Regular Board Meeting

Tuesday, May 9, 2023 5:00 PM
NES Library /Zoom, 1057 E 5th Ave, Nome, Alaska 99762

A. **Call to Order**
1. Pledge of Allegiance
2. Nome Public Schools Mission Statement
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/Executive Session: April 11, 2023
2. Approval of Minutes: Special Meeting: April 25, 2023
3. Approval of April 2023 Disbursements
4. Approval of April 2023 Gifts, Grants and Bequests
5. Approval of April 2023 Personnel Report
6. Approval of Out of State Travel Requests

C. **Awards and Presentations**
1. Introductions of Guests & Visitors
2. Students of the Month

D. **Opportunity for Public Comments on Agenda/Non-agenda Items**
(3 minutes per speaker, 30 minutes aggregate)

E. **Superintendent Report**

F. **Information & Reports**
1. Student Representative Report
2. Principal Reports
3. Director Reports
4. Business Manager Report

G. **Second Public Comment Opportunity**
(Individuals are limited to three minutes each.)

H. **Action Item**
1. Approval of Contract With the Certified Association
2. Approval of 2nd Reading of Board Policy

I. **Board and Superintendent's Comments & Committee Reports**

J. **Upcoming Events:**
- **Tuesday, June 6, Regular Meeting, 5:30 pm, NES Library/Zoom**

K. **Adjournment**

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/Executive Session
Tuesday, April 11, 2023
5:30 pm
NES Library/Zoom

Member Martinson called the meeting to order at 5:30 pm Tuesday, April 11, 2023 with all members present.

Superintendent Burgess led the Pledge of Allegiance.

Member Martinson read the Nome Public Schools Mission Statement.

School Board Members Present:

Sandy Martinson	Darlene Trigg (via Zoom)	Bob Metcalf
Nancy Mendenhall	Marjorie Tahbone (via Zoom)	
Dot Callahan, Student Representative		

Others in attendance included:

Jamie Burgess	Doug Pfau	Genevieve Hollins (via Zoom)
Meghan Topkok (via Zoom)	Charles Marble	Pauline Marble
Sophia Marble	Jim Shreve	Jennifer Shreve
Stan Burgess	Elizabeth Korenek-Johnson	Randy Huls
Deborah Okbaok	Darren Virg-In	Connor Okbaok
Amelia Richards	Rosalie Richards	Keane Richards
Sarah Richards	Patrick Callahan	Rebecca Callahan
Pat Booth	Teriscovkya Smith	Crystal Lie
Erik Lie	Nercyn Lie	

APPROVAL OF AGENDA

Member Mendenhall moved to approve the agenda as presented.

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

Sandy Martinson: yes	Darlene Trigg: yes	Bob Metcalf: yes
Nancy Mendenhall: yes	Marjorie Tahbone: yes	
Dot Callahan (Advisory Vote): yes		

CONSENT AGENDA

Member Tahbone moved to approve the minutes from Regular Meeting: March 14, 2023; the March 2023 disbursements; the March 2023 Gifts, Grants and Bequests; the March 2023 personnel report; and the out of state travel request.

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

Sandy Martinson: yes	Darlene Trigg: yes	Bob Metcalf: yes
Nancy Mendenhall: yes	Marjorie Tahbone: yes	
Dot Callahan (Advisory Vote): yes		

INTRODUCTIONS OF GUESTS AND VISITORS
NONE

STUDENTS OF THE MONTH
ACSA Principal, Lisa Leeper recognized students Rosalie Richards and Amelia Richards.

NBMHS Principal, Teriscovkya Smith announced Sophia Marble as the 2023 Salutatorian.
NBMHS Principal, Teriscovkya Smith announce Dorothy Callahan and Devon Crowe as the 2023 Co-Valedictorians.
NBMHS Principal, Teriscovkya Smith announced Connor Okbaok and Nercyn Lie as Students of the Month for March 2023.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS
Parent, Michelle Ahnangnatoguk expressed her concerns about a student who is being bullied at school. She wanted to know what disciplinary actions are taken when bulling is reported and how it's investigated.

NES Teacher, Jason Brown expressed concerns about how cold the classrooms are. He said he put in numerous tickets to maintenance within the last two years to fix the heating issue and hasn't gotten any response.

NES Teacher, Kim Erikson advocated for more kindergarten teacher.

Community member, Meghan Sigvanna Topkok offered to be a resource in consultations with tribes.

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

INFORMATION AND REPORTS
Student Representative, Dorothy Callahan reported. The report is attached to the original of these Minutes. Discussion followed.

NES Principal, Elizabeth Korenek-Johnson 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.
Discussion followed.

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

Director of Facilities, Jonathan Duarte 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 Technology, Jim Shreve reported. The report is attached to the original of these minutes. Discussion followed.

Director of Federal Programs, Megan Hayes 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. Discussion followed.

SECOND PUBLIC COMMENT OPPORTUNITY

Community member, Pat Booth expressed she would like to see all board members present in person during board meetings. She also discussed the scheduling conflict with prom and NYO falling on the same day. She said she enjoyed watching students play basketball. She also asked how many school board members visited the classrooms this school year.

ACTION ITEMS

Member Trigg moved to approve the first reading of BP 3470 Fund Balance Classification.

The motion carried by a roll call vote with the following results:
Sandy Martinson: yes Darlene Trigg: yes Bob Metcalf: yes
Nancy Mendenhall: yes Marjorie Tahbone: yes
Dot Callahan (Advisory Vote): yes

Member Metcalf moved to approve an administrator contract for the 2023 – 2024 school year for Doug Pfau.

The motion carried by a roll call vote with the following results:
Sandy Martinson: yes Darlene Trigg: yes Bob Metcalf: yes
Nancy Mendenhall: yes Marjorie Tahbone: yes
Dot Callahan (Advisory Vote): yes

Member Mendenhall moved to approve a contract with Lift School Psychology Services and a contract with Clover Therapy Services for itinerant service providers for the 2023 – 2024 school year.

The motion carried by a roll call vote with the following results:
Sandy Martinson: yes Darlene Trigg: yes Bob Metcalf: yes
Nancy Mendenhall: yes Marjorie Tahbone: yes
Dot Callahan (Advisory Vote): yes

Member Mendenhall moved to approve the contract and addendum with Alaska Education and Business services for Business Manager and Payroll Services.

The motion carried by a roll call vote with the following results:
Sandy Martinson: yes Darlene Trigg: yes Bob Metcalf: yes
Nancy Mendenhall: yes Marjorie Tahbone: yes
Dot Callahan (Advisory Vote): yes

EXECUTIVE SESSION

Member Mendenhall moved to enter into Executive Session for the purpose of negotiations update at 7:55 pm.

Member Mendenhall moved to resume the Regular Meeting at 8:34 pm.

BOARD AND SUPERINTENDENT'S COMMENT & COMMITTEE REPORTS

Member Trigg attended a Board Policy Review Committee meeting.
Member Trigg commented she wanted to see conversation around the importance of indigenous activities.

Member Mendenhall commented she is proud of the school board and staff.
Member Mendenhall expressed she thought it was good that the community came to the meeting to give public comments.

Member Metcalf attended the Board Policy Review Committee meeting.
Member Metcalf and Superintendent Burgess had discussed future work sessions.
Member Metcalf thanked Member Martinson for her leadership.

Superintendent Burgess gave appreciation to the school board for their support.
Superintendent Burgess gave appreciation for the public comments.
Superintendent Burgess commented that she appreciated conversations around scheduling conflicts like with NYO and prom do not happen again in the future.

Member Martinson thanked Member Trigg, Superintendent Burgess and Genevieve Hollins for their participation in negotiations.
Member Martinson stated the Member Metcalf, Member Tahbone, Superintendent Burgess, Genevieve Hollins and herself attended the City budget meeting and thanked them for their participation.
Member Martinson thanked the City for supporting the schools and giving increased contributions.
Member Martinson said she was proud of the NPS team, students and families.

UPCOMING EVENTS

- Tuesday, April 25, Work Session, 5:30 pm, NES Library
- Tuesday, May 9, Regular Meeting, 5:30 pm, NES Library/Zoom
- Tuesday, June 13, Regular Meeting, 5:30 pm, NES Library/Zoom

ADJOURNMENT

Member Metcalf moved to adjourn at 8:39 pm.

