of the American Arbitration Association are incorporated into the Agreement by reference.

e. No party shall be entitled to arbitration until the party has completed all the levels herein above set forth in this Article.

f. Expenses incurred by the Arbitrator shall be borne equally by the Board and the Association.

E. Rights of Teachers to Participate

1. No reprisals of any kind shall be taken by the Board or any member of the administration against any party in interest, any member of the Grievance Committee, or any participant in the grievance procedure.

2. Any party in interest may be represented at all stages of the grievance procedure by an Association representative of his/her choosing.

3. At any level, the grievant may present appropriate witnesses and/or documents and have access to counsel. No grievant will be required to discuss any grievance if the Association representative is not present.

ARTICLE XI: IN-SERVICE

A. In-service days and/or time shall be provided for staff development. The Association will have input in planning and implementing in-service days.

B. The District shall work with the Association in planning and implementing professional development in line with District goals.

C. The District will make every effort to provide continuing education opportunities.

ARTICLE XII: TEACHER MENTOR

The District will provide a Teacher Mentor to new staff for one (1) year. An extra duty contract will be provided with defined roles and responsibilities. Administration will make assignments based on grade level, content area, and other considerations. Teacher Mentors will be assigned no more than two (2) mentees per year. **Mentors must prepare a report from a district-provided template of their activities each semester with their mentees and submit to their site principal prior to payment of the extra duty contract.**

NEGOTIATED AGREEMENT

NOME PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

NOME EDUCATION ASSOCIATION

July 1, 2024 - June 30, 2027

Darlene Trigg, President
Nome Board of Education

Holly Harlow, President
Nome Education Association

Date

Date

PREAMBLE

In the spirit of cooperation, the Nome Public School District Board of Education and the teachers of the Nome Public School District enter into an agreement which recognizes that teachers, members of the Board, students and parents in the community are partners in the education of children attending Nome Public Schools.

Let it also be recognized that the Nome Public School Board, teachers, and administration will continue improving our educational system by supporting and implementing a K- 12 Curriculum aligned with the Alaska State Standards.

It is believed that a spirit of cooperation must exist on the part of the teaching staff and the Board of Education if maximum benefits are to be achieved by the children attending the Nome Public School District.

It is recognized that the families of the Nome School District students are an interested and legitimate party to the educational process of their children and that teachers will adhere to all policies which involve members of the public. The Board recognizes that in all cases, state laws and regulations as well as legal claims of individual parents, legal guardians, teachers or students will receive due process.

The Nome School Board recognizes the Nome Education Association for the duration of this contract as the bargaining agent which represents the certified teachers of the District and will do everything possible to work with the Nome Education Association to meet the local prevalent needs of the teaching staff in a spirit of cooperation which will offer ultimate educational benefits for students attending the school.

The Nome Education Association recognizes the legal powers and prerogatives of the Nome School Board as the duly elected representatives of the community served. In all matters of consideration, the educational needs of the students will be the first and foremost consideration.

This Preamble is not in and of itself grievable as a term of this agreement.

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DEFINITIONS

1. The "Superintendent" is the Superintendent of the Nome Public School District or designee, and hereinafter is referred to as the Superintendent.
2. The "Board of Education" is the school board of the Nome Public School District.
3. As used in this agreement, "teacher" and "certificated employee" are synonymous representing a person who is required by the District to hold a valid Alaska Teaching Certificate to include Type C or Type M Certificates. Principals, Superintendents, and Directors are excluded.
4. The "District" is the Nome Public School District.
5. "Association" is the Nome Education Association.
6. "Day" shall mean calendar day unless otherwise specifically stated in the agreement.
7. "School Day" shall mean a day of school according to the District's official calendar, including teacher work days and in-service days, but not including holidays or vacation days.
8. "Immediate" family (4 AAC 15.040) is defined as: husband and wife; father and son, or daughter; mother and son, or daughter; brother and sister.
9. "Extended" family is defined as: step-child, foster child, grandchild, grandparent, aunt, uncle, spouse's parents, brother/sister-in-law, nieces and nephews.
10. "Parties" shall be defined as the Nome Education Association and the Nome Board of Education.
11. "Serious Health Condition" for the purpose of this agreement shall be defined as that under provisions of the (Federal) Family and Medical Leave Act of 1993 (FMLA).

For more information on Alaska Statutes related to this negotiated agreement, go to <https://www.akleg.gov/basis/statutes.asp>

ARTICLE I: GENERAL PROVISIONS

A. Scope of Agreement

This Agreement is the sole and complete agreement between the Board and the Association and, as such, it is understood by both parties that no further negotiations concerning this specific agreement shall take place, except by mutual consent, until after December 15 of the fiscal year in which this Agreement terminates for the purpose of negotiating a successor Agreement.

B. Conformity to Law

If any article or part of this Agreement is held to be contrary to law by a court of competent jurisdiction, or if compliance with or enforcement of any Article or part should be restrained by such court, the remainder of the Agreement shall not be affected thereby. The parties to this Agreement will meet within twenty (20) days of such holding to resolve the original intent within the parameters established by law. Any resolution agreed to by the parties will be signed and shall become addendum to this Agreement.

C. Duration

This Agreement, and each of its provisions, is binding and effective on the date of ratification by both parties and shall remain in full force from July 1, 2024 until June 30, 2027.

ARTICLE II: NEGOTIATIONS

A. Procedure

1. Negotiations may be requested by either party on wages, hours, and working conditions with such request being made between December 15 and January 31 of the school year during which the Agreement expires. Notice will include the requested bargaining model to be used. Said notice shall be deemed to have been given when presented in writing, postmarked with return receipt requested, or emailed by January 31 or hand delivered from the Board President or Superintendent to the Association President or from the Association President to the Board President or Superintendent. If neither party gives written notice within the period specified, the expiration date of this agreement shall automatically be extended one (1) year.

2. The first meeting shall be held within ten (10) school days after the receipt of the negotiations request at a place and time mutually acceptable by both parties. A request for an extension of up to 10 school days will not be unreasonably denied. At this first meeting ground rules will be established and if the traditional bargaining model is used, initial proposals will be exchanged. If collaborative model is selected, a list of topics to be considered will be generated by the team at the first meeting.

B. Negotiating Items

1. A minimum of three (3) and no more than five (5) designated representatives of the Board will meet with a minimum of three (3) and no more than five (5) representatives of the Association for purposes of negotiation. Neither party will attempt to exert any control over the other's selection of its representatives.

2. The negotiations will be closed unless both parties mutually agree to open the sessions. Consultants may be used as recognized experts to address a specific proposal or item under consideration by the parties.

C. Impasse Resolution

Upon written notification by either party to the other party that negotiations have terminated in a stalemate, mediation shall be conducted as provided by State Statutes.

D. Ratification

The Agreement will be ratified when a majority of both the Board and Association have voted to accept the Tentative Agreement.

ARTICLE III: COMPENSATION AND BENEFITS

A. Salary

FY25 Salary Schedule; 3% increase over FY24 Salary Schedule; Add Step						
Steps	Column A	Column B	Column C	Column D	Column E	Column F
	B	B+18	B+36/M	B+54/M+18	B+72/M+36	B+90/M+54
0	55438	56022	57868	59705	61866	63824
1	57268	57870	59779	61675	63908	65929
2	59157	59780	61752	63712	66017	68106
3	61109	61753	63789	65814	68195	70353
4	63126	63791	65893	67985	70446	72675
5	65209	65896	68069	70228	72771	75074
6	67361	68071	70315	72546	75171	77550
7	69584	70317	72636	74941	77653	80110
8	71880*	72637	75032	77414	80215	82753
9		75034	77508	79968	82862	85484
10		77510	80066	82607	85596	88305
11		80066*	82067	84672	87736	90513
12			84119	86789	89930	92775
13			86222*	88959	92179	95095
14				91183	94483	97472
15				93462*	96845	99909
16					99266*	102406
17						104966*

FY26 Salary Schedule; 2% increase over FY25 Salary Schedule						
Steps	Column A	Column B	Column C	Column D	Column E	Column F
	B	B+18	B+36/M	B+54/M+18	B+72/M+36	B+90/M+54
0	56546	57142	59026	60899	63103	65100
1	58413	59027	60975	62909	65187	67248
2	60340	60976	62987	64986	67337	69468
3	62331	62988	65065	67130	69559	71760
4	64388	65067	67211	69345	71855	74128
5	66513	67214	69430	71633	74226	76575
6	68708	69432	71721	73997	76675	79101
7	70975	71723	74088	76440	79206	81713

8	73317*	74089	76533	78962	81820	84408
9		76535	79058	81568	84520	87193
10		79060	81667	84259	87308	90071
11		81668*	83709	86366	89491	92324
12			85801	88525	91729	94631
13			87947*	90738	94022	96997
14				93006	96373	99421
15				95331*	98782	101907
16					101251*	104454
17						107065*

FY27 Salary Schedule; 2% increase over FY26 Salary Schedule						
Steps	Column A	Column B	Column C	Column D	Column E	Column F
	B	B+18	B+36/M	B+54/M+18	B+72/M+36	B+90/M+54
0	57677	58285	60206	62117	64365	66402
1	59582	60207	62194	64167	66490	68593
2	61547	62195	64246	66286	68684	70857
3	63578	64247	66366	68473	70950	73195
4	65676	66368	68555	70732	73292	75611
5	67844	68559	70819	73066	75710	78107
6	70082	70821	73156	75477	78208	80683
7	72395	73158	75570	77968	80790	83347
8	74784*	75571	78064	80541	83456	86097
9		78066	80639	83199	86210	88937
10		80641	83301	85944	89054	91873
11		83301*	85383	88093	91281	94170
12			87517	90295	93564	96523
13			89705*	92553	95903	98937
14				94867	98300	101410
15				97238*	100757	103945
16					103276*	106543
17						109206*

*Add \$1,000 each year to contract for end of lane. Must spend one year at the end of lane on new schedule to be eligible.

All teachers in FY2024 who were at year 2 end of lane or greater, and worked the full school year, will receive an additional credit of \$1,000 to their FY2025 contract to recognize their service in FY2024. This only applies to teachers who returned to the district in FY25.

All teachers employed as of the date of ratification of this agreement will receive one additional step on the new salary schedule.

The District shall pay a Rural Differential Stipend on May 31st for each identified fiscal year below. The District shall distribute this benefit amongst all certified staff who are employed for the entire school year. Employees who begin their employment after the first student day of school will not qualify for this stipend until the next fiscal year. Employees who work less than full-time are eligible for a pro-rated share equivalent to their Full Time Equivalency (FTE), providing they meet all other criteria. The Rural Differential Stipend payments are subject to retirement (TRS eligible) and shall count towards retirement calculations. The Rural Differential Stipend will be distributed at the rate of 1 share for each employee residing in District housing, and 2 shares for each employee residing outside of District housing. The schedule for the Rural Differential Stipend for each fiscal year is:

FY2025: \$100,000

FY2026: \$100,000

FY2027: \$100,000

The Rural Differential Stipend payments provided herein are for the term of this contract only and will not become part of the status quo in the event a successor agreement is not ratified by June 30, 2027.

FY25 contract amendments will be issued subsequent to approval of this agreement for any compensation changes due to the new salary schedule, additional step, or end of lane payments. Any increased payment amount will be distributed equally in the remaining employee paychecks for the FY25 fiscal year.

B. Placement on Scale

1. Teachers holding a Bachelors' Degree may receive up to eight years of combined in-state and out-of-state teaching experience (including international teaching in US accredited schools). Teachers holding a Master's Degree may receive up to ten years of combined in-state and out-of-state teaching experience (including international teaching in US accredited schools) on the salary scale. Step placement for out-of-state experience (including international teaching in US accredited schools) will be limited by state statute (Sec. 14.20.220.) as follows: six years for Bachelor's Degree and eight years for those holding a Master's Degree.

2. Official transcripts or certificates of attendance for CEUs will be considered for salary scale horizontal movement for the current year if received in the district office prior to October 1 and shall be retroactive to the beginning of the school year. Within ten days of receipt of the official transcripts from the teacher, the Personnel Officer will have determined his/her status. Payroll adjustments for credits submitted and approved prior to the start of the school year will be run with the September payroll. Payroll adjustments for credits submitted and approved after the beginning of the school year will not be run prior to the December payroll. Transcripts received October 2 or later will be considered for adjustment in the subsequent school year.

3. If a teacher has not received a vertical step in their initial contract and then receives an amended contract for horizontal movement, they shall be credited one vertical step so long as vertical movement in that lane is available.

4. Credits

a. Credits listed in the salary schedule are based on semester hours and Continuing Education Units (CEU) used only for Nome Public Schools (15 clock hours = 1 CEU). Any graduate credit or CEU that directly relates to one's present teaching assignment or endorsements must be reviewed and approved by the Superintendent. Any credit to attain an additional endorsement on an Alaska Teacher Certificate must be pre-approved by the Superintendent to qualify for movement on the salary schedule.

b. Credits for movement from B+36 to B+54, B+54 to B+72, and from B+72 to B+90 must be graduate-level courses or pre-approved Continuing Education Units (CEUs) that relate to the teacher's present teaching assignment or additional endorsements under Alaska Teacher Certificate.

c. In all circumstances when pre-approval or approval for credit submitted for movement on the salary schedule to the next column is not granted a written explanation will be provided to the teacher by the Superintendent.

d. Only hours earned after a teaching certificate has been earned will be considered for advancement on the salary schedule.

5. It is the responsibility of the teacher to provide the District with proof of credentials, credits and experience. Credits which the Personnel Officer deems questionable may be appealed to the Superintendent for final determination within 30 days from the Personnel Officer's decision.

C. Paycheck Deductions

Certificated personnel may have the following deducted from their payroll in addition to those deductions required by law: Association dues or fees, employee contributions to annuities, health insurance and arrearages to the retirement system for outside service. Special deductions, as agreed to by teachers and the District, may be arranged.

D. Pay Periods

Teachers shall be paid on the last business day of each month, starting in August. Teachers will be paid in 12 equal payments and shall have the option of collecting their June and July paychecks with their May paycheck. After their selection is made, it must be followed. The Superintendent may make exceptions, if circumstances demand/merit. Any non-returning teachers will receive their final

paycheck in May.

E. Pay Advances

All teachers new to the District may choose after eight (8) days into the school year to obtain a single pay advance on their salaries of either \$1000.00 payable through payroll deduction over three (3) months or \$2000.00 payable through payroll deduction over six (6) months. This advance shall be deducted from the teacher's first three or six paychecks of the contracted year.

F. Physical Exams

If the District requires a medical examination as a condition of employment, the District will cover the cost.

G. Term Life

The District shall provide and pay premiums for a term life insurance policy in the amount of \$25,000 with accidental death and disability for each teacher. Upon the death or disability of a teacher, benefits will be paid by the insurance carrier directly to the beneficiary subject to the terms and conditions of the carrier. All benefits under this provision shall be subject to the "master contract" between the District and carrier.

H. Wellness

1. A teacher and his/her children and spouse may use the equivalent of a 90-punch pool pass per year.

2. A teacher and his/her children and spouse may use the equivalent of a 90-punch pass for the City of Nome Recreation Center each year.

3. To further promote wellness the District agrees to provide use of school gym and weight room facilities for wellness activities for certificated employees and their families. ("Families" in this section shall be defined as employee, spouse and dependents) No family member may access school facilities without the supervision of the certificated employee.

4. The activities in the schools must be pre-approved by the Site Administrator and scheduled through the appropriate person for each school.

5. The employees agree to follow the established building use procedures which include restoring the environment and securing the building, and to post a teacher use schedule in the teachers' workroom to encourage others to join in their activities.