_____

Sandy Martinson Date
President, Board of Education

_____

Darlene Trigg Date
Vice President/Clerk, Board of Education

BOARD OF EDUCATION MINUTES
Special Meeting
Tuesday, April 25, 2023
6:56 pm
NES Library

Member Martinson called the meeting to order at 6:56 pm Tuesday, April 25, 2023 with all members present.

Superintendent Burgess led the Pledge of Allegiance.

Member Martinson read the Nome Public Schools Mission Statement.

School Board Members Present:

Sandy Martinson	Darlene Trigg	Bob Metcalf
Nancy Mendenhall	Marjorie Tahbone (via Zoom)	

Others in attendance included:

Jamie Burgess	Genevieve Hollins (via Zoom)	Elizabeth Korenek-Johnson
Isaiah Marble	Doug Pfau	Stan Burgess
Laraine Olanna	Gloria Karmun	

APPROVAL OF AGENDA

Member Mendenhall moved to approve the agenda with the addition of E. Opportunity for Public Comment on Agenda/Non-Agenda Items.

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

Sandy Martinson: yes	Darlene Trigg: yes	Bob Metcalf: yes
Nancy Mendenhall: yes	Marjorie Tahbone: yes	

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS

NONE

ACTION ITEM

Member Metcalf moved to approve the final draft of the FY24 budget.

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

Sandy Martinson: yes	Darlene Trigg: yes	Bob Metcalf: yes
Nancy Mendenhall: yes	Marjorie Tahbone: yes	

UPCOMING EVENTS

- Tuesday, May 9, Regular Meeting, 5:30 pm, NES Library/Zoom
- Tuesday, June 13, Regular Meeting, 5:30 pm, NES Library/Zoom

ADJOURNMENT

Member Trigg moved to adjourn at 7:01 pm.

_____	_____
Sandy Martinson Date	Darlene Trigg Date
President, Board of Education	Vice President/Clerk, Board of Education

Nome Public Schools
Personnel Items for Approval/Ratification
March 9th, 2023
Doug Pfau, NPS Assistant Superintendent/HR

Certified/Administrative Staff

NAME	POSITION/ACTION	EFFECTIVE DATE
Horton, Ryan	English Teacher at Beltz/New Hire	8/16/23
Berry, Jennifer	Middle School Generalist/ New Hire	8/16/23
Akes, Michael	Beltz AP/ Rehire	7/1/23
Pfau, Doug	Assistant Superintendent-HR/Rehire	7/1/23
Woodard, Kosten	Special Education – Elem+ACSA/Resignation	5/31/23
Dyer, Susan	Second Grade Teacher/Resignation	5/31/23
Johnson, Colleen	ACSA Teacher Retirement	5/31/23

Classified Staff

NAME	POSITION/ACTION	EFFECTIVE DATE
Burgess, Evan	SPED Para at NES	4/10/23
Holmes, Dan	SPED Para at NES	3/13/23
Smith, Mark	NES Custodian - Retirement	7/14/23

Temporary Staff

NAME	POSITION/ACTION	EFFECTIVE DATE
Brown Collin	Substitute Teacher – Nome Public Schools	4/10/23
Fuller, Garrick	After School Teacher	4/10/23

Volunteer

NAME	POSITION/ACTION	EFFECTIVE DATE
Hobbs, Carol	WISA Ski Meet	3/31/23
Hobbs, Dan	WISA Ski Meet	3/31/23
Abbott, Terra	Washington DC Trip	4/2/23
Korenek-Johnson, Elizabeth	Washington DC Trip	4/5/23

STAFF RECOGNITION/EMPLOYEE ACTIVITIES/FUNCTION

Open enrollment begins on May 8th for health/dental/vision and supplemental insurance. We are pleased to state that there is a very small reduction in premiums for the coming year.

The end of year staff celebration is May 10th at the Beltz Cafeteria. The retirement parties for Nancy Bahnke, Colleen Johnson and Sandi Keller are planned for May 13th at the Mini Convention Center . I am happy to answer any questions the board or anyone may have of me.

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.

Nome Public Schools
Superintendent Report
Jamie Burgess
May 4, 2023

Board/Leadership Areas of Focus:

Family Engagement

- I attended a meeting for the Alaska Family Engagement Center in Anchorage at the end of April. Unfortunately Yusuf Rida, our family representative, had an emergency and was unable to attend. This initiative is a collaboration between AASB, SERRC and a group of districts across Alaska. AASB has three programs of particular interest to NPS which will be shared with district leadership at our leadership meeting May 8th for discussion regarding future implementation – a sheet describing each program is attached for your information. An update to the Board will be shared at a later time.

Cultural Knowledge in Curriculum and Instruction

- Award notification for the recent grant has not yet occurred; DEED is running behind their stated deadlines for several grants. However, I attended a joint tribal meeting on May 4th and several tribal leaders indicated they are interested in meeting with me individually to discuss grant partnerships to support the Cultural Coordinator position. I will update the Board as these discussions proceed.

Equity Leadership

- The Equity Committee met on April 12th – we had a healthy turnout, composed primarily of NPS staff, two Board members and one community member. We reviewed the Strategic Equity Framework, and did some brainstorming and discussion work around areas for committee work for FY24. We will hold our next meeting early in September to develop action plans for the two areas the committee would like to work on. In the meantime, I will be working to seek tribal representation for this committee.

School Safety Update

Ms. Smith along with our other principals and myself are continuing to work on improving school safety.

The administration is planning a full-day violent intruder training for all staff as part of fall inservice; our preference is to have Officer Barry with NPD provide the training, but if he is unavailable, we will schedule a trainer from an outside organization instead. We are coordinating with our first response agencies regarding building walkthroughs; the Volunteer Fire Department conducted a walkthrough earlier in the year and provided feedback for us to make operational and physical changes, Ms. Smith has conducted and will continue to conduct security walkthroughs with NPD officers, and we are scheduling a walkthrough with State Trooper post staff as well.

We are updating our District Crisis Response plan as well, and will be implementing a low-cost software platform which will make all of these plans available to all staff as well as our first

responders. Long-range we hope to develop safety blueprints for each building within the platform, which can be used to create and revise evacuation routes, locations of fire extinguishers and AEDs, etc. We will look for some small grants to cover these costs.

Our goal is to have consistent district-wide procedures and plans in place by the early part of next school year, and to ensure all staff are trained.

The District is also moving forward with our planned physical upgrades to the entrances for Nome-Beltz and Nome Elementary. These will involve replacing/placing doors, ensuring ADA operators are functional, replacing damaged or missing concrete at Beltz, and installing intercom/camera/buzzer systems at the inner vestibule doors. The exterior doors at each building will remain unlocked during school operating hours, but the inner doors will lock after school begins. We will be ready to issue our RFP to interested contractors hopefully by the end of May, with completion by the end of August.

Legislative Update

Please see the attached update from J&H Consulting. Of particular interest is the update on Tribal Compacting.

USAG Meeting

Ms. Martinson and myself met with Sigvanna Tapqaq, Kawerak Tribal Attorney, and three representatives from the US Attorney General's office this past week. They are conducting outreach visits to communities across the state, and are particularly interested in partnering with school districts to address issues such as violent crime, prevention and efforts for Missing and Murdered Indigenous Persons, collaboration between law enforcement, governmental and community agencies, opioid prevention, domestic violence and sexual assault response and prevention, and identify theft. They also offer opportunities to speak with students regarding future job opportunities in the legal and law enforcement employment sectors. We will follow up with them to potentially schedule student opportunities in September in conjunction with Kawerak's Tribal Justice conference, as well as offering training to staff or opportunities to speak with students.

Early Education Program Grant

The Department of Education is delayed in announcing any intent to award grants for the Early Education Program under the Alaska Reads Act, so the administration has submitted a grant application for the regular Pre-Elementary Grants, which are once again open. We anticipate receiving at least one or the other, which will revitalize our pre-K collaboration between Nome Preschool, Head Start and Nome Elementary, and result in better kindergarten readiness outcomes for our community.

Nome Public Schools
Superintendent Report
Jamie Burgess
May 4, 2023

Joint Tribal Meeting/NEC Meeting

I met with Marie Tozier, new Executive Director of Nome Eskimo Community, to discuss NPS's current needs and topics of mutual interest. I will set up regular meetings with Marie, and she is happy to facilitate presentations or discussions with the NEC Tribal Council in order to strengthen our partnership and assist with our tribal consultation and tribal representative responsibilities.