6. The privilege may be revoked for those users not in compliance with the procedures.

I. Health Insurance

1. The District shall provide major medical, vision, audio, and dental insurance for the teacher and the teacher's spouse and dependents.

a. For certificated employees new to the district, coverage shall begin thirty-one (31) days from the first day of employment.

b. The Board reserves the right to change carriers. Any change to the current level of coverage/premiums will be addressed by a joint committee of Association members and School Board members yearly at the insurance renewal time. This committee shall consider the needs of the Association members and recommend the best plan to the Superintendent.

c. When the insurance carrier reimburses the teacher for one-way travel to obtain medical treatment, the District shall reimburse the teacher for the return airfare.

2. 85% of insurance premiums shall be paid by the District. 15% of the premiums shall be paid by the employee.

J. Mileage

Any teacher who has an assignment in the District which requires travel to more than one work site will be reimbursed at the current IRS rate per mile. This reimbursement will be restricted to travel during school hours. Requests for mileage reimbursement must be submitted no later than June 30th of each school year.

K. Work Year

Teachers shall serve 188 days exclusive of vacations but to include days of in-service training and legal holidays. There shall be 180 days of classroom instruction unless approved as in-service days. Refer to 4 AAC 15.020 for teachers who work fewer than 188 days in a contract year.

L. Classroom Safety and Discipline

1. Joint Committee. The District agrees to establish a joint committee per AS 14.23.120 to address, develop, and implement discipline and school safety policies and procedures. The committee shall be comprised of the Superintendent (or designee), Director of Special Education (or designee), a principal from both the elementary school and high school and Nome EA members who can represent the various grade levels. The committee will meet the first month of each quarter, or as needed to address additional concerns.

a. Building procedures for maintaining student discipline shall address standard methods and expectations for unusual breaches of discipline including, but not limited to, intentional physical assault and weapons possession.

b. The District shall set up procedures so that information about student behavior or discipline is collected and transferred to the receiving teacher.

2. Review. There will be annual training and review of discipline procedures at each site and members will have the opportunity to recommend adjustments to site procedures relating to safety and discipline.

3. Notice. Teachers shall be informed of assigned students who have a documented history of violent behavior that poses a threat to students and/or staff as outlined in AS 47.12.310.

M. Travel Benefit

The District agrees to reimburse each teacher each year for one air fare (one-way or round trip that is not a mileage ticket) per fiscal year not to exceed \$400. To receive the reimbursement the teacher must present a receipt for payment of the ticket no later than June 30th of the fiscal year. Payment will be made within thirty (30) days of receipt of request; however, payment will not be paid until the trip is complete and the teacher has returned to duty station. Travel pay shall not be forfeited by a teacher who cannot fulfill his/her contract because of physical or mental incapacitation as certified by a physician.

N. Relocation Benefit

All newly hired full-time teachers relocating from outside of Nome will receive a \$3,000 relocation benefit which will be paid on their first regular paycheck of the year and will be subject to deductions as required by law. Teachers must have or receive an Alaska teaching certificate dated active by the first day listed on their contract to be eligible for this allowance. Exceptions may be made for teachers hired after June 30th; in these cases, payment will be made after certification is acquired. The relocation benefit may be utilized for visa costs for teachers from outside the United States under a visa program.

Any teacher who does not complete the entirety of their first contract year for any reason other than mutual termination of their contract will have 75% of the relocation amount deducted from their final paycheck. Any teacher who does not return for a second year for any reason (retirement, resignation, non-renewal, etc.) will have 50% of the agreement amount deducted from their final paycheck.

O. Compensation Due to Staffing Issues

The district retains, as a management right, the authority to provide supplemental income to employees in specific positions, schools, programs, or types of classrooms that the District has identified as facing staffing issues. The supplemental income will be provided in a format identified by the District, which may include lump sum signing bonuses (not subject to retirement contributions), lump sum recruitment and

retention bonuses (not subject to retirement contributions), a wage supplement as a percentage increase over the employee’s annual salary, or any other format for the income.

ARTICLE IV. EXTRA DUTY COMPENSATION

A. Coaching Salaries

Coaching Salary Schedule 2023-2024

Sport	Weeks	Compensation
Varsity Basketball	16.5	\$5940
Assistant Basketball	16.5	\$3135
Varsity Cheerleading	16.5	\$5940
Assistant Cheerleading	16.5	\$3135
Varsity Volleyball	14.5	\$5220
Assistant Volleyball	14.5	\$2775
Varsity Wrestling	11.5	\$4140
Assistant Wrestling	11.5	\$2185
Varsity Cross Country	10.5	\$3780
Assistant Cross Country	10.5	\$1995
E-Sports	9.5	\$1800
Cross-Country Skiing		\$2500
MS Volleyball		\$2300
MS Wrestling		\$2300
MS Basketball		\$2300
MS Cheerleading		\$2300
Native Youth Olympics		\$2300
Activities Director		\$11500

*Any returning coaching position from FY23 that is above the listed pay scale would be grandfathered in with no further increase in pay.

1. Varsity and assistant varsity basketball, wrestling, volleyball and cross-country coach salaries are calculated based on the ASAA length of season.
2. Coaches will be paid with the next regular payroll that occurs at least two weeks after the end of their season, pending completion of all duties.

3. On the above scale, cross-country is one salary for both boys and girls. Under basketball, these salaries will be paid each for boys and girls.

4. Two people may share a duty providing there are more than 30 students participating in that activity and each person will receive a full stipend provided there is no assistant coach already listed on the schedule. If there are less than 30 they may share the duty but one salary will be paid and shared.

5. During weekends when teams are visiting Nome and the Activities Director is unavailable due to District business, a substitute Activities Director will be hired at the rate of \$250/weekend. Duties and pay may be split between two individuals, and the total pay may be raised as high as \$350 during weekends involving more than one visiting team. Use of substitute Activities Directors on more than five weekends during the school year will require the pre-approval of the Superintendent, and will result in an off-setting reduction in the Activities Director's Extra Duty compensation contract.

6. The District and Association will develop job descriptions, recruiting and posting procedures and evaluations tools for the Activities Director and coaching positions. The District will also develop a handbook for coaches outlining the expectations and procedures for those positions.

7. Coaching and extra-curricular contracts will be signed by the Superintendent, and administrative and coaching parties. Coaching contracts will be signed no later than two (2) weeks prior to the season or before the first day of practice if the position has not been filled prior to the season starting. Extra-curricular contracts will be signed within the first three (3) weeks of the school year. No work on a coaching position shall commence until the employee has received a signed extra duty contract.

8. Preference will be given to qualified Nome Public School teachers before any coaching job is open to the public.

a. Coaches will not be assigned other extra duties during their season.

b. The Band/Choir Director will not be assigned extra duties other than band during basketball season.

9. A list of mutually agreeable duties and responsibilities will be included in each contract.

B. Other Activities Salaries

Other Activities Salaries 2023-2024

Band/Choir Director	\$1500
Pep Band Director	\$1000
Freshman Class Advisor	\$500
Sophomore Class Advisor	\$500
Junior Class Advisor	2 @ \$1,500
Senior Class Advisor	2 @\$1,400
Pep/Spirit Club Advisor	\$1,000
HS Student Council Advisor	\$1,150
MS Student Council Advisor/ACSA House Advisor	\$1,150
Drama Club Advisor	\$1,500
Educators Rising	\$1,750
Washington DC Trip Organizer (Beltz/ACSA)	\$2,500/\$1,000
Yearbook Advisor	\$1250
Student Newspaper	\$1,000
National Honor Society Advisor	\$1,000
Nome Native Youth Leadership Advisor (NNYLO)	\$1500
Battle of the Books (per site)	3 @ \$350
Spelling Bee Coordinator (Districtwide)	\$350
Spelling Bee Sponsors (Site Level)	3 @ \$350
Teacher Mentor (per mentee)	\$625
Elementary Student Council Advisor	\$750

1. Payment will be made at the end of the school year when all responsibilities have been fulfilled.
2. No work on an activities position shall commence until the employee has received a signed extra duty contract.
3. In the event a new activity is added, the teacher, the building administrator and the Superintendent will mutually agree upon the salary until such time that it is renegotiated when the new master contract is negotiated.
4. The District and Association will develop job descriptions, recruiting and posting procedures and evaluations tools for activities positions. The District will also develop a handbook for activity advisors outlining the expectations and procedures for those positions.
5. Two people may share a duty providing there are more than 30 students participating in that activity and each person will receive a full stipend provided there is no assistant advisor already listed on the schedule. If there are less than 30 they may share the duty but one salary will be paid and shared.

ARTICLE V: ASSOCIATION RIGHTS

A. Employment Information

1. Upon written request, the District will supply the Association with appropriate (i.e., non-confidential) information concerning financial and teacher-related statistics that are available and can be reproduced, that would assist the Association in the collective bargaining process and in the processing of grievances. This provision does not require the District to summarize, recreate, or restructure the information in a special format.
2. The President will be provided with a school board packet prior to each school board meeting.
3. Within five workdays the District will notify the Association of all new teachers, and of those hired or dismissed that take effect during the current school year.

B. Use of School Facilities

The Association may have the privilege to use school meeting facilities and office equipment, including computers, typewriters, and other duplicating equipment, at reasonable times (e.g., outside the work day-and lunch.) which do not interfere with primary job responsibilities when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all charges to the District of materials and supplies incident to such use. The administrator of the building in question will approve in advance of the time and place of all meetings. The Association shall be permitted to post notices and other materials in a place provided for such purposes in

school facilities.

C. Dues, Deductions, and Continuing Membership

1. The district shall deduct Association dues in monthly installments beginning in October from the payroll of any certified staff upon written request of the employee.
2. Upon submission of an initial payroll deduction authorization form, payroll deductions of dues shall continue from year-to year unless the teacher terminates or notifies the Association of a change in membership status prior to September 30. The Association President shall inform the District in writing by September 30 of each year of the amount of annual dues to be deducted. The District office will send a notice of planned payroll deductions before October 15.
3. The District shall forward all dues collected, a list of teachers and the amount of their deductions, to NEA-Alaska each month.

D. Committees

The Association may appoint a representative to all district committees which require teacher participation.

E. Association Leave

The District shall provide (15) days of Association leave with pay per school year. The Association will be allowed five (5) additional days of Association leave if the Association pays the cost of substitute teachers. Association leave will be used at the discretion of the Association. In a negotiating year, additional days may be provided by mutual consent between the District and the Association. A maximum of four (4) teachers may be on Association leave at the same time with a maximum of three (3) from any one site.

ARTICLE VI: TEACHER RIGHTS

A. Student Teachers

A student teacher from any college or university will not be assigned to a teacher without the consent of said teacher.

B. Personnel files

1. All materials placed in the teacher's permanent file and originating within the District shall be available to the teacher for inspection upon request during regular working hours of the School District and under the supervision of the Superintendent or designee. A teacher may be accompanied by any person or persons to review the personnel file at the teacher's request. The personnel file maintained by the central

office of the District shall be the only official depository of information relating to a teacher's employment. See BP 3580 and BP 3522.

2. Material originating within the District, which is derogatory to a teacher's conduct, service, character, competence or personality shall not be placed in a teacher's file unless the teacher has had an opportunity to read the material. The teacher shall acknowledge that he/she has read such material by affixing his/her signature on the actual copy to be filed. Such signature does not necessarily indicate agreement with the content of such material.

- a. The teacher shall have the right to respond to any derogatory material filed within 10 working days, and this response shall be attached to the file copy. Derogatory material which a teacher has not been given an opportunity to review shall not be used in any proceeding against him/her.
- b. All references and information originating outside the District, on the basis of confidentiality, and information obtained within the District in the process of evaluating the teacher for initial employment shall not be subject to this provision.
- c. Derogatory material found to be untrue, through the grievance procedure, shall be destroyed.

3. Evaluation documents pertaining to the evaluation process of teacher performance and character, written by a District administrator, shall be signed by both administrator and teacher prior to becoming a permanent part of the teacher's personnel file. Such signature does not necessarily indicate agreement with the content of such material. No such items shall be removed without written notification to the teacher and with his/her written consent.

4. The District, upon written request of the teacher, will forward all or part of the teacher's file to a placement bureau of the teacher's choice.

C. Evaluations

The Nome School District Evaluation Forms shall comply with all applicable laws and regulations. Proposals for and modifications to the processes and forms shall be reviewed by a joint committee composed of three Association members and three Administrators. Proposals and recommendations of the joint committee shall be reviewed by the Board. Either group may also offer its recommendations to the Board independently.

D. Work Day

The teacher workday shall be seven and one-half (7 1/2) hours exclusive of a thirty (30) minute duty free lunch.

E. Preparation Time

1. High School, Middle School, and Elementary teachers shall be provided not less than one fifty (50) minute uninterrupted period during the school day, excluding in-service days, for planning or classroom preparation. On minimum days that are designated for staff training or collaboration the prep time will be reduced to one thirty minute (30 min) uninterrupted period during the school day (not including elementary specials). Scheduled meetings will take place outside the preparation time unless mutually agreed by all involved.

2. IEP meetings will be held during the contractual day unless the parent(s) or guardian(s) are unable to participate at that time. By law, at least one regular education teacher is required to attend the IEP. The regular education teacher need not participate in all IEP Team decisions or the entire meeting; the extent of the regular education teacher's participation will depend on the child's needs and the purpose of the meeting. In some cases, parents may request that all teachers working with their child attend the meeting in its entirety. All members of the IEP team shall collaborate in scheduling of meetings.

3. A written master schedule indicating each teacher's preparation time shall be distributed to each teacher on the first day of each semester.

4. At the Elementary School no more than 25 preparation time periods per school year may be used for the purpose of extended time for staff meetings outside of the weekly minimum day. No more than 1 per week can be scheduled. Whenever possible, three (3) working day advanced notice of needed preparation time for said meeting will occur. These meetings shall be limited to fifty minutes in duration, not to exceed the contract day, and shall be for the purposes of staff discussions, problem solving, decision making, or State Assessment training.

5. Certified staff who volunteer during their prep period to substitute for any unfilled position outside of their assigned duty will be paid at the amount outlined in the annual substitute memo but not less than \$50/period.

ARTICLE VII: HIRING PRACTICES

A. Automatic Rehiring

All tenured teachers shall be automatically rehired each year if not notified of dismissal or non-retention by May 15. All non-tenured teachers shall be automatically rehired if not notified of dismissal or non-retention by the last day of the school term. (AS Sec. 14.20.140)

B. Individual Teacher's Contract

1. The individual teacher's contract shall be issued to returning tenured teachers between February 15 and March 16 unless a decision on non-retention pursuant to AS

14.20.140a has not yet been made and to non-tenured by the last day of the school term.

- a) Tenured teachers shall have 30 days upon receipt to return their signed contract.
- b) Pursuant to BP 4117.2, teachers who have signed their returning contract have until June 30th to request a release of contract/resignation from the District.

2. A teacher's anticipated teaching assignment shall be stated on his/her contract.

C. Transfer

1. Voluntary request for transfer:

Certificated staff wishing to transfer to another assignment for which they are certified, whether a vacancy exists or not, must notify the District in writing no later than March 1 of each year. The District will provide teachers with a Teacher Transfer Request Form for teachers who wish to move to another position, should the position become vacant.

The District will give objective consideration to the reasons (skills, experience, interests, etc.) given for the transfer request. However, the District will make the final decision on teacher placement for the next year.

By the last day of the school year, each certificated employee will notify the Superintendent's office in writing of his or her summer address. On September 1 of each year, all previously received written transfer requests shall be voided, and the teacher who so desires may submit another written request.

Certificated staff of the district will be notified by job posting of teaching vacancies for the next school year until June 1. After June 1, if a vacancy occurs, the District will make a reasonable attempt to notify teachers who have requested such a transfer, and are qualified for the job opening. Reasonable notification will include a minimum of four (4) contacts over a five (5) day period with a combination of phone calls, text messages, and/or emails made to the teacher's summer contact information. It is the responsibility of the teacher to maintain contact with the District during the summer.