As referenced above, I also attended a joint meeting with Nome Eskimo, King Island Native Community, Native Village of Council and Village of Solomon, along with Assistant Superintendent Doug Pfau. I presented on our Indian Education grant, and also addressed questions from the attendees. I was pleased to see Mr. Michael Hoyt and Nome-Beltz students from his Tribal Government class were also in attendance and asked some very insightful questions. I will be following up directly with all tribes regarding designating tribal representatives and partnering with them on grant opportunities to support our Native students. I am very thankful to Sigvanna Tapqaq for her assistance in facilitating my inclusion on the meeting agenda, and her advocacy for ensuring that we fulfill our tribal consultation responsibilities. I did acknowledge to the leadership that NPS hasn't always partnered with our tribes as we should, but I pledged to do better going forward.

High School Planning

Attached is a copy of the current graduation planner used by our high school counselor, Mr. Aaron Brown. We are looking to update the document to incorporate requirements for the Alaska Performance Scholarship, so that students know early in their high school career what courses they should plan for in order to qualify. One of our potential partnerships with AASB is their Bridging to the Future workshop, which can articulate ways we can ensure families are informed and participate in supporting their students' plans for post-secondary opportunities.



1

FY24 Budget Situation:

- Spring Revenue Forecast brings next year's budget deficit to $900 million, but there may need to be increases for K-12 funding, Community Assistance, and deferred maintenance, which pushes the deficit higher.
- The Governor's budget includes a statutory PFD of $3,860, estimated to cost $2.5 billion.
- Senate $6.2 billion budget at 25/75 PFD split, a $1,300 Permanent Fund dividend, a $90 million surplus, and $175 million for public schools outside the Base Student Allocation. Expected on floor in early May. Language about financial reporting.
- Differences worked out in conference committee. Big issue will be PFD, Senate unwilling to spend from savings.

2

Long-Term Outlook

- Alaska still faces a structural budget deficit over the long term.
- The Governor's 10-Year Plan calls for spending to grow slower than inflation (1.5%) and still shows deficits each year, rising to $1 billion by FY28.
- The Governor has included a placeholder for new revenue rising to $900 million per year. Openly stating need a tax.
- The State has three main fiscal levers: reducing spending, increasing revenue, and changing the PFD formula.

Every $100 reduction to the PFD yields a gain of $64 million for state services.

3

CEE Priority: Fair and Equitable Funding:

- Senate Op. Budget $175 mil. or $680 BSA increase, one-time funds **VS.** House Op. Budget $175 mil. or $680 BSA increase, one-time funds and tied to CBR vote that failed. House majority wants to examine formula during interim.

- SB 52 - $1,000 BSA increase in FY 24= $257 million and increases the BSA $348 for a total of $7308.00 per student in FY 25. Adds tracking after graduation.
- HB65 - $1,250 BSA increase = $321.25 million: HB65 moved from the (H) EDU Committee March 22 amended as follows:
- FY24 + $680 increase to BSA ($6,640) for a total of $175 mil.; FY25 + $800 increase in BSA ($6,760), for a total of $205 mil., now in House Finance.

4

CEE Priority: School Construction and Maintenance:

- Latest Cap. Budge contains $30 mil. for maintenance covers first 11 projects.
- There are 97 projects on the major maintenance list, totaling $217.8 million.
- There are 17 projects on the school construction fund, totaling $195 million.
- Maintenance runs about $200 to $400 million per year. Generally about 15% of a district's budget
- AHFC Teacher, Health, Public Safety Housing: $5.5 million-in budget
- SB 113: REAA's: Allows maintenance of teacher housing, adds Mt. Edgecumbe and removes $70 mil. cap.

5

CEE Priority: Teacher Recruitment and Retention:

Serious recruitment and retention issues: 1 in 5 state jobs now vacant, 60% of AMHS positions vacant

Service problems for public assistance, food stamps, Medicaid, Public Defender, AMHS.

<u>Current Bills</u>

- SB14 – Kawasaki – Retirement Incentive Program for early retirement
- HB22 – Josephson – Public Safety officers DB
- SB35 – Kawasaki – Public Safety officers DB
- SB11 – Kiehl – Teachers DB
- SB 88 – Giessel – establishes a new defined benefit retirement plan for public employees and teachers and provides an option for current Tier IV employees to convert their employee contribution plan to the new retirement system. Higher employee contributions, adjustments allowed and no medical insurance from age 60 to 65. Most traction currently.
- **HB 106/SB 97-**Governor **-** The Teacher Retention and Recruitment Incentive bill aims to offer cash payments, ranging in increments from $5,000 to $15,000, to qualified and high-performing educators. The incentives would last for three years.
- **HB 147 -** Dibert – A retired teacher could receive a free certificate allowing them to teach as a long-term substitute teacher.

6

CEE Priority: Fiscal Plan by Adjusting PFD -- End of Session

HB72 Permanent Fund Dividend; 75/25 POMV Split (Rep. Ortiz)/ SB 107; 75/25 POMV Split add 50/50 split later when reach fiscal goals

HB90 Permanent Fund Dividend; $1000 Dividend annually (Rep. Fields)

HJR7 Const. Amendment: Permanent Fund Dividend (W&M); Payment constitutionally required and remove from annual appropriation process

HJR8 Constitutional Amendment: Guarantee Permanent Fund Dividend (W&M); Payment in constitution and remove dividend size from legislature

HJR9 Constitutional Amendment: Guarantee Permanent Fund Dividend (Rep. Groh); Merges earnings reserve account into the constitutionally protected PF principal, allow 5% for pay out of PFD.

7

Priority Fiscal Policy-Carbon Capture and Taxes:

The Governor's broad plan to raise revenue through carbon capture includes two parts:

- HB 50 establishes a permitting process and regulatory regime to oversee the injection of carbon dioxide into geologic reservoirs, typically empty oil reservoirs.
- HB 49 provides for biologic sequestration, where the state can be paid to prohibit development on specific lands or waters, allowing accumulation of carbon in trees, soils, kelp, or other natural processes that can be promoted or encouraged.
- HB 142 2% sales tax year-round no exemptions. Gov. to introduce.
- SB 132 Employment tax for education.
- SB 114-Oil tax adjustments: All oil producers pay the same 9.4 percent corporate income tax, no S Corporation exemption (Hilcorp). Reduces producers' production tax credits from $8 per barrel to $5 per barrel and caps the credits to an amount equal to a company's capital expenditure. Imposes "ring fencing" so that tax credits can only be taken against tax liability in a specific field, not North Slope-wide. $1.3 bil. this year, $866 next then to $680 mil. a year.

8

Bills of Interest:

HB 89 creates a **childcare grant assistance program** that might be interesting to help address the current childcare challenge.

HB 105/SB 96 bars teachers from teaching sex education, talking about sex or gender identity, and addressing students by a different pronoun or different names without the written approval of their parents. Parents would have to approve of kids joining a group or club related to sexual orientation or gender. Teachers would also be required to report to parents any information about a student's physical, medical or mental health. Dead in Senate.

SB 98 – this bill proposes that management of the **PCE endowment** be moved to the Permanent Fund Corporation.

SB 24 (Gray-Jackson) – The education curriculum at public schools would be amended to include mental health issues.

SB 29 (Stevens) – The state school board would create a civics education curriculum, and secondary students would not be able to graduate without passing a course using that curriculum.

SB 99 (Wielechowski) – High school students would be required to take a class that teaches them how to pay taxes, manage a household budget and have basic financial literacy.

9

Tribal Compacting:

- Knik Tribe, Ketchikan Indian Community, Tlingit and Haida, King Island Native Community, and Inupiat Community of the Arctic Slope.
- Letters of Intent out, formal grants soon.
- 5 awards of $100,000 to perform negotiations
- Next will be negotiations with the Tribes that will result in a legislative report. Report will establish what needs to happen to make compacting feasible. Will scope out what education compacting looks like in practice. Required by SB 34.
- Tribes will negotiate as a unit with 6 leads, one from each Tribe.
- Report due in 2024
- Legislation would then outline compacting in law
- Just at the start of the process

10

END

- Determine amount of PFD
- Determine what services can be funded – schools, infrastructure, federal match
- Any required bills needed to pass
- Adjourn

- Possible special session in October to November to further examine school funding formula and/or fiscal plan.