2. Involuntary transfer:

a. When a transfer becomes necessary, voluntary requests for transfer shall be considered first. If no satisfactory voluntary requests are submitted, the following procedure will be used.

b. Notice of an involuntary transfer for the coming school year shall be given to teachers as soon as possible and no later than May 1st. If because of unforeseen circumstances such as changes in enrollment, resignations or an emergency staffing need, an involuntary transfer becomes necessary after May 1st, the

Superintendent shall make a determination based on a recommendation from the Principal. If a teacher is to be involuntarily transferred, the teacher's area of

competence, major and/or minor field of study, and length of continuous service in the District must be considered.

c. An involuntary transfer will be made only after notification in writing and/or email from the Superintendent of reasons for transfer. After such notification and before the transfer is effective, the Superintendent shall meet with the teacher upon his/her request, at which time the teacher may request the reasons for transfer be placed in the personnel file.

d. The current list of open positions in the District will be made available to teachers being involuntarily transferred. Said teachers may request that they be considered for positions for which they are qualified, ranking same in the order of their preference.

e. In the event that the teacher is involuntarily transferred after August 1st, the teacher, upon request, shall be granted compensation of two (2) days, at their daily rate, prior to student contact or three (3) days administrative leave after the first day of student contact, to be used by the end of the quarter of transfer date. Administrative leave days will be coordinated with the administrator and teacher. The supervisor shall take the transfer into consideration when conducting the teacher's performance evaluations.

D. Part-Time Employment

1. Positions less than full-time will be determined if needed or necessary by the Superintendent. Part-time teaching requests will be considered on a case-by-case basis and as allowed by District policy.

2. Part-time is defined as less than 7.5 hours/day regular teaching assignment.

3. Teaching salary for less than full-time teaching shall be prorated to reflect the fraction of the teacher's correct placement on the salary schedule had they taught a full contract.

4. Sick and personal leave shall accrue on a prorated basis from the full contract year.

5. Part-time employees working a 50% or more contract are eligible for health insurance. The employee will pay a pro-rated percentage of the District's share (based on their percentage of full-time teaching) in addition to the employee's share of the cost of health insurance. Employee may waive coverage if they have access to other coverage. Life insurance coverage may be dependent upon the District's group plan limitations.

6. Tenure and placement on the salary scale for less than full-time teachers shall accrue at a prorated rate based on the full-time contract terms. For example, an employee

must work two years on a half-time contract to qualify for one step increase. (Note: half time teaching contract counts toward tenure as long as contract is for a full year.)

7. Uninterrupted preparation time for less than full-time teachers shall equal no less than the prorated equivalent for full-time teachers.

ARTICLE VIII: DISCIPLINE, SUSPENSION, DISMISSAL, NON-RETENTION, REDUCTION-IN-FORCE AND HEARINGS

A. Just Cause

No teacher shall be disciplined, reprimanded, reduced in rank or compensation, demoted, or otherwise deprived of professional advantage without just cause.

B. Suspension

A teacher may be suspended temporarily, in accordance with AS 14.20.170(b), with regular compensation during a period of investigation to determine whether or not cause exists for the issuance of a notification of dismissal according to AS 14.20.180.

C. Dismissal

A teacher, including a teacher who has acquired tenure rights, may be dismissed at any time only for the causes listed in AS 14.20.170(a).

D. Non-Retention

1. A teacher, who has acquired tenure rights, may be non-retained only for the causes found in AS 14.20.175(b)

2. A teacher who has not acquired tenure rights may be non-retained as provided in AS 14.20.175(a).

E. Dismissal/Non-Retention Hearing Procedure.

1. The District's statement of dismissal/non-retention to the teacher shall be sent to tenured teachers by May 15 and non-tenured by the end of the school year

2. The District's statement on non-retention or dismissal of a tenured teacher shall be in writing and include a statement of cause, a complete bill of particulars, and a statement advising the teacher of his or her right to a hearing.

3. Within fifteen (15) days of receipt of such notification, the teacher may request, in writing, a hearing before the Board, pursuant to Level 3 of the Grievance Procedure.

F. Reduction in Force

1. A teacher may be placed in layoff status due to reduction in staff as described in AS 14.20.177.

- a. If two or more teachers have the same type of certification, the teacher with the least District teaching experience shall be placed on layoff status first.
2. If a teacher has been placed on layoff status, said teacher is entitled to a hiring preference, for a period of three years after layoff. The hiring preference applies only to vacant teaching positions for which the teacher is qualified under AS 14.20.177(d)
3. If offered a teaching position, the teacher must accept in accordance with AS 14.20.177(e).
4. Layoff status does not constitute a break in service for retaining tenure rights and accrued sick leave.

ARTICLE IX: LEAVES

A. Sick Leave

1. All regularly contracted teachers shall accrue sick leave at the rate of one and one-third days for each calendar month or major portion of each calendar month of actual service. Leave for regularly contracted part-time teachers will be prorated.
2. As of May 1st, Tier III Defined Contribution teachers who have used less than **5** days of sick leave during the school year, may request to cash out a maximum of **3** days of sick leave. Request must be submitted in writing to Payroll no later than May 15th and will be paid prior to June 30th at 100% of teacher's per diem rate. Staff must notify the district office no later than May 1st of the current school year of their intent to cash out sick days. The cashed out leave will be deducted from the teacher's current school year sick leave balance.

If over the course of this Negotiated Agreement, the State of Alaska changes the law regarding Tier III retirement which adds value to the member's contribution, the District is under no obligation to continue the cash out.

3. Except as noted in #2, no cash settlement, upon termination of employment, shall be made for unused sick leave.
4. In case of a serious health condition, the teacher's position shall be held open for either the duration of the teacher's accumulated sick leave, including any such sick leave bank days as may be available, or through the conclusion of the semester during which his/her paid leave is exhausted, whichever occurs later. Nothing prevents the District from hiring a temporary teacher while the regular teacher is on leave.
 - a. In the event that the teacher's serious health condition extends beyond the limits established in "a" above, the teacher, upon request, will be placed on unpaid leave of absence for up to one year. The duration of the leave may be for one semester

if the teacher will be fit to return to work prior to or by the start of the next semester, or for a full year if the teacher will be fit to return after the start of the next semester.

b. The District may request verification by the teacher's doctor of the expected duration of the illness.

c. A teacher utilizing his/her right to the leave of absence found in "b" above will be reassigned to a position based upon vacancies existing at the beginning of the semester the teacher returns, and the teacher's qualifications.

5. Sick leave shall be granted to teachers who find it necessary to be with a sick dependent or spouse. If the teacher's absence exceeds three (3) consecutive days, a physician's statement may be required. Use of leave under this provision shall be charged against the accrued sick leave of the teacher.

6. At the beginning of each contract year, teachers shall be pre credited with the anticipated number of sick leave days to be accrued during the contract year. Should the teacher use more days during the work year than are actually accrued, the excess shall be deducted from the teacher's paycheck. If a teacher does not complete the contract year, accrued sick leave and final pay will be adjusted accordingly.

7. Teachers shall be allowed use of sick leave to travel to the doctor or dentist of their choice.

B. Sick Leave Bank

1. The Alaska State Legislature has provided for the establishment of Teacher Sick Leave Bank.

2. Initial membership in the Bank shall be established by an initial investment of one day.

3. Days shall be invested on a non-refundable basis by voluntary action of any teacher covered by this agreement who wishes to participate in the sick leave bank.

4. Deadline for admission into the Bank shall be the 30th of September or thirty (30) days after the date of hire, whichever is later.

5. When the accumulated balance of days in the Bank falls below a figure equal to half the number of participants in the bank, each member shall automatically donate an additional day.

6. A participant in the bank shall be eligible to apply for leave from the Bank of up to twenty-four (24) days or twice the number of days of sick leave the teacher has

accumulated at the beginning of the school year, whichever is greater. Individual sick leave must be depleted prior to using leave from the Sick Leave Bank.

7. A committee of the Nome EA and representatives of the District shall administer the bank.

8. Eligibility for withdrawal of days from the bank and procedures not outlined herein shall be determined by the governing committee. Applications to withdraw days shall be submitted through the Sick Leave Bank Committee no later than 10 days after returning to work.

9. Membership in the bank shall be continuous after initial enrollment provided that following any school year membership may be withdrawn prior to the September 30 deadline. Membership in the bank will terminate upon a member leaving the employment of the District.

10. In cases where a teacher is unable to meet required donations (as #5 above) the governing committee may waive this requirement.

C. Emergency and Bereavement Leave

1. Death or serious illness in the immediate or extended family shall entitle the teacher up to seven (7) accrued sick leave days.

2. It shall further be provided that if the circumstances of death or serious illness in the immediate or extended family requires travel outside the City of Nome, two additional days shall be allowed.

D. Personal Leave

1. At the beginning of each contract year, teachers shall be pre-credited with four (4) personal days per contract year. If a teacher does not work a full contract year, personal leave and final pay will be adjusted based on contract days worked. Unused personal leave exceeding five (5) days will be bought back at 100% of the per diem rate at the end of the school year. Upon retirement, resignation or death the District shall buy back the teacher's unused personal leave at 100% of their per diem rate.

2. Except in emergencies a teacher shall give at least twenty-four (24) hours advance notice to the immediate supervisor of his/her intention to be absent for personal leave. Personal leave will be limited to two (2) teachers at each site, before or after legal holidays, vacations, or for the first or last day of the school year. A maximum of four (4) teachers at each site (High School and Elementary School) may be on leave on the same school day at the time the personal leave is requested.

3. No teacher shall be granted personal leave before or after legal holidays, vacations, or for the first and last of the school year for two years in a row so that others may access this opportunity.

E. Maternity, Paternity, and Adoptive Leave

1. Maternity, paternity and adoptive leave shall comply with Family Leave Acts, AFLA and FMLA. Accrued sick and personal leave may be used to cover AFLA and FMLA absences.

2. A teacher requesting a leave of absence for maternity or adoption shall make the request consistent with the procedures outlined below:

a. Request for maternity leave or adoptive leave shall be made in writing to the Superintendent of Schools.

b. In order to facilitate selection of a replacement, request for a maternity leave shall be in the Superintendent's office as soon as possible and not later than three (3) months prior to the effective date of the leave.

c. Notification of intent to adopt a child shall be in writing to the Superintendent as early as possible prior to the expected date of adoption.

d. No sick leave benefits shall accrue to the employee on maternity or adoptive leave after the effective date of an unpaid leave of absence.

e. Position on salary schedule shall be maintained. If a teacher on leave has 140 or more days of paid service in a school year, one year of service shall be credited for vertical movement on the salary schedule if a step exists for the teacher on the scale. (4 AAC15.020)

f. Maternity or adoptive leave absence shall comply with Family Medical Leave Acts; AFLA & FMLA.

g. Accumulated sick leave may be used for absence due to pregnancy or adoption.

3. Paternity leave shall comply with Family Medical Leave Acts; AFLA & FMLA chargeable to accrued sick leave, shall be available to a maximum of five (5) days.

F. Professional Association Officer Leave

A leave of absence shall be granted to any teacher for the purpose of serving as a full-time or part-time officer of NEA-Alaska. This leave entitles the teacher to a normal salary increment upon return from their leave of absence. Notice of intent to use this leave must be given by April 1 of the year preceding the leave.

G. Unpaid Leave of Absence

1. Any teacher, may, upon proper application to the Superintendent and approval of the Board, be granted a leave of absence. Leaves of absence may be granted only to employees who have completed three (3) years of service in the District.
2. Members of the teaching staff, when granted leaves of absence, will not be guaranteed immediate employment upon their return unless they return to duty on the first day of the school year, and notification of such return has been given the Superintendent, in writing, by March 1 of the preceding year.
3. If possible, the returning teacher will be returned to the same assignment or an assignment that is agreeable to the teacher. If not, the ultimate assignment shall be based upon vacancies existing at the beginning of the employing school year and the employee's qualifications.
4. Not more than two (2) persons shall be granted leave of absence each year.

H. Sabbatical Leave

1. Eligibility
 - a. A teacher must have served not less than seven (7) consecutive years in the District.
 - b. The teacher must be recommended by the Superintendent.
 - c. The proposed program of study for the year of sabbatical leave must be educationally beneficial to the District.
 - d. The teacher must agree to return to educational work in the District for one full school year following the leave.
 - e. No more than two (2) teachers may be on District sabbatical leave in any one (1) year.
 - f. The District will not grant financial support should the applicant also receive a fully funded state sabbatical leave.
2. Application Procedure
 - a. The teacher must submit an application for sabbatical leave to the Superintendent no later than January 15.
 - b. A detailed plan of proposed professional study while enrolled in an accredited college or university must also be submitted with the application.

- c. The teacher must submit a written recommendation from his/her principal.
- d. The successful applicant must sign a contract which will set forth the terms and conditions of the sabbatical.

3. Benefits: When on District sabbatical, the successful applicant will receive a salary in the amount of one-third of the applicant's contracted salary for the last year prior to the sabbatical. Should the applicant not return, except for medical reasons, to teach a full school year after the sabbatical, he/she must reimburse the District. Salary will be paid to comply with established payroll procedures.

4. The sabbatical leave does not constitute a break in service for sick leave, tenure, and retirement purposes.

5. The teacher on sabbatical leave will furnish proof of full-time enrollment each semester or quarter of the school year.

6. Teachers who have received a sabbatical will not be eligible for a second sabbatical until they have rendered seven consecutive additional years of service.

I. Legal Leave

1. If a teacher misses work because of jury duty, or if a teacher is required by subpoena to give testimony before a judicial tribunal in a proceeding in which the teacher is not a party (i.e., plaintiff, defendant, etc.), the teacher shall be paid his/her normal compensation for any periods of work so missed. Jury duty checks or any financial pay by the court system shall be endorsed over to the District.

2. No teacher is entitled to leave with pay under this section in a situation where the teacher is involved in personal litigation. This exception does not apply if a teacher is sued for acts occurring within the scope of his/her employment.

J. Professional Leave

With the Superintendent's approval, staff may take up to three (3) days to attend a professional conference or to chaperone district students to non-school sponsored competitions or conferences at their own expense. Since these events are not sponsored by the District, no district liability will be incurred and no district forms shall be used.

K. Special Education

In addition to contractually provided planning time, special education professional educators required to conference with parents and write IEPs shall be provided two (2) days per semester per year of released time, for paperwork responsibilities. Leave may be taken in half day increments. Special education professionals shall give at least twenty-four (24) hours of written advance notice to the immediate supervisor of

his/her intention to be absent for leave. Leave days are subject to Administrator approval.

ARTICLE X: GRIEVANCE PROCEDURE

A. Purpose

The purpose of this procedure is to secure, at the lowest possible level, an equitable solution to a grievance which may arise affecting the grievant. Both parties agree that all grievance proceedings shall be closed unless otherwise requested by the teacher. Both parties agree that all parties to a disagreement will attempt initially to solve the problems at the lowest possible administrative level through first and informal communication.

B. Definitions

1. Grievant: shall mean a teacher, group of teachers, or the Association, making the claim.

2. Grievance: shall mean any claim by a grievant that there has been a violation, misinterpretation or misapplication of the terms of this Agreement.

3. Grievance Committee: shall mean a duly constituted committee of the Association.

C. General Conditions

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered a maximum, and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement. If the person(s) designated to hear the grievance is out of town at the time of filing or appeal, the time limit shall start on the date of their return.

2. In the event a grievance is filed which might not be resolved within the time schedule established for grievance procedures before the end of the school year, and that act could result in irreparable harm to a party in interest, the time limits set forth herein will be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as practicable.

3. Prior to initiating a grievance, the grievant will meet with the other party of the disagreement to discuss the matter in an attempt to resolve the conflict.

4. A record shall be kept of each session, approved by both parties, and a copy made available to both parties. A written grievance must be filed within thirty (30) school days of the grievant's knowledge of the occurrence or nonoccurrence of the act(s) or actions upon which the grievance is based. The grievant or his/her representative

shall inform the administrator or the lowest administrative authority capable of resolving the grievance, that a grievance is being initiated.

5. If, in the judgment of the Grievance Committee, a grievance affects a group of teachers, the Grievance Committee may submit such grievance in writing at Level Two and process it through the remaining levels.

6. Decisions rendered at all levels of the grievance procedure will be in writing, setting forth the decision and the reasons therefore, and will be transmitted promptly to all parties in interest and to the Chairperson of the Grievance Committee.

7. To facilitate operation of the grievance procedure, necessary forms for filing, for serving notices, for making appeals, for making reports and recommendations, and other necessary documents will be prepared jointly and distributed by the Board.

8. The parties agree to make available to each other all pertinent non-confidential information in their possession, which is relevant to the issue(s) raised by the grievance.

9. When it is necessary at any level beyond Level One for a grievant or representative designated by the Association, to attend a meeting or a hearing during the school day, the Superintendent shall notify such parties in interest, and they shall be released without loss of pay for such time as their attendance is required at such meetings or hearings.

10. The administration and Board may be represented by a person of their choosing at all levels of the Grievance Procedure.

D. Procedure

1. Level One

a. A grievant may initiate the procedure by filing a written statement of grievance with the immediate supervisor concerned. The date of this action shall be the filing date.

b. The immediate supervisor shall meet with the grievant and anyone accompanying the grievant within seven (7) days of the filing date. This meeting time shall be set by mutual agreement.

c. A representative of the Association and any other person may accompany the grievant at the Level One meeting. The association representative or other person may speak on behalf of the grievant if requested to do so by the grievant.

d. The immediate supervisor shall render his/her decision, in writing, within four (4) days of the Level One meeting.

e. In the event that the immediate supervisor is the Superintendent, the grievance shall be processed according to Level Two procedures.

2. Level Two

a. If the grievant is not satisfied with the disposition of the grievance at Level One or in the event that he/she does not receive notice of its disposition within four (4) days at Level One, he/she may appeal, within fourteen (14) days of the Level One hearing, to the Superintendent.

b. The Superintendent shall, within seven (7) days, contact the parties in interest to establish a time mutually acceptable to the Association and the District for the Level Two hearing. Such hearing shall be held within seven (7) days of the receipt of the notice.

c. The Superintendent shall give a written decision on the grievance within seven (7) days after the hearing.

d. The grievant shall file the grievance in writing with the Grievance Committee at this level of the grievance. The Chairperson of the Grievance Committee, or his/her designee, shall attend all hearings and receive a copy of the written decision.

3. Level Three

a. In the event that the grievant is not satisfied with the disposition of his/her grievance at Level Two, or in the event that he/she did not receive notice of its disposition within seven (7) days in Level Two, the grievant may request the Grievance Committee to appeal the grievance in writing to the Chairman of the Board of Education or his/her designee(s). Such appeal must be within fourteen (14) days of the Level Two hearing.

b. The Board shall meet with the grievant and representative of the Association within seven (7) days.

c. The Board shall render to the teacher a written decision of the grievance within seven (7) days of the hearing and a copy of such decision shall be forwarded immediately to the Chairperson of the Grievance Committee, the Grievant, and the Superintendent.

4. Level Four

a. In the event that the grievant is not satisfied with the disposition of his/her grievance at Level Three, or in the event that he/she does not receive notice of its disposition within seven (7) days of the hearing at Level Three, the Association may request Arbitration within fourteen (14) days of the Level Three hearing.

b. Within seven (7) days of receipt of a request for arbitration the Association and District shall request the American Arbitration Association to submit a list of seven (7) arbitrators. As soon as the list has been received, the parties or their designated representatives shall determine, by coin toss, the order of elimination, and thereafter, each shall, in that order, alternately strike a name from the list, and the seventh (7th) and remaining name shall act as the arbitrator. In the event that the selected arbitrator cannot serve, the last person eliminated shall be asked to serve as arbitrator. The arbitrator shall schedule a hearing on the grievance and after hearing such evidence as the parties' desire to present, shall render a written decision within 45 days.

c. The arbitrator's decision shall set forth its findings of fact, reasoning and decision on the issues submitted. The arbitrator's decision shall be final and binding upon both parties. The decision shall be forwarded immediately to the Board, the grievant, the Association and the Superintendent.

d. The Rules and Procedures of the American Arbitration Association are incorporated into the Agreement by reference.

e. No party shall be entitled to arbitration until the party has completed all the levels herein above set forth in this Article.

f. Expenses incurred by the Arbitrator shall be borne equally by the Board and the Association.

E. Rights of Teachers to Participate

1. No reprisals of any kind shall be taken by the Board or any member of the administration against any party in interest, any member of the Grievance Committee, or any participant in the grievance procedure.

2. Any party in interest may be represented at all stages of the grievance procedure by an Association representative of his/her choosing.

3. At any level, the grievant may present appropriate witnesses and/or documents and have access to counsel. No grievant will be required to discuss any grievance if the Association representative is not present.

ARTICLE XI: IN-SERVICE

A. In-service days and/or time shall be provided for staff development. The Association will have input in planning and implementing in-service days.

B. The District shall work with the Association in planning and implementing professional development in line with District goals.

C. The District will make every effort to provide continuing education opportunities.

ARTICLE XII: TEACHER MENTOR

The District will provide a Teacher Mentor to new staff for one (1) year. An extra duty contract will be provided with defined roles and responsibilities. Administration will make assignments based on grade level, content area, and other considerations. Teacher Mentors will be assigned no more than two (2) mentees per year. Mentors must prepare a report from a district-provided template of their activities each semester with their mentees and submit to their site principal prior to payment of the extra duty contract.

SCHOOL BOARD COMMUNICATION

Title: Approval of Classified Negotiated Agreement

Date: March 11, 2025

Administrator: Jamie Burgess, Superintendent

Attachments: Redline and Final Agreements

Action Needed **For Discussion** **Information** **Other**

BACKGROUND INFORMATION

Negotiations with representatives of NESPA (Nome Education Support Professionals Association) occurred in February, and a contract with minimal changes was agreed upon. The wage schedule was increased by 2%, and adjustments were made to the Job Classifications.

ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of the agreement with NESPA for the term of FY26 to FY28.

Sample Motion: I move to approve the agreement with NESPA for the term of FY26 to FY28.

NEGOTIATED AGREEMENT BETWEEN
NOME CITY SCHOOL DISTRICT BOARD OF EDUCATION
(BOARD)
AND

NOME EDUCATION SUPPORT PROFESSIONALS ASSOCIATION
(NESPA)

July 1, 2022~~5~~ to June 30, 2025~~8~~

Darlene Trigg, President
Nome Public Schools Board of Education

Stacy Kosto, Representative
Nome Education Support Professionals Association

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ARTICLE I- DEFINITIONS

1. Agreement: This document and the provisions contained therein setting forth terms and conditions of employment.
2. Association: is the Nome Education Support Professional Association or NESPA.
3. Association President: The President of the Association or the President's designee.
4. Board: is the school board of the District.
5. Confidential/Exempt employee: An employee who assists and acts in a confidential capacity to a person who formulates, determines, and effectuates management policies.
6. Date of receipt: The date of receipt of hand delivered, registered mail, certified mail or receipt of an email.
7. Day: A calendar day except as may otherwise be specified in the Agreement.
8. District: is the Nome Public School District, Nome City School District, or Nome Public Schools.
9. Extended family: A grandchild, grandparent, aunt, uncle, spouse's parents, brother/sister-in-law, nieces and nephews.
10. Grievance: Shall mean a claim of an alleged violation, including misapplication or misinterpretation, of this agreement by the District.
11. Grievant: shall mean an employee, a group of employees, or the Association filing a grievance.
12. Immediate family: A spouse; father and son or daughter (including step, foster); mother and son, or daughter (including step, foster); brother and sister.
13. Probationary Period: Shall extend for 90 ~~work~~ **calendar** days. A probationary employee may be dismissed at any time during the probationary period at the discretion of the Superintendent for any cause deemed to be adequate.
14. Superintendent: The Superintendent of the District or their designee.

ARTICLE II- RECOGNITION

- A. The Nome Education Support Professional Association (NESPA) is recognized by the Board as the exclusive bargaining agent for the Classified Employees/Education Support Professionals of the District. The following employees are excluded:
1. Management, supervisory and confidential employees - These staff have routine access to files and/or information that could create a conflict in the collective bargaining process. Currently, these job titles are: Business Manager, Facilities Director, Human Resources Manager (formerly Personnel Officer), Board Secretary/Administrative Assistant, IT Director, and IT System Administrator. Additional job titles may be added in the future.
 2. Temporary employees.
- B. This Agreement when ratified by the Board and the Association shall constitute terms of a negotiated contract between the Association and the Board specifying certain provisions for compensation, benefits and working conditions as set forth herein for Classified Employees/Education Support Professionals of the District.

ARTICLE III- AGREEMENT

- A. SCOPE OF AGREEMENT: This Agreement is the sole and complete agreement between the Board and the Association and, as such, it is understood by both parties that no further negotiations concerning this specific agreement shall take place, except by mutual consent, until after January 1 of the fiscal year in which this Agreement terminates for the purpose of negotiating a successor Agreement.
- B. DURATION: This Agreement, and each of its provisions, is binding and effective on the date of ratification by both parties and will be effective from July 1, 2022 to June 30, 2025.
- C. CONFORMITY TO LAW: If any article or part of this Agreement is held to be contrary to law by a court of competent jurisdiction, or if compliance with or enforcement of any Article or part should be restrained by such court, the remainder of the Agreement shall not be affected thereby. The parties to this Agreement will meet within twenty (20) days of such holding to resolve the original intent within the parameters established by law. Any resolution agreed to by the parties will be signed and shall become addendum to this Agreement.

ARTICLE IV- NEGOTIATIONS

- A. PROCEDURE
1. Negotiations may be requested by either party on wages, hours, and working conditions with such request being made between January 1 and March 15 of the school year during which the Agreement expires. Said notice shall be deemed to have been given when presented in writing and post marked by March 15 by return receipt requested or hand delivered from the Board President to the

Association President or from the Association President to the Board President or emailed between parties. If neither party gives written notice within the period specified, the expiration date of this agreement shall automatically be extended one (1) year.

2. The first meeting shall be held within twenty School (20) days after the receipt of the negotiations request at a place and time mutually acceptable by both parties. At this first meeting, ground rules will be established. Ground rules shall include the bargaining model to be used. A collaborative model may be selected. If traditional bargaining is selected at this meeting each side has twenty (20) days to submit its proposals to the other party.

B. NEGOTIATING TEAMS

1. A minimum of two (2) and no more than five (5) designated representatives of the Board will meet with a minimum of two (2) and no more than five (5) representatives of the Association for purposes of negotiation. Neither party will attempt to exert any control over the other's selection of its representatives.
2. The negotiations will be open unless both parties mutually agree to close the sessions. Consultants may be used as recognized experts to address a specific proposal or item under consideration by the parties.

C. MEDIATION: Mediation shall be conducted as provided by State Statutes (AS 23.40.190).

D. RATIFICATION: The Agreement will be ratified when a majority of both the Board and Association have voted to accept the Tentative Agreement.

ARTICLE V- ASSOCIATION RIGHTS

A. MEMBERSHIP PAYROLL DEDUCTIONS: The District shall deduct Association member dues for those employees requesting payroll deductions, beginning October 15th of each year in equal installments for pay periods through May 31st of the same school year.

Upon submission of an initial payroll deduction authorization form, payroll deductions of dues shall continue from year-to-year unless the Association member terminates, notifies the Association of a change in membership status, or submits a notice to the District rescinding his or her request for payroll deduction. The Association President shall inform the District in writing by September 15 of each year of the amount of annual dues to be deducted, and provide a copy of dues withdrawal authorizations for each new employee.

B. COMMUNICATION: The District will make available to the Association President a copy of the forthcoming Board meeting agenda and public information packet.

- C. USE OF SCHOOL FACILITIES: The Association may have the privilege to use school meeting facilities at reasonable times (e.g., outside the work day and lunch) when not otherwise needed for District or school use. No such meeting will be held which requires employees to leave their duty stations prior to the end of the normal working day. The Association shall pay for the reasonable cost of all charges to the District incident to such use. The administrator of the building in question shall be notified no less than twenty-four (24) hours in advance of the time and place of all meetings. The Association shall be permitted to post notices and other materials in places designated by the District for such purposes in school facilities.
- D. EQUIPMENT: The Association will be granted the use of the business machines of the District at reasonable times (e.g., outside the work day and lunch) when such equipment is not otherwise in use, provided, however, that the use of the school administrator's computer, and any computers or other equipment located in administrator offices shall not be permitted. The Association shall furnish paper and supplies related to such use, and shall pay the cost of all phone, fax, or other charges incident to such use at the time of use.
- E. MAIL: The Association shall have the right to post notices of activities and matters of Association concern in areas designated by the District for such purposes in each building or facility to which bargaining unit members are assigned. The Association shall have the right to use the inter-district mail system and mailboxes where available at each school. The District shall not be responsible for distribution of Association communications, or liable for any loss, damage or delay related to use of the mail system or mailboxes. All Association communications shall be clearly labeled as such and shall be distributed by an Association representative outside of working hours. The Association shall be responsible for any postage or other costs incident to such use.
- F. ASSOCIATION LEAVE: The Association shall be entitled to a total of five (5) days per calendar year of paid Association leave for its members. Association leave will be used at the discretion of the Association for members to attend official NEA-AK or NEA functions and training. In a negotiation year, additional days may be provided by mutual consent between the District and the Association for participating in negotiation sessions during the work day. Forty-eight hours written notice of the need for leave shall be given to the employee's immediate supervisor for approval.
- G. POLICY MANUAL: The District shall notify the association of any proposed changes to the Classified Employees' Policy Manual prior to action by the Board. The Classified Employees' Association shall have the right to review the changes which deal with Classified Employees policy. The District shall make a policy manual available for review by classified personnel at the employee's request during the regular working hours.

ARTICLE VI—GENERAL WORKING CONDITIONS

- A. VOLUNTEER TIME: Classified Employees who have successfully completed the probationary period will be allowed to volunteer in the schools or in a school age child

related activity up to four (4) hours per month, with pay. This will not interfere with the employee's workload and will be at the discretion of the immediate supervisor. This leave must be requested in writing and absences documented accordingly on the employee's time sheet.

- B. CALL OUT: When an employee is called back to work after the completion of a regular shift, the employee shall be paid for such hours worked at the appropriate overtime rate. If the employee is called back to work, the employee is entitled to a minimum of two (2) hours pay at the appropriate overtime rate. If the hours worked exceed two (2) hours, the employee shall be entitled to overtime pay for all such hours worked.
- C. PAY PERIODS: Classified payroll shall be semi-monthly with the pay periods to be first to fifteenth and sixteenth to month end. Paydays are the last business day on or preceding the 15th of the month and the last business day of the month. Under this system there will be approximately a two-week delay between submission of time sheets and distribution of paychecks. Time sheets will be due the first business day following the end of each pay period.
- D. PHYSICAL/PSYCHOLOGICAL EXAMINATION: All Classified personnel are required to file medical examination forms according to Alaska State Statute 14.30.075 and School Board Policy 4212.4. The District may require a physical or other examination at any time. The District will reimburse the employee for the basic required physical or psychological examination upon receipt of a reimbursement request, which shall have attached proof of payment. Costs in excess of Norton Sound Health Corporation basic charges will not be reimbursed. At the Superintendent's discretion, a classified employee whose normal employment does not put them in direct contact with school children may be exempt from the physical examination requirement of this section.
- E. JOB DESCRIPTIONS: The District shall prepare job descriptions for all positions. A current copy of all job descriptions within the bargaining unit will be provided to the Association upon request.
- F. OVERTIME AND SHIFT DIFFERENTIAL:
 - 1. SHIFT DIFFERENTIAL: All employees whose workday starts at the beginning of or during a scheduled swing shift between the hours of 4:00 p.m. and 11:00 p.m. are entitled to an additional sixty (60) cents per hour for all hours worked in each such shift. All employees whose workday starts at the beginning of or during a scheduled graveyard shift between the hours of 11:00 p.m. and 4:00 a.m. are entitled to an additional eighty (80) cents per hour for all hours worked in each such shift.