11

Nome-Beltz Graduation Plan
Graduation Tracks (Traditional, Vocational, Collegiate Prep)

NAME: _____

GRADUATION YEAR: _____

English (4 CREDITS TOTAL)

(Advanced Options)

- ☐ English I / ADV
- ☐ English II / ADV
- ☐ English III / ADV

English IV or Approved Elective

- ☐ English IV / ADV
- ☐ Writing 111X (Dual Credit)
- ☐ Yearbook
- ☐ Elective _____
- ☐ Elective _____

Math (3 CREDITS TOTAL)

STEM APS College PREP (4 needed)

- ☐ Pre-Algebra
- ☐ Algebra 1A
- ☐ Algebra 1B
- ☐ Algebra I
- ☐ Geometry
- ☐ Algebra II
- ☐ Trig / Pre-Cal
- ☐ Calculus
- ☐ ELECTIVE _____
- ☐ ELECTIVE _____

Social Studies (3)

APS College PREP (4 needed)

- ☐ U.S History / ADV
- ☐ World History/ ADV
- ☐ AK Studies (.5) or *Colonization
- ☐ Government (.5) or *Tribal Management

Social & Indigenous Studies Electives

- ☐ Philosophy
- ☐ Elective _____
- ☐ Elective _____
- ☐ Elective _____

*Colonization & Tribal Management are Dual Credit Classes

SCIENCE (2 credits total)

STEM APS PREP (4 needed)
Liberal Arts APS PREP (3 needed)

- ☐ Earth Science
- ☐ Biology or Science 10
- ☐ Physical Science (Required before C/P)

Elective Sciences: After first 2 or approval

- ☐ Anatomy & Physiology
- ☐ Zoology (.5 or 1.0)
- ☐ Environmental Science (Dual Credit)
- ☐ Chemistry
- ☐ Physics
- ☐ Elective _____
- ☐ Elective_____

World Language

Liberal Arts APS PREP (2 same language needed)

- ☐ Spanish I
- ☐ Spanish II

OTHER REQUIREMENTS:

P.E (.5) & Health (.5)

- ☐ _____
- ☐ _____

ELECTIVES (9.0)

Nome-Beltz Graduation Plan
Graduation Tracks (Traditional, Vocational, Collegiate Prep)

Freshmen Fall	Freshmen Spring
Sophomore Fall	**Sophomore Spring**
Junior Fall	**Junior Spring**
Senior Fall	**Senior Spring**



NOME PUBLIC SCHOOLS
SECURITY AND ADA UPGRADES

CIP APPLICATION

NARRATIVE
DRAWINGS
COST ESTIMATE

August 5, 2022

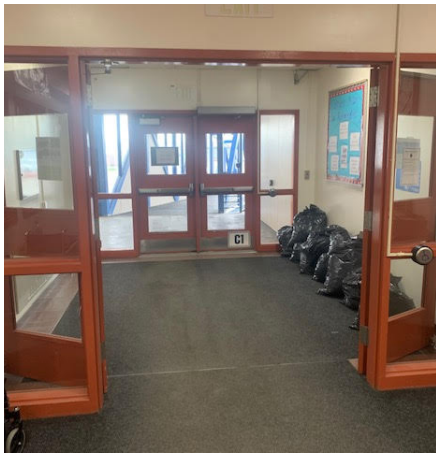
BETTISWORTH NORTH



Nome-Beltz Entrance



Nome-Beltz Bus Entrance



Nome Elementary School Entrance

NOME PUBLIC SCHOOLS SECURITY AND ADA UPGRADES

The Nome Public Schools have identified a need to upgrade their security at the front entries of the Nome-Beltz Junior and Senior High School and the Nome Elementary School. The entries are currently unlocked during the school day, allowing anyone to walk in, in some cases undetected. This is an obvious safety concern for both the students and the staff, particularly given recent security threats such as school shootings. The schools also need accessibility upgrades at entrances so students and visitors can access the school with greater ease.

Main entries at both the Nome-Beltz Junior and Senior High School and the Nome Elementary School are currently equipped with video surveillance cameras as part of the Verkada video system. Both schools have a camera that shows the approach to the main entry, and Nome-Beltz has a camera inside of the main vestibule. The Nome Elementary School has a camera just inside of the school that looks through the glass doors at the vestibule, giving a clear view of visitors. The cameras can be monitored by the receptionist, and the District can set up this access without additional hardware. Once a visitor is inside either vestibule, they will be required to ring a video intercom to notify the receptionists of their presence. Basis of design for the video intercom is the Aiphone JP series or equal. The receptionists will be able to converse with the visitor and see their face on a master station, and then remotely unlock the doors to allow entry if desired. The video intercom system will not feed into the server or be paired with the existing system, but will give a facial view of visitors as opposed to the broad and sideways view given by general surveillance cameras. Interior vestibule doors will be locked during school hours with card reader access provided for staff. The access control system will be specified as Verkada so that it can be integrated with the video system, making it simpler for District personnel to manage. Door controllers, card readers, and key fobs or cards will be supplied as part of the system. The door controllers will be connected to the Aiphone stations, allowing the receptionist to see and hear visitors, and then release the door from the same system.

New doors and hardware are slated for some entry doors at both schools. Nome-Beltz will have new doors at both the interior and exterior of the vestibule. Both sets of doors will have new ADA automatic operators and push buttons. The interior set of doors will be a hollow metal frame with a transom and sidelites. This interior door will have a new card reader. The exterior double doors and frame will be insulated hollow metal. Nome-Beltz bus access will also receive a new insulated hollow metal double door and frame and new ADA operator and push button. An existing single leaf door in the exterior wall, next to the double doors, will be removed and infilled with an exterior wall assembly and a triple-pane window. The Nome Elementary School vestibule double doors will also receive new door hardware, including exit devices and latching mechanisms.



Nome-Beltz Entrance



Nome-Beltz Entrance



Nome-Beltz Flooring



Nome-Beltz Walk Off Mat

The interior of the Nome-Beltz vestibule will receive a new grate and new walk off mat after demolition of the existing flooring. New rubber base and wall paint will be provided as well. The perimeter of the vestibule is painted concrete, which will require repair and repainting. Walk off mat basis of design is as follows:

Shaw Contract
All Access Collection
Jive Tile
24x24
Solution-dyed nylon
High performance, dimensionally-stable modular backing
Tufted Weight 30 oz/yd2
Lifetime commercial limited warranty

Nome-Beltz has two site issues to remediate for accessibility concerns. First is the sidewalk concrete at the Nome-Beltz entry. Heaving has caused substantial unevenness between concrete slabs, creating sizable differences in elevation of the slabs' surfaces. This concrete will be removed and replaced, comparable to the existing configuration. A large area of concrete poured at the bus access, approximately 30'x30', as well. This is currently gravel and is not ADA compliant.