2. OVERTIME: All overtime, holiday work, and shift differential time must be pre-approved by supervisor. Overtime will be calculated based on hours worked. Hours worked per day that exceed 8 hours will be subject to overtime. Hours worked per week that exceed 37.5 hours will be subject to overtime. Holidays and paid leave will be excluded from overtime calculations.

G. LONGEVITY BONUS: Classified employees of the District shall accrue Longevity bonus benefits equal to two (2) days for each calendar year of service to the District. Only employees with five (5) or more years of continuous service will be eligible to receive this payment. Upon completion of five (5) years continuous service, payment will be made on the December 15 immediately following and each December 15 thereafter as long as continuous service remains. The maximum payment of \$5000 will remain in place for the first year. Payment will be subject to all required state and federal withholdings.

Longevity Bonus Calculation Example:

An employee has a hire date of January 3, 2012 and has continuous service with the District. This employee obtains 5 years of service on January 3, 2017. On December 15, 2017 this employee qualifies for Longevity Bonus payment of 10 days wages (5 years total continuous service multiplied by 2 days for each year) at their current daily rate, up to a maximum of \$5,000. The following year on December 15, 2018, this same employee would qualify to receive a longevity bonus payment of 2 days wages for the additional year of work from January 3, 2017 through January 3, 2018; the following year on December 15, 2019, he or she will be entitled to receive a longevity bonus payment of 2 days wages for the additional year of work from January 3, 2018 to January 3, 2019, and so on and so forth. Longevity bonus payments are not compounded.

H. WELLNESS:

1. A classified employee and his/her immediate family may use the equivalent of a 90-punch pool pass per year.
2. To further promote wellness the District agrees to provide use of school gym and weight room facilities for wellness activities for classified employee and their immediate families. No family member may access school facilities without the supervision of the classified employee.
3. The activities in the schools must be pre-approved by the site administrator and scheduled through the appropriate person for each school.
4. The employees agree to follow the established building use procedures which include restoring the environment and securing the building, and to post a classified employee use schedule in the classified employee's workroom to encourage others to join in their activities.
5. The privilege may be revoked for those users not in compliance with the procedures.

- I. **MILEAGE REIMBURSEMENT:** Mileage shall be reimbursed at the current IRS rate per mile for those employees using personal vehicles for district business.
- J. **SCHOOL CLOSURE:** In the event of a school closure, Classified Employees will follow the appropriate procedure listed below:
1. If the school is closed for the whole day, and the day is forgiven by the Department of Education, Classified Employees will receive full pay for that day without having to make it up or take leave.
 2. If school is closed for the whole day and that day is to be made up, Classified Employees must either make up the day or take leave. If the make-up day is only a minimum day, a Classified Employee will receive a full day pay or be docked a full day leave dependent on whether or not they work on the make-up day.
 3. If the school closure is for a partial day (either a late start or early dismissal has been ordered) the Classified Employee is required to work only those hours school is in session but will receive a full day pay.
 4. If the school closure is designated as a Remote Learning Day, the Classified Employee will follow the District's Remote Learning Procedure per notification to/discussion with their direct supervisor.
 5. Since most school closures occur because of weather or some mechanical failure of the heating system or other life/comfort support system, Maintenance Personnel are required to be at their work stations to remove snow, open fire lanes or to restore mechanical systems. The language contained in the SCHOOL CLOSURE section will be applied, or not applied, to the Maintenance Personnel on a case-by-case basis.
- K. **EVALUATIONS:** Employees will be evaluated annually by their supervisor of Record, as designated by the Superintendent or his/her designee. Employees will have five working days to respond to an evaluation in writing. No written response will be a representation of agreement with the evaluation. The written responses to an evaluation will be placed in the Employee's personnel file with the evaluation.
- L. **PERSONNEL FILES:** An employee (or designee with the employee's written authorization) may inspect his or her permanent personnel file by appointment and, upon request, will be provided one (1) copy of said contents. Personnel file review must take place in the presence of the personnel file custodian. Any materials placed in the personnel file which is derogatory to an employee's conduct, character, or personality, shall be filed with documentation reflecting that the employee has had the opportunity to read and initial

the material. The employee shall have the right to make a written statement relative to the derogatory materials placed in the file within five (5) workdays of receiving notice of the derogatory material. Any such written statement will be placed in the file with the derogatory material.

ARTICLE VII—DISCIPLINE

- A. JUST CAUSE: The District may discipline for just cause as described in Board Policy 4218. The grounds for disciplinary action will be presented to the employee in accordance with Board Policy.
- B. RESPONSE TO DISCIPLINE: Any Classified Employee who takes exception to a written disciplinary action may submit a written response to the District’s Human Resources Manager, with a copy to his/her immediate supervisor, within five (5) work days, which will be placed in the bargaining unit member's personnel file, together with a copy of the written disciplinary action issued by the administration. A bargaining unit member who files an exception shall not be precluded from also seeking resolution through the grievance procedure.

ARTICLE VIII—LEAVE AND HOLIDAYS

- A. PAID HOLIDAYS: For those employees required by their supervisor to work on any holiday recognized by the Board as a legal holiday he/she will be paid at their normal rate of pay and shall be compensated at the overtime rate for the actual hours worked. Employees must be in a pay status (not leave without pay) the work day before and the work day after a holiday in order to receive holiday pay. The paid legal holidays are:
 - 1. New Year's Day
 - 2. Memorial Day
 - 3. Independence Day
 - 4. Labor Day
 - 5. Thanksgiving Day
 - 6. Day after Thanksgiving Day
 - 7. Christmas Eve Day
 - 8. Christmas Day.
- B. PERSONAL LEAVE: Personal Leave with pay consisting of up to three (3) days per year will be granted to a permanent seasonal (school term) Classified Employee. Part-time permanent seasonal (school term) employees will receive a pro-rated personal leave amount based on their hours per day. For those employees hired after the start of the school year, personal leave will be pro-rated. Personal leave shall be limited to no more than ten (10) days accumulation. Personal leave will be paid only to employees filling a permanent seasonal position. Application for personal leave is made to and granted by the Superintendent. Unused personal leave at termination of employment has no cash value. Leave Without Pay is unavailable while employees have a Personal Leave balance.

- C. ANNUAL LEAVE -- PERMANENT FULL-TIME EMPLOYEES: Permanent full-time twelve (12) month Employees of the District shall accrue one and one-half (1 ½) days paid annual leave per month worked for the first twenty-four months of employment. Following an employee's second anniversary of employment with the District, the accrual rate shall be adjusted to credit an additional leave day for the year. This schedule of increasing the accrual rate for annual leave shall continue until the employee accrues a maximum of thirty (30) days of annual leave per year. Annual leave shall only accrue for periods when the employee is on pay status and will be pro-rated accordingly. Leave Without Pay is unavailable while employees have an Annual Leave balance.

~~Notwithstanding the foregoing, Classified Employees who, as of July 1, 2018 had accrued 25 days of annual leave shall remain at that level of leave accrual until they reach ten years of service, at which time the employee's leave will be calculated as set forth above. Example, an employee who was entitled to 25 days of leave as a five-year employee as of July 1, 2018, will continue at that level of leave accrual until he or she reaches ten years of service, at which time that employee's leave accrual will increase to 26 days. Employees who had accrued 28 days of annual leave as of July 01, 2018, shall remain at that level of leave accrual until they reach thirteen years of service, at which time the employee's leave accrual shall increase at the above rate. Employees who had accrued 34 days of annual leave as of July 1, 2018 will be allowed to continue.~~

Except in the case of emergencies, an employee must provide a minimum of twenty-four (24) hours notice of a desire to take annual leave to his or her supervisor in charge of approving leave as determined by the District. The employee may take leave at times mutually agreed upon between the employee and his/her supervisor. Should a supervisor deny a request for annual leave that is made at least one (1) week in advance of the requested leave, the employee, if he/she so desires, may appeal the supervisor's denial to the next highest authority in the District. Such appeal procedure shall end at the Superintendent level.

1. There shall be no accrual of annual leave during any monthly pay period during which an employee is absent without approved leave.
2. Accrued leave will not be available for use until the classified employee has successfully completed his/her (90) ninety-day probationary period.
3. An employee appointed for a position of a temporary nature (duration of fewer than twelve (12) consecutive months) or appointed for a part-time position shall not accrue leave credit.
4. Each department head shall establish such policies and procedures as are necessary in the school to assure that all employees are able to schedule and take accrued annual leave.

5. Each employee shall take at least 1/2 of their annual accrual during each fiscal period beginning July 1 and ending June 30. It is the responsibility of each department head to assure that each employee is given the opportunity to use this leave.
6. Any employee provided the opportunity to use at least 1/2 of their annual accrual and who does not use this leave, shall have the unused portion deducted from the employee's leave balance.
7. Annual leave accrued but not used, shall accumulate to a maximum of not more than sixty (60) days on July 1 of any calendar year. Unused leave in excess of the maximum at the close of business on July 2 of any calendar year shall be cancelled.
8. Employees who have in excess of twenty (20) days of annual leave shall, upon written request to the superintendent, receive payment for accrued but unused annual leave up to a maximum of fourteen (14) days in any calendar year. Additional days may be granted in demonstrated hardship cases. The employee's leave balance shall be reduced by the number of days for which payment is made. Such withdrawal shall not eliminate the employee's obligation to use 1/2 of their annual accrual leave per calendar year, nor shall the days withdrawn take the place of the days of annual leave, which the employees are required to take. If the employee does not request annual leave or chooses to not take the mandatory leave, the untaken portion of 1/2 of their accrued mandatory leave required in item #5 will be deducted from the leave balance without payment.
9. The maximum payment amount of annual leave that may be cashed out upon termination, resignation, or retirement is \$10,000. ~~Employees hired prior to July 1, 2003 and with annual leave accrual amounts in excess of \$10,000 as of June 30, 2003, shall be capped at their June 30, 2003 annual leave accrued dollar amount.~~ Payment will be made upon termination, based on the employee's current annual leave balance, in an amount not to exceed \$10,000. ~~or the amount established on June 30, 2003, whichever is greater.~~
10. Request for use of Annual Leave of (3) three days or less requires (48) forty-eight hours notice for approval. Request for use of more than (3) three days of annual leave requires (2) two weeks notice for approval. In case of emergency, exceptions to both may apply.

D. SICK LEAVE: Permanent Full-time, Permanent Part-Time, & Seasonal Full-time, & Seasonal Part-Time employees are entitled to paid sick leave benefits. Sick leave is accrued each pay period as follows:

- i. Employees normally working 7.5 hours per day will accrue five (5) hours of sick leave per pay period.
 - ii. Employees normally working 7.0 hours per day will accrue 4.65 hours of sick leave per pay period.
 - iii. Employees normally working 6.5 hours per day will accrue 4.35 hours of sick leave per pay period.
 - iv. Employees normally working 6.0 hours per day will accrue 4.0 hours of sick leave per pay period.
 - v. Employees normally working any other hours per day will accrue sick leave at the rate of 0.066 hours per hour worked.
1. Sick leave will accrue from the first (1st) day of employment.
 2. Sick leave may be used when the employee is required to be absent from work due to the employee or the employee's immediate family member residing in the employee's household and for necessary medical, dental, audio, vision, and mental health examinations for the employee or immediate family member residing in the employee's household that cannot be scheduled outside of regular working hours. Elective medical treatment that can be scheduled during vacations or when school is out for the summer without substantial detriment to the employee, shall not be eligible for sick leave. If the employee's absence exceeds three (3) consecutive days, a physician's statement may be required.
 3. Each year, employees with a minimum of twenty (20) days of accrued sick leave as of May 15 may exercise an option to be paid for up to fifteen (15) days at 50 % of the employee's current wage rate. The employee's sick leave balance after the cash out shall not go below ten (10) days. Requests for sick leave cash out must be made in writing to payroll. Payments will be made on or before June 30. Employees electing to cash out sick leave will be limited in their access to the sick leave bank to the limit of SLB allowances less any sick leave days cashed out in the previous four years.

~~Effective July 1, 2003, the full sick leave cash out option was eliminated. Only individuals employed at the close of business on June 30, 2003 who had a sick leave balance of 240 or more hours will be eligible for this payment. The maximum payment is capped at the employee's June 30, 2003 accrued dollar amount. Payment will be made upon termination based on the employee's current sick leave balance, in an amount not to exceed the amount established on June 30, 2003. The employee must request this payment in writing to payroll.~~

4. Bereavement Leave: Bereavement leave may be used by an employee in the case of death or serious illness in the immediate or extended family. The leave used shall be charged to the employee's sick leave balance and is limited to five (5) days. It shall further be provided that if the circumstances of death or serious illness in the

immediate or extended family requires travel outside the City of Nome, two (2) additional days shall be allowed.

ARTICLE IX—TRAINING

- A. EDUCATION ASSISTANCE: To the extent possible and dependent on available funding the District will pay for training required to meet state and federal requirements.

ARTICLE X—INSURANCE

- A. LIFE INSURANCE: The District will provide 100% premiums for permanent full-time and permanent seasonal employees for life insurance at the current level of \$10,000 and \$20,000 accidental death. Part-time permanent and seasonal employees are not eligible for life insurance.
- B. HEALTH INSURANCE: Health insurance premiums for permanent full-time and permanent/seasonal employees will be paid for by the District. Eighty-five percent (85%) of insurance premiums shall be paid by the District. Fifteen percent (15%) of the premiums shall be paid by the employee. The District shall not be responsible for any additional costs associated with an employee's election of coverage beyond the percentage split identified above. If a committee is formed to review District Employee Health Plans, a Classified Employee representative will be given an opportunity to participate.

Health insurance premiums for part-time permanent/seasonal employees will be paid for by the District. Employees must work at least 30 hours/week to be eligible for health insurance. The District will pay 85% of the total premium, while the employee is responsible for 15% of the premium.

ARTICLE XI-- HIRING PRACTICES

- A. JOB POSTINGS: Job postings will be done in District for (5) workdays prior to advertising outside the District. Permanent classified employees may be promoted to fill a vacant position if the position is at a higher range than that currently held by the employee.
- B. SUBSTITUTE EMPLOYMENT: The District will recognize classified employees that cover/substitute for another classified employee in a higher range for more than twenty (20) work days shall be paid at the higher rate for the specified time. This will be addressed on a case-by-case basis.
- C. REDUCTION IN CLASSIFIED STAFF WORK FORCE: When applicable, seniority shall be taken into consideration when conducting layoffs.
- D. REHIRE AFTER LAYOFF: Any Classified Employee who has been laid off by the District shall be placed on a rehire list for a period of one year from the effective date of layoff. Notification of open bargaining unit positions shall be given to individuals on the rehire list by email or mail at the address on file with the District at the time of layoff, at

least five (5) calendar days before the position is publicly posted. In the event an employee applies for the position of which they were notified under this section, salary placement shall be based upon applicable job experience and qualifications for the position.

ARTICLE XII—GRIEVANCE PROCEDURE

A. GENERAL PROVISIONS

1. The grievant shall be entitled to be represented at all levels of the grievance procedure.
2. An initial grievance shall be in writing, shall set forth with reasonable specificity the facts of the grievance, shall identify the provision(s) of the Agreement alleged to have been violated, shall state the specific redress sought and shall be signed by the grievant.
3. The initial grievance shall be delivered to the grievant's immediate supervisor not later than twenty (20) days from the date that the grievant knew or should have known of the alleged violation.
4. The District shall not be obligated to accept, hear, render a decision upon, or provide any redress regarding a grievance not pursued in accordance with the provisions of this Article.
5. Except as otherwise may be provided in this Article, the Association, the District and any of the party shall each bear all of their own respective costs relative to their performance under this Article.