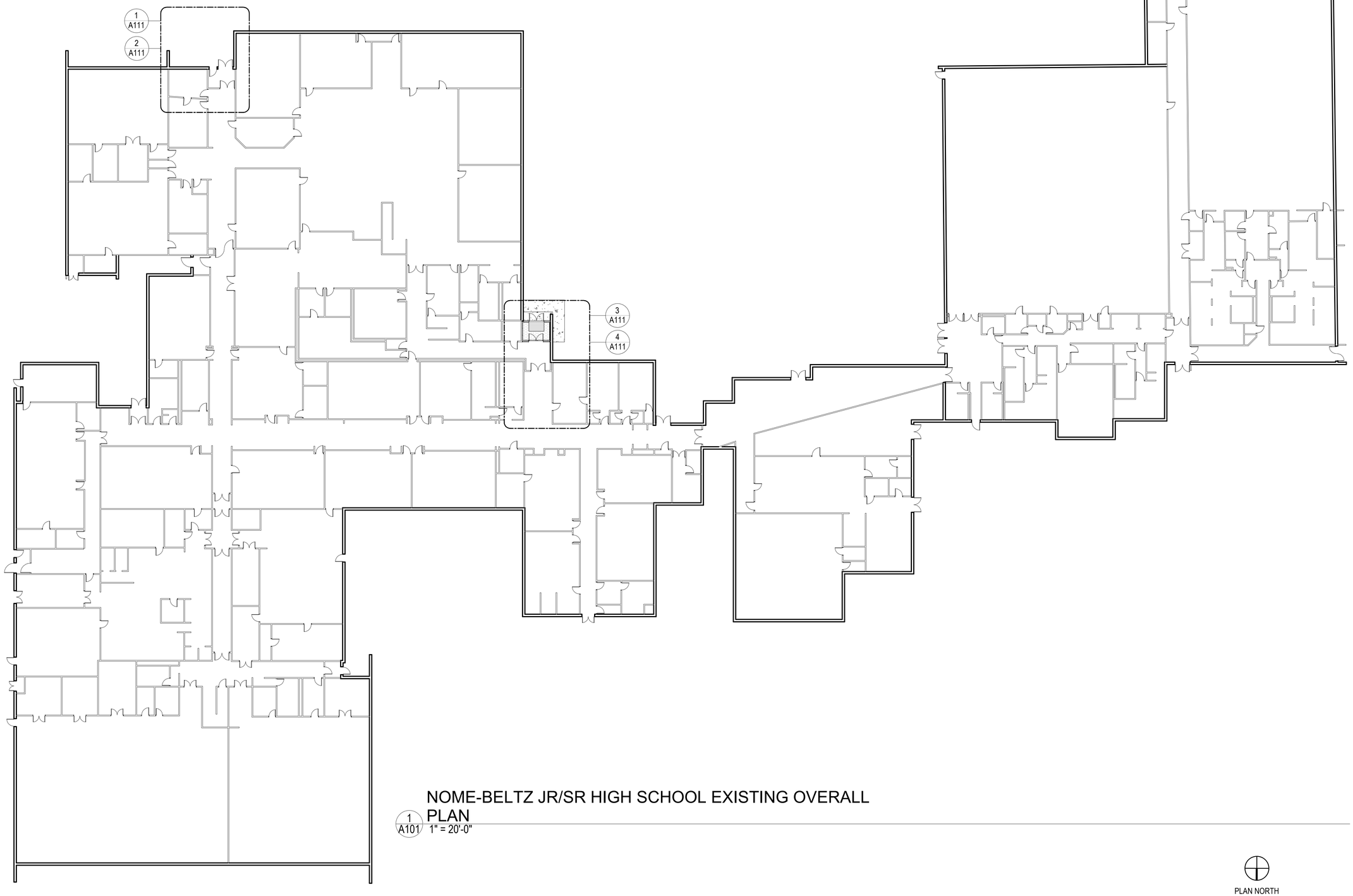
DESIGN TEAM

Architecture:
Kate Incarnato, Bettisworth North
kincarnato@bettisworthnorth.com
(732) 259-1342

Electrical/IT:
Jeremy Maxie, RSA Engineering
jmaxie@rsa-ak.com
(907) 952-4399

IF THIS DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING HAS BEEN ENLARGED OR REDUCED. AFFECTING ALL LABELED SCALES

1" ACTUAL



NOME-BELTZ JR/SR HIGH SCHOOL EXISTING OVERALL PLAN

1 A101 1" = 20'-0"

PLAN NORTH

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NOT FOR CONSTRUCTION

BETTISWORTH NORTH

CORPORATE NO. AECC219 BETTISWORTHNORTH.COM

NOME PUBLIC SCHOOLS

NOME PUBLIC SCHOOLS - SECURITY & ADA UPGRADES

NOME, ALASKA

CIP CONCEPT DESIGN

CONSULTANT:

PROJECT NO:	22-149
DATE:	2022-08-05
DRAWN BY:	KEI
CHECKED BY:	KEI

REVISION	DESCRIPTION	DATE

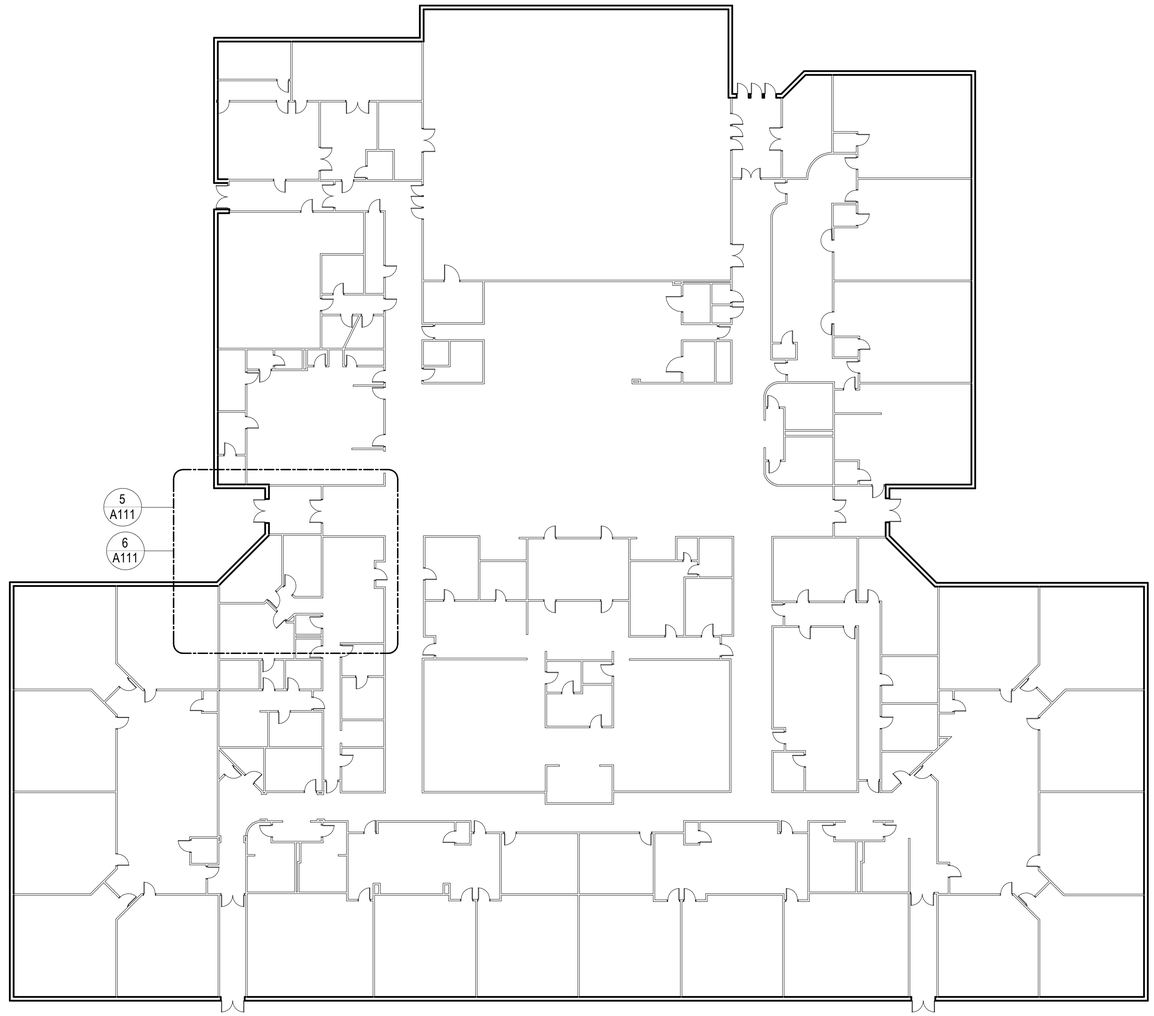
NOME-BELTZ JR/SR HIGH SCHOOL - EXISTING OVERALL PLAN

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BETTISWORTH NORTH ARCHITECTS & PLANNERS©

IF THIS DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING HAS BEEN ENLARGED OR REDUCED, AFFECTING ALL LABELED SCALES

1" ACTUAL



1 A102 NOME ELEMENTARY SCHOOL EXISTING OVERALL PLAN
1" = 20'-0"

PLAN NORTH

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CORPORATE NO. AECC219 BETTISWORTHNORTH.COM

NOME PUBLIC SCHOOLS
NOME PUBLIC SCHOOLS - SECURITY & ADA UPGRADES
NOME, ALASKA

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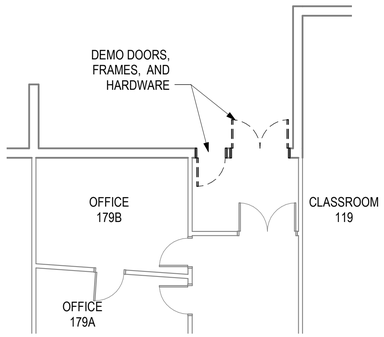
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NOME ELEMENTARY SCHOOL - EXISTING OVERALL PLAN

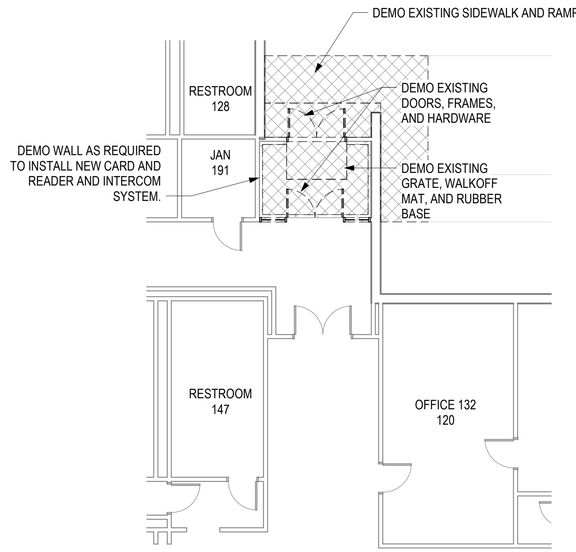
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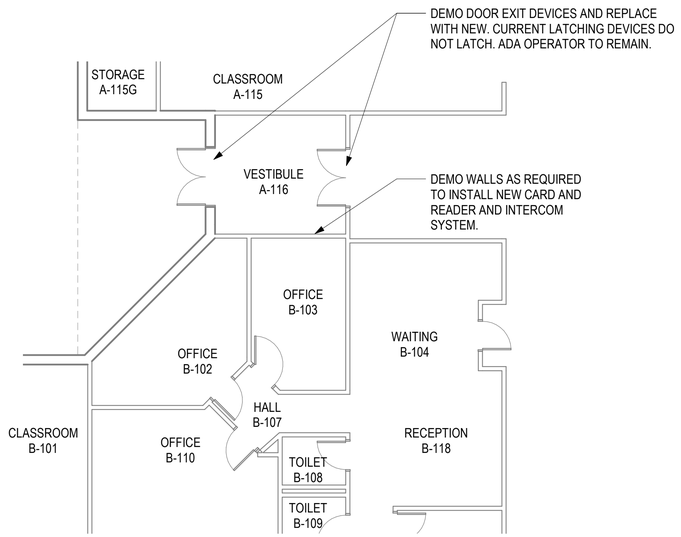
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1" ACTUAL



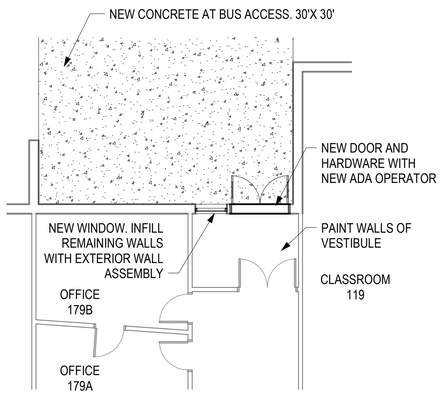
1 A111 NOME-BELTZ BUS ACCESS - DEMO
1/8" = 1'-0"



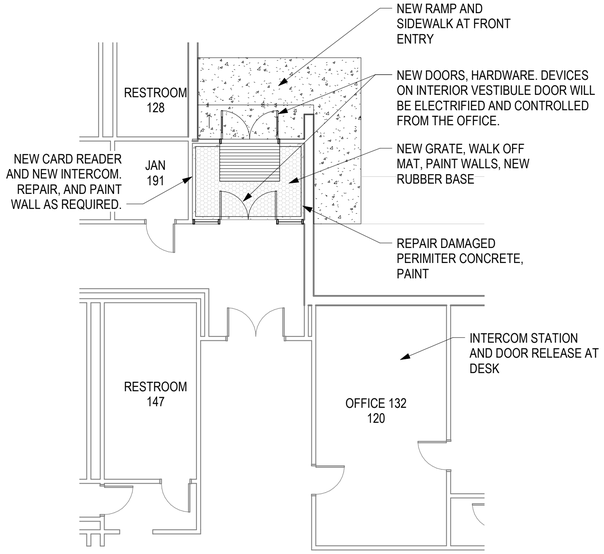
3 A111 NOME-BELTZ MAIN ENTRY - DEMO
1/8" = 1'-0"



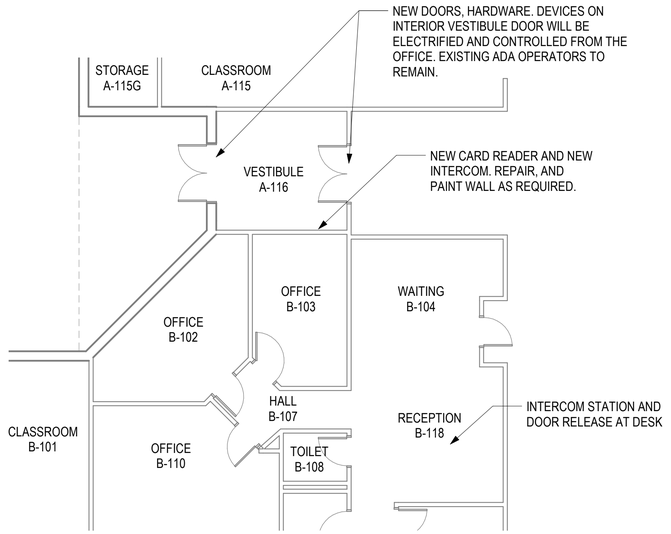
5 A111 ELEMENTARY SCHOOL MAIN ENTRY - DEMO
1/8" = 1'-0"



2 A111 NOME-BELTZ BUS ACCESS - NEW
1/8" = 1'-0"



4 A111 NOME-BELTZ MAIN ENTRY - NEW
1/8" = 1'-0"



6 A111 ELEMENTARY SCHOOL MAIN ENTRY - NEW
1/8" = 1'-0"

PLAN NORTH
NOME-BELTZ

PLAN NORTH
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BETTISWORTH NORTH
CORPORATE NO. AECC219 BETTISWORTHNORTH.COM

NOME PUBLIC SCHOOLS
NOME PUBLIC SCHOOLS - SECURITY & ADA UPGRADES
NOME, ALASKA

CIP CONCEPT DESIGN

CONSULTANT:

PROJECT NO:	22-149
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CHECKED BY:	KEI

REVISION	DESCRIPTION	DATE

NOT FOR CONSTRUCTION

ENLARGED PLANS

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HMS Project No. 22084

CONCEPT DESIGN SUBMITTAL
CONSTRUCTION COST ESTIMATE (REVISION 1)

NOME PUBLIC SCHOOLS
SECURITY AND ADA UPGRADES
NOME, ALASKA

PREPARED FOR:

Bettisworth North
2600 Denali Street, Suite 710
Anchorage, Alaska 99503

August 2, 2022

4103 Minnesota Drive • Anchorage, Alaska 99503 p: 907.561.1653 • f: 907.562.0420 • e: mail@hmsalaska.com

HMS Project No.: 22084

NOTES REGARDING THE PREPARATION OF THIS ESTIMATE

DRAWINGS AND DOCUMENTS

Level of Documents:	(3) concept design drawings and specifications
Date:	July 22, 2022
Provided By:	Bettisworth North of Anchorage, Alaska

RATES

Pricing is based on current material, equipment and freight costs.

Labor Rates:	A.S. Title 36 working 60 hours per week
Premium Time:	16.70%
Subcontractor's Mark-Up:	25.00%

BIDDING ASSUMPTIONS

Contract:	Standard construction contract without restrictive bidding clauses
Bidding Situation:	Competitive bids assumed
Bid Date:	Spring 2024
Start of Construction:	Summer 2024
Construction Time:	Within (1) month

EXCLUDED COSTS

1. A/E design fees
2. Administrative and management costs
3. Remediation of contaminated soils, if found during construction
4. Hazmat abatement of school, with the exception of that provided for in the estimate
5. Apprenticeship program costs

NOTES REGARDING THE PREPARATION OF THIS ESTIMATE (Continued)

GENERAL

When included in HMS Inc.'s scope of services, opinions or estimates of probable construction costs are prepared on the basis of HMS Inc.'s experience and qualifications and represent HMS Inc.'s judgment as a professional generally familiar with the industry. However, since HMS Inc. has no control over the cost of labor, materials, equipment or services furnished by others, over contractor's methods of determining prices, or over competitive bidding or market conditions, HMS Inc. cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from HMS Inc.'s opinions or estimates of probable construction cost.