B. PROCEDURE

1. Level One: Immediate Supervisor

Upon receipt of an initial grievance as provided under section A.2. above, the supervisor shall schedule a hearing to be held within five (5) regular workdays after receipt and shall notify the grievant not less than forty-eight (48) hours in advance as to the time and place of the hearing. The hearing decision shall be delivered within five (5) days after the date of hearing.

Appeal: The grievant may deliver an appeal through the Superintendent to level two within fourteen (14) days after the date of the hearing.

2. Level Two: Superintendent

Upon receipt of an initial grievance as provided under section A.2. above or an appeal as provided under C.1. above, the Superintendent shall schedule a hearing to be held within fifteen (15) days after receipt and shall notify the grievant not less than seventy-two (72) hours in advance as to the time and place of the hearing. The hearing decision shall be delivered within ten (10) days after the date of the hearing.

Appeal: The grievant may deliver an appeal through the Superintendent to level three within twenty (20) days after the date of the hearing.

3. Level Three: School Board

Within five (5) days after receipt of the Level Three Appeal, the Superintendent shall deliver the appeal to the Board President. The Board President shall schedule a hearing to be held within fifteen (15) days after receipt and shall notify the grievant not less than seventy-two (72) hours in advance to the time and place of the hearing. The hearing decision shall be delivered within ten (10) days after the date of the hearing.

Appeal: The grievant may deliver an appeal through the Superintendent to Level Four within twenty (20) days after the date of the hearing.

4. Level Four: Binding Arbitration

Within five (5) days of the Level Four appeal, the Association shall deliver a request to the American Arbitration Association (AAA) to furnish a list of seven (7) available arbitrators. Within five (5) days after receipt of the list, the Superintendent and Association President shall meet, and after the flip of a coin to determine who shall be first, shall alternately strike names from the list until one (1) remains who shall be the arbitrator. If the arbitrator so selected is unable to serve, a second list will be ordered from AAA and the process repeated.

Schedule: The arbitration hearing shall be within sixty (60) days after the date of the selection of the arbitrator. The grievant and the Superintendent shall be notified not later than twenty (20) days in advance as to the time and place of the hearing.

5. Introduction of New Evidence - No new witnesses, testimony, or other evidence may be introduced at Level Three unless the Superintendent receives from the Association President, or vice versa, not less than ten (10) days prior to the hearing, written notice of the names of any new witnesses, the substance of any new testimony or other evidence, and copies of any new documents to be introduced. However, such notice shall not be required for rebuttal witnesses and evidence.

6. Rules - Except as may otherwise be specified under this Article, arbitration shall be conducted under the existing voluntary labor arbitration rules of the American Arbitration Association.
7. Decision - The arbitrator shall deliver the written decision to the Superintendent and the Association President within forty-five (45) days after the close of the hearing. The arbitrator shall make no decision that is contrary to Alaska law or this Agreement, nor shall the arbitrator have the authority to add to, subtract from, disregard, alter, or modify any provisions of this Agreement. Furthermore, the arbitrator shall not have the power to change any practice, policy, or rule of the District nor to substitute the arbitrator's judgment for that of the District as to the reasonableness or appropriateness of such practice, policy, or rule except as it may directly pertain to the specific grievance. In an award with a retroactive effect, the award may not have effect beyond the beginning of the contract year during which the grievance was filed. In rendering the decision, the arbitrator shall give due regard to the rights, powers, and responsibilities of the District under law and this Agreement and to the rights and privileges extended to the employees and the Association under law and this Agreement.
8. Restriction on Appeal - The decision of the arbitrator shall be final and binding upon the parties and no appeal may be taken except under the express provisions of Alaska law for appeals of arbitration decisions.
9. Expenses - The expense of acquiring the list of arbitrators, as provided in section B.4 above and the expenses charged by the arbitrator shall be borne equally by the District and the Association.

ARTICLE XIII—WAGES AND CLASSIFICATION

A. GENERAL PROVISIONS:

1. New hires shall be placed on the wage range designated for the job description into which they have been hired.
2. Step placement shall be made by the hiring supervisor, with the approval of the Superintendent. The placement must be based on the employee's skills and qualifications, as documented by the employee's skills and qualifications, as documented by the employee's application materials and explained on the Request to Hire form.
3. Employees being transferred or promoted to a different job description shall be moved to the wage range of the new position; step placement shall be determined by the hiring supervisor, per #2 above.
4. Salaried exempt positions shall be given an employee contract, which notes the exempt status and any other terms unique to that position. These positions will also be tied to the wage schedule, for purposes of annual wage increases, with the

exception of the Business Manager, **Technology Director**, Facilities Director, and Personnel Officer positions.

5. Employees may be considered for promotion to a higher level job description (example: Custodian I to Custodian II), either when a person in that higher job description is needed and a staff member with exceptional performance has been identified, or when exceptional performance indicates that an employee is fulfilling the duties of the higher job description. Step placement shall be made by the hiring supervisor, with the approval of the Superintendent.

B. **JOB CLASSIFICATIONS/RANGE PLACEMENT.** The following Placement Schedule is subject to administrative review and change.

RANGE A

Tutor
Cook I
Custodian I
Temporary Maintenance Laborer (less than 6 months)

RANGE B

Cook II -Lead Cook
Secretary I
Purchasing and Inventory Clerk

RANGE C

Secretary II
Custodian II-Lead Custodian
Bilingual Instructor
~~Special Education Administrative Assistant~~
Teacher Aide (**non-Special Education**)

RANGE D

Behavior Specialist
Title I Aide
~~Systems~~ **Maintenance** Technician I
Special Education Paraprofessional * **Stipend awarded for assignment to high needs student**
~~Assistant Librarian~~ **Library Aide**
Cook II/Food Service Manager (non-supervisory)

RANGE E

Secretary III
~~Systems~~ **Maintenance** Technician II
Special Education Administrative Assistant
~~Technology Aide~~
~~District Office~~ **Executive** Administrative Assistant

RANGE F

~~Systems~~ **Maintenance** Technician III

RANGE G

AP/Purchasing Specialist

RANGE H

Maintenance Systems Foreman (non-supervisory)
 Payroll Clerk
 RANGE I
 Technology Specialist
 Program Coordinator I
 Assistant Business Manager
 RANGE J
 Program Coordinator II
 RANGE K
 Social Worker
 Information Technology Systems Administrator

Business Manager, Facilities Director, Human Resources Manager, Technology Director, IT Sys Admin are negotiated contract/exempt.

C. WAGE SCHEDULES

Range	Step-1	Step-2	Step-3	Step-4	Step-5	Step-6	Step-7	Step-8	Step-9	Step-10	Step-11	Step-12
A	17.83	18.60	19.36	20.11	20.88	21.64	22.39	23.15	23.92	24.67	25.43	26.20
B	19.08	19.90	20.72	21.52	22.34	23.15	23.97	24.79	25.59	26.41	27.22	28.04
C	20.41	21.28	22.15	23.02	23.88	24.74	25.61	26.48	27.35	28.22	29.09	29.96
D	21.84	22.77	23.71	24.64	25.57	26.50	27.44	28.37	29.30	30.24	31.18	32.11
E	23.37	24.37	25.37	26.36	27.36	28.36	29.36	30.36	31.36	32.35	33.35	34.35
F	25.07	26.15	27.22	28.29	29.37	30.44	31.52	32.60	33.67	34.74	35.82	36.89
G	26.85	28.01	29.15	30.31	31.45	32.61	33.75	34.91	36.05	37.21	38.35	39.50
H	28.79	30.04	31.29	32.54	33.78	35.03	36.28	37.53	38.77	40.02	41.27	42.52
I	30.84	32.14	33.44	34.74	36.04	37.34	38.65	39.95	41.25	42.56	43.86	45.15
J	32.89	34.20	35.50	36.80	38.11	39.41	40.71	42.01	43.31	44.61	45.92	47.22
K	35.06	36.37	37.67	38.97	40.28	41.57	42.87	44.18	45.48	46.78	48.09	49.39

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
A	18.19	18.97	19.75	20.51	21.30	22.07	22.84	23.61	24.40	25.16	25.94	26.72
B	19.46	20.30	21.13	21.95	22.79	23.61	24.45	25.29	26.10	26.94	27.76	28.60

C	20.82	21.71	22.59	23.48	24.36	25.23	26.12	27.01	27.90	28.78	29.67	30.56
D	22.28	23.23	24.18	25.13	26.08	27.03	27.99	28.94	29.89	30.84	31.80	32.75
E	23.84	24.86	25.88	26.89	27.91	28.93	29.95	30.97	31.99	33.00	34.02	35.04
F	25.57	26.67	27.76	28.86	29.96	31.05	32.15	33.25	34.34	35.43	36.54	37.63
G	27.39	28.57	29.73	30.92	32.08	33.26	34.43	35.61	36.77	37.95	39.12	40.29
H	29.37	30.64	31.92	33.19	34.46	35.73	37.01	38.28	39.55	40.82	42.10	43.37
I	31.46	32.78	34.11	35.43	36.76	38.09	39.42	40.75	42.08	43.41	44.74	46.05
J	33.55	34.88	36.21	37.54	38.87	40.20	41.52	42.85	44.18	45.50	46.84	48.16
K	35.76	37.10	38.42	39.75	41.09	42.40	43.73	45.06	46.39	47.72	49.05	50.38

~~Beginning in Fiscal Year (FY) 2020 (FY20) School Year (SY) 19-20 (SY19-20) — After Employees receive pay at Step 12 for a full year they shall receive a one percent (1%) increase to their hourly wage. This one percent (1%) increase shall occur annually thereafter.~~

~~Example 1: an employee who received Range D, Step 12 with hourly pay of \$31.40 for the entire year preceding SY19-20 shall receive the one percent (1%) increase and an hourly wage of \$31.71 effective the beginning of SY19-20.~~

~~Example 2: an employee began receiving Range D, Step 12 with hourly pay of \$31.40 on 01 April 2019. This employee shall receive the one percent (1%) increase and an hourly wage of \$31.71 beginning 01 April 2020.~~

The District shall pay a Rural Differential Stipend on May 31st for each identified FY below. The District shall distribute this benefit equally amongst all classified staff who are employed for the entire school year. Employees must receive paychecks for the entire SY, as appropriate for their job classification, to qualify for this benefit. Employees who begin their employment after the first student day of School will not qualify for this stipend until the next SY. Employees who work less than 30 hours/week are eligible for a ½ share of the stipend, providing they meet all other criteria to qualify. The Rural Differential Stipend payments are subject to retirement (PERS eligible) and shall count towards retirement calculations. The schedule for the Rural Differential Stipend for each FY / SY is:

~~FY23/SY22-23~~ ~~FY26/SY25-26~~- \$35,000

~~FY24/SY23-24~~ ~~FY27/SY26-27~~- \$30,000

~~FY25/SY24-25~~ ~~FY28/SY27-28~~- \$30,000

The Rural Differential Stipend payments provided for herein are for the term of this contract only and will

not become part of the status quo in the event a successor agreement is not ratified by June 30, 2025~~8~~.

Nome Public Schools
Classified Employees
Sick Leave Bank Guidelines

1. Initial membership in the bank shall be established by an initial investment of one day.
2. Days shall be invested on a non-refundable basis by voluntary action of any employee covered by this agreement who wishes to participate in the sick leave bank. The one-day deduction for membership to the bank will not be made until the participant has successfully completed probation (90 days from date of hire).
3. Deadline for admission into the bank shall be 30 days from the end of the probationary period.
4. When the accumulated balance of days in the bank falls below a figure equal to half the number of participants in the bank, each member shall automatically donate one additional day.
5. Participants in the bank shall be eligible to draw from the bank not more than twice the number of days of sick leave the employee has accumulated at the beginning of the school year of the illness up to a maximum of 25 days.
6. The sick leave records of an employee requesting days from the bank will be reviewed by the sick leave bank committee.
7. Participant's sick leave, personal leave, and annual leave balances must be exhausted before use of sick leave bank benefits start.
8. Sick leave bank days are available only for serious/catastrophic illnesses and injuries. Planned surgical procedures are not eligible. Normal pregnancies or maternity leave are not eligible for sick leave bank benefits.
9. A committee of three members representing the Association shall administer the bank.
10. Applications to withdraw days shall be submitted through payroll.
11. Forms and procedures shall be distributed by the Business Office.

NEGOTIATED AGREEMENT BETWEEN
NOME CITY SCHOOL DISTRICT BOARD OF EDUCATION
(BOARD)

AND

NOME EDUCATION SUPPORT PROFESSIONALS ASSOCIATION
(NESPA)

July 1, 2025 to June 30, 2028

Darlene Trigg, President
Nome Public Schools Board of Education

Stacy Kosto, Representative
Nome Education Support Professionals Association

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ARTICLE I- DEFINITIONS

1. Agreement: This document and the provisions contained therein setting forth terms and conditions of employment.
2. Association: is the Nome Education Support Professional Association or NESPA.
3. Association President: The President of the Association or the President's designee.
4. Board: is the school board of the District.
5. Confidential/Exempt employee: An employee who assists and acts in a confidential capacity to a person who formulates, determines, and effectuates management policies.
6. Date of receipt: The date of receipt of hand delivered, registered mail, certified mail or receipt of an email.
7. Day: A calendar day except as may otherwise be specified in the Agreement.
8. District: is the Nome Public School District, Nome City School District, or Nome Public Schools.
9. Extended family: A grandchild, grandparent, aunt, uncle, spouse's parents, brother/sister-in-law, nieces and nephews.
10. Grievance: Shall mean a claim of an alleged violation, including misapplication or misinterpretation, of this agreement by the District.
11. Grievant: shall mean an employee, a group of employees, or the Association filing a grievance.
12. Immediate family: A spouse; father and son or daughter (including step, foster); mother and son, or daughter (including step, foster); brother and sister.
13. Probationary Period: Shall extend for 90 ~~work~~ calendar days. A probationary employee may be dismissed at any time during the probationary period at the discretion of the Superintendent for any cause deemed to be adequate.
14. Superintendent: The Superintendent of the District or their designee.

ARTICLE II- RECOGNITION

- A. The Nome Education Support Professional Association (NESPA) is recognized by the Board as the exclusive bargaining agent for the Classified Employees/Education Support Professionals of the District. The following employees are excluded:
1. Management, supervisory and confidential employees - These staff have routine access to files and/or information that could create a conflict in the collective bargaining process. Currently, these job titles are: Business Manager, Facilities Director, Human Resources Manager (formerly Personnel Officer), Board Secretary/Administrative Assistant, IT Director, and IT System Administrator. Additional job titles may be added in the future.
 2. Temporary employees.
- B. This Agreement when ratified by the Board and the Association shall constitute terms of a negotiated contract between the Association and the Board specifying certain provisions for compensation, benefits and working conditions as set forth herein for Classified Employees/Education Support Professionals of the District.

ARTICLE III- AGREEMENT

- A. SCOPE OF AGREEMENT: This Agreement is the sole and complete agreement between the Board and the Association and, as such, it is understood by both parties that no further negotiations concerning this specific agreement shall take place, except by mutual consent, until after January 1 of the fiscal year in which this Agreement terminates for the purpose of negotiating a successor Agreement.
- B. DURATION: This Agreement, and each of its provisions, is binding and effective on the date of ratification by both parties and will be effective from July 1, 2022 to June 30, 2025.
- C. CONFORMITY TO LAW: If any article or part of this Agreement is held to be contrary to law by a court of competent jurisdiction, or if compliance with or enforcement of any Article or part should be restrained by such court, the remainder of the Agreement shall not be affected thereby. The parties to this Agreement will meet within twenty (20) days of such holding to resolve the original intent within the parameters established by law. Any resolution agreed to by the parties will be signed and shall become addendum to this Agreement.

ARTICLE IV- NEGOTIATIONS

- A. PROCEDURE
1. Negotiations may be requested by either party on wages, hours, and working conditions with such request being made between January 1 and March 15 of the school year during which the Agreement expires. Said notice shall be deemed to have been given when presented in writing and post marked by March 15 by return receipt requested or hand delivered from the Board President to the

Association President or from the Association President to the Board President or emailed between parties. If neither party gives written notice within the period specified, the expiration date of this agreement shall automatically be extended one (1) year.

2. The first meeting shall be held within twenty School (20) days after the receipt of the negotiations request at a place and time mutually acceptable by both parties. At this first meeting, ground rules will be established. Ground rules shall include the bargaining model to be used. A collaborative model may be selected. If traditional bargaining is selected at this meeting each side has twenty (20) days to submit its proposals to the other party.

B. NEGOTIATING TEAMS

1. A minimum of two (2) and no more than five (5) designated representatives of the Board will meet with a minimum of two (2) and no more than five (5) representatives of the Association for purposes of negotiation. Neither party will attempt to exert any control over the other's selection of its representatives.
2. The negotiations will be open unless both parties mutually agree to close the sessions. Consultants may be used as recognized experts to address a specific proposal or item under consideration by the parties.

C. MEDIATION: Mediation shall be conducted as provided by State Statutes (AS 23.40.190).

D. RATIFICATION: The Agreement will be ratified when a majority of both the Board and Association have voted to accept the Tentative Agreement.

ARTICLE V- ASSOCIATION RIGHTS

A. MEMBERSHIP PAYROLL DEDUCTIONS: The District shall deduct Association member dues for those employees requesting payroll deductions, beginning October 15th of each year in equal installments for pay periods through May 31st of the same school year.

Upon submission of an initial payroll deduction authorization form, payroll deductions of dues shall continue from year-to-year unless the Association member terminates, notifies the Association of a change in membership status, or submits a notice to the District rescinding his or her request for payroll deduction. The Association President shall inform the District in writing by September 15 of each year of the amount of annual dues to be deducted, and provide a copy of dues withdrawal authorizations for each new employee.

B. COMMUNICATION: The District will make available to the Association President a copy of the forthcoming Board meeting agenda and public information packet.

- C. **USE OF SCHOOL FACILITIES:** The Association may have the privilege to use school meeting facilities at reasonable times (e.g., outside the work day and lunch) when not otherwise needed for District or school use. No such meeting will be held which requires employees to leave their duty stations prior to the end of the normal working day. The Association shall pay for the reasonable cost of all charges to the District incident to such use. The administrator of the building in question shall be notified no less than twenty-four (24) hours in advance of the time and place of all meetings. The Association shall be permitted to post notices and other materials in places designated by the District for such purposes in school facilities.
- D. **EQUIPMENT:** The Association will be granted the use of the business machines of the District at reasonable times (e.g., outside the work day and lunch) when such equipment is not otherwise in use, provided, however, that the use of the school administrator's computer, and any computers or other equipment located in administrator offices shall not be permitted. The Association shall furnish paper and supplies related to such use, and shall pay the cost of all phone, fax, or other charges incident to such use at the time of use.
- E. **MAIL:** The Association shall have the right to post notices of activities and matters of Association concern in areas designated by the District for such purposes in each building or facility to which bargaining unit members are assigned. The Association shall have the right to use the inter-district mail system and mailboxes where available at each school. The District shall not be responsible for distribution of Association communications, or liable for any loss, damage or delay related to use of the mail system or mailboxes. All Association communications shall be clearly labeled as such and shall be distributed by an Association representative outside of working hours. The Association shall be responsible for any postage or other costs incident to such use.
- F. **ASSOCIATION LEAVE:** The Association shall be entitled to a total of five (5) days per calendar year of paid Association leave for its members. Association leave will be used at the discretion of the Association for members to attend official NEA-AK or NEA functions and training. In a negotiation year, additional days may be provided by mutual consent between the District and the Association for participating in negotiation sessions during the work day. Forty-eight hours written notice of the need for leave shall be given to the employee's immediate supervisor for approval.
- G. **POLICY MANUAL:** The District shall notify the association of any proposed changes to the Classified Employees' Policy Manual prior to action by the Board. The Classified Employees' Association shall have the right to review the changes which deal with Classified Employees policy. The District shall make a policy manual available for review by classified personnel at the employee's request during the regular working hours.

ARTICLE VI—GENERAL WORKING CONDITIONS

- A. **VOLUNTEER TIME:** Classified Employees who have successfully completed the probationary period will be allowed to volunteer in the schools or in a school age child

related activity up to four (4) hours per month, with pay. This will not interfere with the employee's workload and will be at the discretion of the immediate supervisor. This leave must be requested in writing and absences documented accordingly on the employee's time sheet.

- B. CALL OUT: When an employee is called back to work after the completion of a regular shift, the employee shall be paid for such hours worked at the appropriate overtime rate. If the employee is called back to work, the employee is entitled to a minimum of two (2) hours pay at the appropriate overtime rate. If the hours worked exceed two (2) hours, the employee shall be entitled to overtime pay for all such hours worked.
- C. PAY PERIODS: Classified payroll shall be semi-monthly with the pay periods to be first to fifteenth and sixteenth to month end. Paydays are the last business day on or preceding the 15th of the month and the last business day of the month. Under this system there will be approximately a two-week delay between submission of time sheets and distribution of paychecks. Time sheets will be due the first business day following the end of each pay period.
- D. PHYSICAL/PSYCHOLOGICAL EXAMINATION: All Classified personnel are required to file medical examination forms according to Alaska State Statute 14.30.075 and School Board Policy 4212.4. The District may require a physical or other examination at any time. The District will reimburse the employee for the basic required physical or psychological examination upon receipt of a reimbursement request, which shall have attached proof of payment. Costs in excess of Norton Sound Health Corporation basic charges will not be reimbursed. At the Superintendent's discretion, a classified employee whose normal employment does not put them in direct contact with school children may be exempt from the physical examination requirement of this section.
- E. JOB DESCRIPTIONS: The District shall prepare job descriptions for all positions. A current copy of all job descriptions within the bargaining unit will be provided to the Association upon request.
- F. OVERTIME AND SHIFT DIFFERENTIAL:
 - 1. SHIFT DIFFERENTIAL: All employees whose workday starts at the beginning of or during a scheduled swing shift between the hours of 4:00 p.m. and 11:00 p.m. are entitled to an additional sixty (60) cents per hour for all hours worked in each such shift. All employees whose workday starts at the beginning of or during a scheduled graveyard shift between the hours of 11:00 p.m. and 4:00 a.m. are entitled to an additional eighty (80) cents per hour for all hours worked in each such shift.

2. OVERTIME: All overtime, holiday work, and shift differential time must be pre-approved by supervisor. Overtime will be calculated based on hours worked. Hours worked per day that exceed 8 hours will be subject to overtime. Hours worked per week that exceed 37.5 hours will be subject to overtime. Holidays and paid leave will be excluded from overtime calculations.

G. LONGEVITY BONUS: Classified employees of the District shall accrue Longevity bonus benefits equal to two (2) days for each calendar year of service to the District. Only employees with five (5) or more years of continuous service will be eligible to receive this payment. Upon completion of five (5) years continuous service, payment will be made on the December 15 immediately following and each December 15 thereafter as long as continuous service remains. The maximum payment of \$5000 will remain in place for the first year. Payment will be subject to all required state and federal withholdings.

Longevity Bonus Calculation Example:

An employee has a hire date of January 3, 2012 and has continuous service with the District. This employee obtains 5 years of service on January 3, 2017. On December 15, 2017 this employee qualifies for Longevity Bonus payment of 10 days wages (5 years total continuous service multiplied by 2 days for each year) at their current daily rate, up to a maximum of \$5,000. The following year on December 15, 2018, this same employee would qualify to receive a longevity bonus payment of 2 days wages for the additional year of work from January 3, 2017 through January 3, 2018; the following year on December 15, 2019, he or she will be entitled to receive a longevity bonus payment of 2 days wages for the additional year of work from January 3, 2018 to January 3, 2019, and so on and so forth. Longevity bonus payments are not compounded.

H. WELLNESS:

1. A classified employee and his/her immediate family may use the equivalent of a 90-punch pool pass per year.
2. To further promote wellness the District agrees to provide use of school gym and weight room facilities for wellness activities for classified employee and their immediate families. No family member may access school facilities without the supervision of the classified employee.
3. The activities in the schools must be pre-approved by the site administrator and scheduled through the appropriate person for each school.
4. The employees agree to follow the established building use procedures which include restoring the environment and securing the building, and to post a classified employee use schedule in the classified employee's workroom to encourage others to join in their activities.
5. The privilege may be revoked for those users not in compliance with the procedures.

- I. **MILEAGE REIMBURSEMENT:** Mileage shall be reimbursed at the current IRS rate per mile for those employees using personal vehicles for district business.
- J. **SCHOOL CLOSURE:** In the event of a school closure, Classified Employees will follow the appropriate procedure listed below:
1. If the school is closed for the whole day, and the day is forgiven by the Department of Education, Classified Employees will receive full pay for that day without having to make it up or take leave.
 2. If school is closed for the whole day and that day is to be made up, Classified Employees must either make up the day or take leave. If the make-up day is only a minimum day, a Classified Employee will receive a full day pay or be docked a full day leave dependent on whether or not they work on the make-up day.
 3. If the school closure is for a partial day (either a late start or early dismissal has been ordered) the Classified Employee is required to work only those hours school is in session but will receive a full day pay.
 4. If the school closure is designated as a Remote Learning Day, the Classified Employee will follow the District's Remote Learning Procedure per notification to/discussion with their direct supervisor.
 5. Since most school closures occur because of weather or some mechanical failure of the heating system or other life/comfort support system, Maintenance Personnel are required to be at their work stations to remove snow, open fire lanes or to restore mechanical systems. The language contained in the SCHOOL CLOSURE section will be applied, or not applied, to the Maintenance Personnel on a case-by-case basis.
- K. **EVALUATIONS:** Employees will be evaluated annually by their supervisor of Record, as designated by the Superintendent or his/her designee. Employees will have five working days to respond to an evaluation in writing. No written response will be a representation of agreement with the evaluation. The written responses to an evaluation will be placed in the Employee's personnel file with the evaluation.
- L. **PERSONNEL FILES:** An employee (or designee with the employee's written authorization) may inspect his or her permanent personnel file by appointment and, upon request, will be provided one (1) copy of said contents. Personnel file review must take place in the presence of the personnel file custodian. Any materials placed in the personnel file which is derogatory to an employee's conduct, character, or personality, shall be filed with documentation reflecting that the employee has had the opportunity to read and initial

the material. The employee shall have the right to make a written statement relative to the derogatory materials placed in the file within five (5) workdays of receiving notice of the derogatory material. Any such written statement will be placed in the file with the derogatory material.

ARTICLE VII—DISCIPLINE

- A. JUST CAUSE: The District may discipline for just cause as described in Board Policy 4218. The grounds for disciplinary action will be presented to the employee in accordance with Board Policy.
- B. RESPONSE TO DISCIPLINE: Any Classified Employee who takes exception to a written disciplinary action may submit a written response to the District's Human Resources Manager, with a copy to his/her immediate supervisor, within five (5) work days, which will be placed in the bargaining unit member's personnel file, together with a copy of the written disciplinary action issued by the administration. A bargaining unit member who files an exception shall not be precluded from also seeking resolution through the grievance procedure.

ARTICLE VIII—LEAVE AND HOLIDAYS

- A. PAID HOLIDAYS: For those employees required by their supervisor to work on any holiday recognized by the Board as a legal holiday he/she will be paid at their normal rate of pay and shall be compensated at the overtime rate for the actual hours worked. Employees must be in a pay status (not leave without pay) the work day before and the work day after a holiday in order to receive holiday pay. The paid legal holidays are:
 - 1. New Year's Day
 - 2. Memorial Day
 - 3. Independence Day
 - 4. Labor Day
 - 5. Thanksgiving Day
 - 6. Day after Thanksgiving Day
 - 7. Christmas Eve Day
 - 8. Christmas Day.
- B. PERSONAL LEAVE: Personal Leave with pay consisting of up to three (3) days per year will be granted to a permanent seasonal (school term) Classified Employee. Part-time permanent seasonal (school term) employees will receive a pro-rated personal leave amount based on their hours per day. For those employees hired after the start of the school year, personal leave will be pro-rated. Personal leave shall be limited to no more than ten (10) days accumulation. Personal leave will be paid only to employees filling a permanent seasonal position. Application for personal leave is made to and granted by the Superintendent. Unused personal leave at termination of employment has no cash value. Leave Without Pay is unavailable while employees have a Personal Leave balance.

- C. ANNUAL LEAVE -- PERMANENT FULL-TIME EMPLOYEES: Permanent full-time twelve (12) month Employees of the District shall accrue one and one-half (1 ½) days paid annual leave per month worked for the first twenty-four months of employment. Following an employee's second anniversary of employment with the District, the accrual rate shall be adjusted to credit an additional leave day for the year. This schedule of increasing the accrual rate for annual leave shall continue until the employee accrues a maximum of thirty (30) days of annual leave per year. Annual leave shall only accrue for periods when the employee is on pay status and will be pro-rated accordingly. Leave Without Pay is unavailable while employees have an Annual Leave balance.

~~Notwithstanding the foregoing, Classified Employees who, as of July 1, 2018 had accrued 25 days of annual leave shall remain at that level of leave accrual until they reach ten years of service, at which time the employee's leave will be calculated as set forth above. Example, an employee who was entitled to 25 days of leave as a five-year employee as of July 1, 2018, will continue at that level of leave accrual until he or she reaches ten years of service, at which time that employee's leave accrual will increase to 26 days. Employees who had accrued 28 days of annual leave as of July 01, 2018, shall remain at that level of leave accrual until they reach thirteen years of service, at which time the employee's leave accrual shall increase at the above rate. Employees who had accrued 34 days of annual leave as of July 1, 2018 will be allowed to continue.~~

Except in the case of emergencies, an employee must provide a minimum of twenty-four (24) hours notice of a desire to take annual leave to his or her supervisor in charge of approving leave as determined by the District. The employee may take leave at times mutually agreed upon between the employee and his/her supervisor. Should a supervisor deny a request for annual leave that is made at least one (1) week in advance of the requested leave, the employee, if he/she so desires, may appeal the supervisor's denial to the next highest authority in the District. Such appeal procedure shall end at the Superintendent level.

1. There shall be no accrual of annual leave during any monthly pay period during which an employee is absent without approved leave.
2. Accrued leave will not be available for use until the classified employee has successfully completed his/her (90) ninety-day probationary period.
3. An employee appointed for a position of a temporary nature (duration of fewer than twelve (12) consecutive months) or appointed for a part-time position shall not accrue leave credit.
4. Each department head shall establish such policies and procedures as are necessary in the school to assure that all employees are able to schedule and take accrued annual leave.

5. Each employee shall take at least 1/2 of their annual accrual during each fiscal period beginning July 1 and ending June 30. It is the responsibility of each department head to assure that each employee is given the opportunity to use this leave.
6. Any employee provided the opportunity to use at least 1/2 of their annual accrual and who does not use this leave, shall have the unused portion deducted from the employee's leave balance.
7. Annual leave accrued but not used, shall accumulate to a maximum of not more than sixty (60) days on July 1 of any calendar year. Unused leave in excess of the maximum at the close of business on July 2 of any calendar year shall be cancelled.
8. Employees who have in excess of twenty (20) days of annual leave shall, upon written request to the superintendent, receive payment for accrued but unused annual leave up to a maximum of fourteen (14) days in any calendar year. Additional days may be granted in demonstrated hardship cases. The employee's leave balance shall be reduced by the number of days for which payment is made. Such withdrawal shall not eliminate the employee's obligation to use 1/2 of their annual accrual leave per calendar year, nor shall the days withdrawn take the place of the days of annual leave, which the employees are required to take. If the employee does not request annual leave or chooses to not take the mandatory leave, the untaken portion of 1/2 of their accrued mandatory leave required in item #5 will be deducted from the leave balance without payment.
9. The maximum payment amount of annual leave that may be cashed out upon termination, resignation, or retirement is \$10,000. ~~Employees hired prior to July 1, 2003 and with annual leave accrual amounts in excess of \$10,000 as of June 30, 2003, shall be capped at their June 30, 2003 annual leave accrued dollar amount.~~ Payment will be made upon termination, based on the employee's current annual leave balance, in an amount not to exceed \$10,000. ~~or the amount established on June 30, 2003, whichever is greater.~~
10. Request for use of Annual Leave of (3) three days or less requires (48) forty-eight hours notice for approval. Request for use of more than (3) three days of annual leave requires (2) two weeks notice for approval. In case of emergency, exceptions to both may apply.