This estimate assumes normal escalation based on the current economic climate. HMS Inc. will continue to monitor this, as well as other international, domestic and local events, and the resulting construction climate, and will adjust costs and contingencies as deemed appropriate.

Due to the rapidly evolving nature of the COVID-19 coronavirus pandemic and its affect on the economy, and more specifically the construction industry, HMS Inc. is incorporating an additional contingency titled '**Unique Market Risk**'. The amount provided for in the estimate will be adjusted as the situation continues to change and the effect on construction pricing becomes more quantifiable.

Due to the small size of this project, this estimate excludes apprenticeship program costs.

GROSS FLOOR AREA

Upgrades to Existing School Vestibule and Front Office	**1,430 SF**

HMS Project No.: 22084

CONCEPT DESIGN COST SUMMARY

	Material	*Labor*	*Total*
01 - SITE WORK	$ 21,593	$ 13,493	$ 35,086
02 - SUBSTRUCTURE	0	0	0
03 - SUPERSTRUCTURE	0	0	0
04 - EXTERIOR CLOSURE	19,449	8,034	27,483
05 - ROOF SYSTEMS	0	0	0
06 - INTERIOR CONSTRUCTION	16,778	7,417	24,195
07 - CONVEYING SYSTEMS	0	0	0
08 - MECHANICAL	0	0	0
09 - ELECTRICAL	16,797	14,177	30,974
10 - EQUIPMENT	0	0	0
11 - SPECIAL CONSTRUCTION	0	0	0
SUBTOTAL:	*$ 74,617*	*$ 43,121*	*$ 117,738*
12 - GENERAL REQUIREMENTS			70,195
SUBTOTAL:			*$ 187,933*
13 - CONTINGENCIES			82,243
TOTAL ESTIMATED CONSTRUCTION COST:			***$ 270,176***
COST PER SQUARE FOOT:			*$ 188.93 /SF*
GROSS FLOOR AREA:			*1,430 SF*

HMS Project No.: 22084

ELEMENTAL SUMMARY

Element	*Material*	*Labor*	*Total Material/Labor*	*Total Cost*	*Cost per SF*
01 - SITE WORK				*$ 35,086*	*$ 24.54*
011 - Selective Demolition	$ 250	$ 1,760	$ 2,010		1.41
012 - Site Preparation	3,787	1,705	5,492		3.84
013 - Site Improvements	17,556	10,028	27,584		19.29
014 - Site Mechanical	0	0	0		0.00
015 - Site Electrical	0	0	0		0.00
02 - SUBSTRUCTURE				*$ 0*	*$ 0.00*
021 - Standard Foundations	$ 0	$ 0	$ 0		0.00
022 - Slab on Grade	0	0	0		0.00
023 - Basement	0	0	0		0.00
024 - Special Foundations	0	0	0		0.00
03 - SUPERSTRUCTURE				*$ 0*	*$ 0.00*
031 - Floor Construction	$ 0	$ 0	$ 0		0.00
032 - Roof Construction	0	0	0		0.00
033 - Stair Construction	0	0	0		0.00
04 - EXTERIOR CLOSURE				*$ 27,483*	*$ 19.22*
041 - Exterior Walls	$ 1,000	$ 1,751	$ 2,751		1.92
042 - Exterior Doors and Windows	18,449	6,283	24,732		17.30
05 - ROOF SYSTEMS				*$ 0*	*$ 0.00*
051 - Roofing	$ 0	$ 0	$ 0		0.00
052 - Skylights	0	0	0		0.00
06 - INTERIOR CONSTRUCTION				*$ 24,195*	*$ 16.92*
061 - Partitions and Doors	$ 13,964	$ 4,849	$ 18,813		13.16
062 - Interior Finishes	2,814	2,568	5,382		3.76
063 - Specialties	0	0	0		0.00
07 - CONVEYING SYSTEMS	*$ 0*	*$ 0*		*$ 0*	*$ 0.00*

HMS Project No.: 22084

ELEMENTAL SUMMARY

Element	*Material*	*Labor*	*Total Material/Labor*	*Total Cost*	*Cost per SF*
08 - MECHANICAL				*$ 0*	*$ 0.00*
081 - Demolition	$ 0	$ 0	$ 0		0.00
082 - Plumbing	0	0	0		0.00
083 - HVAC	0	0	0		0.00
084 - Fire Protection	0	0	0		0.00
085 - Special Mechanical Systems	0	0	0		0.00
09 - ELECTRICAL				*$ 30,974*	*$ 21.66*
091 - Demolition	$ 0	$ 0	$ 0		0.00
092 - Service and Distribution	75	175	250		0.17
093 - Lighting and Power	536	3,118	3,654		2.56
094 - Special Electrical Systems	16,186	10,884	27,070		18.93
10 - EQUIPMENT				*$ 0*	*$ 0.00*
101 - Fixed and Movable Equipment	$ 0	$ 0	$ 0		0.00
102 - Furnishings	0	0	0		0.00
11 - SPECIAL CONSTRUCTION	*$ 0*	*$ 0*		*$ 0*	*$ 0.00*
SUBTOTAL DIRECT WORK:	***$ 74,617***	***$ 43,121***		***$ 117,738***	
12 - GENERAL REQUIREMENTS				*$ 70,195*	*$ 49.09*
121 - Mobilization			$ 2,676		1.87
122 - Operation Costs			36,814		25.74
123 - Profit			30,705		21.47
13 - CONTINGENCIES				*$ 82,243*	$ 57.51
131 - Estimator's Contingency	30.00%		$ 56,380		39.43
131 - Unique Market Risk	5.00%		12,216		8.54
132 - Escalation Contingency	5.32%		13,647		9.54
TOTAL ESTIMATED CONSTRUCTION COST:				***$ 270,176***	***$188.93 /SF***
GROSS FLOOR AREA:					*1,430 SF*

HMS Project No.: 22084

01 - SITE WORK ***011 - Selective Demolition***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE *$*	*TOTAL* *$*	*RATE* *$*	*TOTAL* *$*	*UNIT RATE* *$*	*MATERIAL/LABOR* *$*
Demolish concrete sidewalk	200	SF			2.10	420	2.10	420
Demolish existing grate	26	SF			1.20	31	1.20	31
Demolish existing walk-off mat	59	SF			1.20	71	1.20	71
Demolish double door, frame and hardware	3	EA			120.00	360	120.00	360
Demolish single metal door assembly	1	EA			80.00	80	80.00	80
Demolish door hardware	2	EA			80.00	160	80.00	160
Demolish rubber base	45	LF			0.80	36	0.80	36
Load and dispose debris	1	LD	250.00	250	350.00	350	600.00	600
SUBTOTAL:				*$ 250*		*$ 1,508*		*$ 1,758*
Labor Premium Time	16.70%					252		252

TOTAL ESTIMATED COST:	***$ 250***	***$ 1,760***	***$ 2,010***

HMS Project No.: 22084

01 - SITE WORK ***012 - Site Preparation***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
EARTHWORK								
Excavate and dispose average 18" deep for new hardscapes	57	CY	4.50	257	10.20	581	14.70	838
Cap hardscape and driveway excavation with 24" fill	88	CY	35.00	3,080	10.00	880	45.00	3,960
Soil compaction test	2	EA	225.00	450			225.00	450
SUBTOTAL:				*$ 3,787*		*$ 1,461*		*$ 5,248*
Labor Premium Time	16.70%					244		244
TOTAL ESTIMATED COST:				***$ 3,787***		***$ 1,705***		***$ 5,492***

HMS Project No.: 22084

01 - SITE WORK ***013 - Site Improvements***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
CONCRETE SURFACES								
2" compacted D1 base course	13	CY	42.00	546	14.00	182	56.00	728
6" reinforced concrete	900	SF	11.00	9,900	4.80	4,320	15.80	14,220
4" broom finished reinforced concrete	200	SF	7.50	1,500	3.75	750	11.25	2,250
6"x48" concrete filled bollard and base	3	EA	550.00	1,650	375.00	1,125	925.00	2,775
Dowling of concrete slab into building	26	EA	15.00	390	26.00	676	41.00	1,066
Thickened edge	162	LF	17.00	2,754	5.20	842	22.20	3,596
1/2" expansion joint at building	52	LF	0.70	36	1.50	78	2.20	114
Extra for handicapped ramp/curb cuts (1)	120	SF	3.00	360	4.00	480	7.00	840
GRAVEL ACCESS TO BUS ACCESS								
2" compacted D1 leveling course	10	CY	42.00	420	14.00	140	56.00	560
SUBTOTAL:				*$ 17,556*		*$ 8,593*		*$ 26,149*
Labor Premium Time	16.70%					1,435		1,435
TOTAL ESTIMATED COST:				***$ 17,556***		***$ 10,028***		***$ 27,584***