D. SICK LEAVE: Permanent Full-time, Permanent Part-Time, & Seasonal Full-time, & Seasonal Part-Time employees are entitled to paid sick leave benefits. Sick leave is accrued each pay period as follows:

- i. Employees normally working 7.5 hours per day will accrue five (5) hours of sick leave per pay period.
 - ii. Employees normally working 7.0 hours per day will accrue 4.65 hours of sick leave per pay period.
 - iii. Employees normally working 6.5 hours per day will accrue 4.35 hours of sick leave per pay period.
 - iv. Employees normally working 6.0 hours per day will accrue 4.0 hours of sick leave per pay period.
 - v. Employees normally working any other hours per day will accrue sick leave at the rate of 0.066 hours per hour worked.
1. Sick leave will accrue from the first (1st) day of employment.
 2. Sick leave may be used when the employee is required to be absent from work due to the employee or the employee's immediate family member residing in the employee's household and for necessary medical, dental, audio, vision, and mental health examinations for the employee or immediate family member residing in the employee's household that cannot be scheduled outside of regular working hours. Elective medical treatment that can be scheduled during vacations or when school is out for the summer without substantial detriment to the employee, shall not be eligible for sick leave. If the employee's absence exceeds three (3) consecutive days, a physician's statement may be required.
 3. Each year, employees with a minimum of twenty (20) days of accrued sick leave as of May 15 may exercise an option to be paid for up to fifteen (15) days at 50 % of the employee's current wage rate. The employee's sick leave balance after the cash out shall not go below ten (10) days. Requests for sick leave cash out must be made in writing to payroll. Payments will be made on or before June 30. Employees electing to cash out sick leave will be limited in their access to the sick leave bank to the limit of SLB allowances less any sick leave days cashed out in the previous four years.

~~Effective July 1, 2003, the full sick leave cash out option was eliminated. Only individuals employed at the close of business on June 30, 2003 who had a sick leave balance of 240 or more hours will be eligible for this payment. The maximum payment is capped at the employee's June 30, 2003 accrued dollar amount. Payment will be made upon termination based on the employee's current sick leave balance, in an amount not to exceed the amount established on June 30, 2003. The employee must request this payment in writing to payroll.~~

4. Bereavement Leave: Bereavement leave may be used by an employee in the case of death or serious illness in the immediate or extended family. The leave used shall be charged to the employee's sick leave balance and is limited to five (5) days. It shall further be provided that if the circumstances of death or serious illness in the

immediate or extended family requires travel outside the City of Nome, two (2) additional days shall be allowed.

ARTICLE IX—TRAINING

- A. EDUCATION ASSISTANCE: To the extent possible and dependent on available funding the District will pay for training required to meet state and federal requirements.

ARTICLE X—INSURANCE

- A. LIFE INSURANCE: The District will provide 100% premiums for permanent full-time and permanent seasonal employees for life insurance at the current level of \$10,000 and \$20,000 accidental death. Part-time permanent and seasonal employees are not eligible for life insurance.
- B. HEALTH INSURANCE: Health insurance premiums for permanent full-time and permanent/seasonal employees will be paid for by the District. Eighty-five percent (85%) of insurance premiums shall be paid by the District. Fifteen percent (15%) of the premiums shall be paid by the employee. The District shall not be responsible for any additional costs associated with an employee's election of coverage beyond the percentage split identified above. If a committee is formed to review District Employee Health Plans, a Classified Employee representative will be given an opportunity to participate.

Health insurance premiums for part-time permanent/seasonal employees will be paid for by the District. Employees must work at least 30 hours/week to be eligible for health insurance. The District will pay 85% of the total premium, while the employee is responsible for 15% of the premium.

ARTICLE XI-- HIRING PRACTICES

- A. JOB POSTINGS: Job postings will be done in District for (5) workdays prior to advertising outside the District. Permanent classified employees may be promoted to fill a vacant position if the position is at a higher range than that currently held by the employee.
- B. SUBSTITUTE EMPLOYMENT: The District will recognize classified employees that cover/substitute for another classified employee in a higher range for more than twenty (20) work days shall be paid at the higher rate for the specified time. This will be addressed on a case-by-case basis.
- C. REDUCTION IN CLASSIFIED STAFF WORK FORCE: When applicable, seniority shall be taken into consideration when conducting layoffs.
- D. REHIRE AFTER LAYOFF: Any Classified Employee who has been laid off by the District shall be placed on a rehire list for a period of one year from the effective date of layoff. Notification of open bargaining unit positions shall be given to individuals on the rehire list by email or mail at the address on file with the District at the time of layoff, at

least five (5) calendar days before the position is publicly posted. In the event an employee applies for the position of which they were notified under this section, salary placement shall be based upon applicable job experience and qualifications for the position.

ARTICLE XII—GRIEVANCE PROCEDURE

A. GENERAL PROVISIONS

1. The grievant shall be entitled to be represented at all levels of the grievance procedure.
2. An initial grievance shall be in writing, shall set forth with reasonable specificity the facts of the grievance, shall identify the provision(s) of the Agreement alleged to have been violated, shall state the specific redress sought and shall be signed by the grievant.
3. The initial grievance shall be delivered to the grievant's immediate supervisor not later than twenty (20) days from the date that the grievant knew or should have known of the alleged violation.
4. The District shall not be obligated to accept, hear, render a decision upon, or provide any redress regarding a grievance not pursued in accordance with the provisions of this Article.
5. Except as otherwise may be provided in this Article, the Association, the District and any of the party shall each bear all of their own respective costs relative to their performance under this Article.

B. PROCEDURE

1. Level One: Immediate Supervisor

Upon receipt of an initial grievance as provided under section A.2. above, the supervisor shall schedule a hearing to be held within five (5) regular workdays after receipt and shall notify the grievant not less than forty-eight (48) hours in advance as to the time and place of the hearing. The hearing decision shall be delivered within five (5) days after the date of hearing.

Appeal: The grievant may deliver an appeal through the Superintendent to level two within fourteen (14) days after the date of the hearing.

2. Level Two: Superintendent

Upon receipt of an initial grievance as provided under section A.2. above or an appeal as provided under C.1. above, the Superintendent shall schedule a hearing to be held within fifteen (15) days after receipt and shall notify the grievant not less than seventy-two (72) hours in advance as to the time and place of the hearing. The hearing decision shall be delivered within ten (10) days after the date of the hearing.

Appeal: The grievant may deliver an appeal through the Superintendent to level three within twenty (20) days after the date of the hearing.

3. Level Three: School Board

Within five (5) days after receipt of the Level Three Appeal, the Superintendent shall deliver the appeal to the Board President. The Board President shall schedule a hearing to be held within fifteen (15) days after receipt and shall notify the grievant not less than seventy-two (72) hours in advance to the time and place of the hearing. The hearing decision shall be delivered within ten (10) days after the date of the hearing.

Appeal: The grievant may deliver an appeal through the Superintendent to Level Four within twenty (20) days after the date of the hearing.

4. Level Four: Binding Arbitration

Within five (5) days of the Level Four appeal, the Association shall deliver a request to the American Arbitration Association (AAA) to furnish a list of seven (7) available arbitrators. Within five (5) days after receipt of the list, the Superintendent and Association President shall meet, and after the flip of a coin to determine who shall be first, shall alternately strike names from the list until one (1) remains who shall be the arbitrator. If the arbitrator so selected is unable to serve, a second list will be ordered from AAA and the process repeated.

Schedule: The arbitration hearing shall be within sixty (60) days after the date of the selection of the arbitrator. The grievant and the Superintendent shall be notified not later than twenty (20) days in advance as to the time and place of the hearing.

5. Introduction of New Evidence - No new witnesses, testimony, or other evidence may be introduced at Level Three unless the Superintendent receives from the Association President, or vice versa, not less than ten (10) days prior to the hearing, written notice of the names of any new witnesses, the substance of any new testimony or other evidence, and copies of any new documents to be introduced. However, such notice shall not be required for rebuttal witnesses and evidence.

6. Rules - Except as may otherwise be specified under this Article, arbitration shall be conducted under the existing voluntary labor arbitration rules of the American Arbitration Association.
7. Decision - The arbitrator shall deliver the written decision to the Superintendent and the Association President within forty-five (45) days after the close of the hearing. The arbitrator shall make no decision that is contrary to Alaska law or this Agreement, nor shall the arbitrator have the authority to add to, subtract from, disregard, alter, or modify any provisions of this Agreement. Furthermore, the arbitrator shall not have the power to change any practice, policy, or rule of the District nor to substitute the arbitrator's judgment for that of the District as to the reasonableness or appropriateness of such practice, policy, or rule except as it may directly pertain to the specific grievance. In an award with a retroactive effect, the award may not have effect beyond the beginning of the contract year during which the grievance was filed. In rendering the decision, the arbitrator shall give due regard to the rights, powers, and responsibilities of the District under law and this Agreement and to the rights and privileges extended to the employees and the Association under law and this Agreement.
8. Restriction on Appeal - The decision of the arbitrator shall be final and binding upon the parties and no appeal may be taken except under the express provisions of Alaska law for appeals of arbitration decisions.
9. Expenses - The expense of acquiring the list of arbitrators, as provided in section B.4 above and the expenses charged by the arbitrator shall be borne equally by the District and the Association.

ARTICLE XIII—WAGES AND CLASSIFICATION

A. GENERAL PROVISIONS:

1. New hires shall be placed on the wage range designated for the job description into which they have been hired.
2. Step placement shall be made by the hiring supervisor, with the approval of the Superintendent. The placement must be based on the employee's skills and qualifications, as documented by the employee's skills and qualifications, as documented by the employee's application materials and explained on the Request to Hire form.
3. Employees being transferred or promoted to a different job description shall be moved to the wage range of the new position; step placement shall be determined by the hiring supervisor, per #2 above.
4. Salaried exempt positions shall be given an employee contract, which notes the exempt status and any other terms unique to that position. These positions will also be tied to the wage schedule, for purposes of annual wage increases, with the

exception of the Business Manager, Technology Director, Facilities Director, and Personnel Officer positions.

5. Employees may be considered for promotion to a higher level job description (example: Custodian I to Custodian II), either when a person in that higher job description is needed and a staff member with exceptional performance has been identified, or when exceptional performance indicates that an employee is fulfilling the duties of the higher job description. Step placement shall be made by the hiring supervisor, with the approval of the Superintendent.

B. JOB CLASSIFICATIONS/RANGE PLACEMENT. The following Placement Schedule is subject to administrative review and change.

RANGE A

Tutor

Cook I

Custodian I

Temporary Maintenance Laborer (less than 6 months)

RANGE B

Cook II -Lead Cook

Secretary I

Purchasing and Inventory Clerk

RANGE C

Secretary II

Custodian II-Lead Custodian

Bilingual Instructor

Teacher Aide (non-Special Education)

RANGE D

Behavior Specialist

Title I Aide

Maintenance Technician I

Special Education Paraprofessional * Stipend awarded for assignment to high needs student

Library Aide

Food Service Manager (non-supervisory)

RANGE E

Secretary III

Maintenance Technician II

Special Education Administrative Assistant

Executive Administrative Assistant

RANGE F

Maintenance Technician III

RANGE G

AP/Purchasing Specialist

RANGE H

Maintenance Systems Foreman (non-supervisory)

Payroll Clerk

RANGE I

Technology Specialist
Program Coordinator I
Assistant Business Manager

RANGE J

Program Coordinator II

RANGE K

Social Worker
Information Technology Systems Administrator

Business Manager, Facilities Director, Human Resources Manager, Technology Director, IT Sys Admin are negotiated contract/exempt.

C. WAGE SCHEDULES

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
A	18.19	18.97	19.75	20.51	21.30	22.07	22.84	23.61	24.40	25.16	25.94	26.72
B	19.46	20.30	21.13	21.95	22.79	23.61	24.45	25.29	26.10	26.94	27.76	28.60
C	20.82	21.71	22.59	23.48	24.36	25.23	26.12	27.01	27.90	28.78	29.67	30.56
D	22.28	23.23	24.18	25.13	26.08	27.03	27.99	28.94	29.89	30.84	31.80	32.75
E	23.84	24.86	25.88	26.89	27.91	28.93	29.95	30.97	31.99	33.00	34.02	35.04
F	25.57	26.67	27.76	28.86	29.96	31.05	32.15	33.25	34.34	35.43	36.54	37.63
G	27.39	28.57	29.73	30.92	32.08	33.26	34.43	35.61	36.77	37.95	39.12	40.29
H	29.37	30.64	31.92	33.19	34.46	35.73	37.01	38.28	39.55	40.82	42.10	43.37
I	31.46	32.78	34.11	35.43	36.76	38.09	39.42	40.75	42.08	43.41	44.74	46.05
J	33.55	34.88	36.21	37.54	38.87	40.20	41.52	42.85	44.18	45.50	46.84	48.16
K	35.76	37.10	38.42	39.75	41.09	42.40	43.73	45.06	46.39	47.72	49.05	50.38

After Employees receive pay at Step 12 for a full year they shall receive a one percent (1%) increase to their hourly wage. This one percent (1%) increase shall occur annually thereafter.

The District shall pay a Rural Differential Stipend on May 31st for each identified FY below. The District shall distribute this benefit equally amongst all classified staff who are employed for the entire school year. Employees must receive paychecks for the entire SY, as appropriate for their job classification, to qualify for this benefit. Employees who begin their employment after the first student day of School will not qualify for this stipend until the next SY. Employees who work less than 30 hours/week are eligible for a ½ share of the stipend, providing they meet all other criteria to qualify. The Rural Differential Stipend payments are subject to retirement (PERS eligible) and shall count towards retirement calculations. The schedule for the Rural Differential Stipend for each FY / SY is:

FY26/SY25-26- \$35,000

FY27/SY26-27- \$30,000

FY28/SY27-28- \$30,000

The Rural Differential Stipend payments provided for herein are for the term of this contract only and will not become part of the status quo in the event a successor agreement is not ratified by June 30, 2028.

Nome Public Schools
Classified Employees
Sick Leave Bank Guidelines

1. Initial membership in the bank shall be established by an initial investment of one day.
2. Days shall be invested on a non-refundable basis by voluntary action of any employee covered by this agreement who wishes to participate in the sick leave bank. The one-day deduction for membership to the bank will not be made until the participant has successfully completed probation (90 days from date of hire).
3. Deadline for admission into the bank shall be 30 days from the end of the probationary period.
4. When the accumulated balance of days in the bank falls below a figure equal to half the number of participants in the bank, each member shall automatically donate one additional day.
5. Participants in the bank shall be eligible to draw from the bank not more than twice the number of days of sick leave the employee has accumulated at the beginning of the school year of the illness up to a maximum of 25 days.
6. The sick leave records of an employee requesting days from the bank will be reviewed by the sick leave bank committee.
7. Participant's sick leave, personal leave, and annual leave balances must be exhausted before use of sick leave bank benefits start.
8. Sick leave bank days are available only for serious/catastrophic illnesses and injuries. Planned surgical procedures are not eligible. Normal pregnancies or maternity leave are not eligible for sick leave bank benefits.
9. A committee of three members representing the Association shall administer the bank.
10. Applications to withdraw days shall be submitted through payroll.
11. Forms and procedures shall be distributed by the Business Office.