04 - EXTERIOR CLOSURE ***041 - Exterior Walls***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
Allowance for miscellaneous infill in exterior wall	1	LOT	1000.00	1,000	1500.00	1,500	2500.00	2,500
SUBTOTAL:				*$ 1,000*		*$ 1,500*		*$ 2,500*
Labor Premium Time	16.70%					251		251
TOTAL ESTIMATED COST:				***$ 1,000***		***$ 1,751***		***$ 2,751***

04 - EXTERIOR CLOSURE ***042 - Exterior Doors and Windows***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
DOORS								
6'0"x7'0" insulated hollow metal frame	2	EA	370.00	740	130.00	260	500.00	1,000
3'0"x7'0" insulated hollow metal flush single door with full relite	2	PR	1500.00	3,000	110.00	220	1610.00	3,220
Double door hardware set with panic bar	3	PR	2600.00	7,800	1250.00	3,750	3850.00	11,550
ADA automatic operator	2	EA	2400.00	4,800	400.00	800	2800.00	5,600
WINDOWS								
Triple pane insulated glazed aluminum framed window	18	SF	115.00	2,070	15.00	270	130.00	2,340
MISCELLANEOUS								
Caulking and sealants	56	LF	0.70	39	1.50	84	2.20	123
SUBTOTAL:				*$ 18,449*		*$ 5,384*		*$ 23,833*
Labor Premium Time	16.70%					899		899
TOTAL ESTIMATED COST:				***$ 18,449***		***$ 6,283***		***$ 24,732***

06 - INTERIOR CONSTRUCTION ***061 - Partitions and Doors***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE *$*	*TOTAL* *$*	*RATE* *$*	*TOTAL* *$*	*UNIT RATE* *$*	*MATERIAL/LABOR* *$*
DOORS								
6'0"x7'0" hollow metal frame	1	EA	220.00	220	115.00	115	335.00	335
Add for triple pane security glazed transom and side lites	42	SF	52.00	2,184	15.00	630	67.00	2,814
3'0"x7'0" wide stile hollow metal door with full relite	1	PR	1560.00	1,560	110.00	110	1670.00	1,670
Double door hardware set with panic bar	2	PR	2600.00	5,200	1250.00	2,500	3850.00	7,700
ADA automatic operator	2	EA	2400.00	4,800	400.00	800	2800.00	5,600
SUBTOTAL:				*$ 13,964*		*$ 4,155*		*$ 18,119*
Labor Premium Time	16.70%					694		694
TOTAL ESTIMATED COST:				***$ 13,964***		***$ 4,849***		***$ 18,813***

HMS Project No.: 22084

06 - INTERIOR CONSTRUCTION ***062 - Interior Finishes***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL UNIT RATE* $	*TOTAL MATERIAL/LABOR* $
			RATE $	*TOTAL* $	*RATE* $	*TOTAL* $		
FLOORS								
New grate	26	SF	46.50	1,209	4.50	117	51.00	1,326
New walk-off/rubber mat	59	SF	6.50	384	1.10	65	7.60	449
Rubber base	45	LF	1.40	63	1.45	65	2.85	128
MISCELLANEOUS								
Patch and paint walls	1	LOT	500.00	500	1000.00	1,000	1500.00	1,500
Paint door and window frames	270	SF	0.35	95	1.90	513	2.25	608
SUBTOTAL:				*$ 2,251*		*$ 1,760*		*$ 4,011*
Labor Premium Time	16.70%					294		294
SUBTOTAL:				*$ 2,251*		*$ 2,054*		*$ 4,305*
Subcontractor's Overhead and Profit on Material and Labor	25.00%			563		514		1,077
TOTAL ESTIMATED COST:				***$ 2,814***		***$ 2,568***		***$ 5,382***

09 - ELECTRICAL ***092 - Service and Distribution***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE *$*	*TOTAL* *$*	*RATE* *$*	*TOTAL* *$*	*UNIT RATE* *$*	*MATERIAL/LABOR* *$*
New 20 amp, single pole circuit breaker to panel	2	EA	30.00	60	60.00	120	90.00	180
SUBTOTAL:				*$ 60*		*$ 120*		*$ 180*
Labor Premium Time	16.70%					20		20
SUBTOTAL:				*$ 60*		*$ 140*		*$ 200*
Subcontractor's Overhead and Profit on Material and Labor	25.00%			15		35		50
TOTAL ESTIMATED COST:				***$ 75***		***$ 175***		***$ 250***

HMS Project No.: 22084

09 - ELECTRICAL ***093 - Lighting and Power***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL UNIT RATE*	*TOTAL MATERIAL/LABOR*
			RATE	*TOTAL*	*RATE*	*TOTAL*		
			$	*$*	*$*	*$*	*$*	*$*
DEVICES								
Junction box	6	EA	10.00	60	40.00	240	50.00	300
3/4" diameter EMT conduit	60	LF	1.55	93	12.00	720	13.55	813
1/2" diameter EMT conduit	32	LF	1.08	35	10.00	320	11.08	355
#10 wire	205	LF	0.61	125	1.70	349	2.31	474
#12 wire	160	LF	0.41	66	1.30	208	1.71	274
Test and tag system	1	LOT	50.00	50	300.00	300	350.00	350
SUBTOTAL:				*$ 429*		*$ 2,137*		*$ 2,566*
Labor Premium Time	16.70%					357		357
SUBTOTAL:				*$ 429*		*$ 2,494*		*$ 2,923*
Subcontractor's Overhead and Profit on Material and Labor	25.00%			107		624		731
TOTAL ESTIMATED COST:				***$ 536***		***$ 3,118***		***$ 3,654***

09 - ELECTRICAL ***094 - Special Electrical Systems***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL UNIT RATE*	*TOTAL MATERIAL/LABOR*
			RATE	*TOTAL*	*RATE*	*TOTAL*		
			$	*$*	*$*	*$*	*$*	*$*
SECURITY SYSTEM								
Telecom device box	4	EA	24.00	96	50.00	200	74.00	296
Security device box	6	EA	20.00	120	20.00	120	40.00	240
Security wiring	200	LF	0.61	122	1.00	200	1.61	322
Cat 6 cable	200	LF	0.61	122	0.70	140	1.31	262
3/4" to 1" diameter conduit	200	LF	1.50	300	5.80	1,160	7.30	1,460
J hook	38	EA	0.75	29	1.60	61	2.35	90
Aiphone intercom call-in switch	2	EA	500.00	1,000	250.00	500	750.00	1,500
JP-4MED master station	2	EA	2200.00	4,400	500.00	1,000	2700.00	5,400
Door contact	4	EA	60.00	240	45.00	180	105.00	420
Door release push button	2	EA	85.00	170	105.00	210	190.00	380
Verkada access control	2	EA	3000.00	6,000	1500.00	3,000	4500.00	9,000
Connect new devices to existing system	12	EA	25.00	300	45.00	540	70.00	840
Testing	1	LOT	50.00	50	150.00	150	200.00	200
SUBTOTAL:				*$ 12,949*		*$ 7,461*		*$ 20,410*

09 - ELECTRICAL ***094 - Special Electrical Systems***	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
Labor Premium Time	16.70%					1,246		1,246
SUBTOTAL:				*$ 12,949*		*$ 8,707*		*$ 21,656*
Subcontractor's Overhead and Profit on Material and Labor	25.00%			3,237		2,177		5,414
TOTAL ESTIMATED COST:				***$ 16,186***		***$ 10,884***		***$ 27,070***

12 - GENERAL REQUIREMENTS	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
MOBILIZATION/DEMOBILIZATION								
Freight, barge materials and equipment (incidental, remainder with unit rates)	2	TONS	350.00	700	50.00	100	400.00	800
Miscellaneous air freight	250	LBS	1.25	313	0.25	63	1.50	376
Move on and off site	1	LS	500.00	500	1000.00	1,000	1500.00	1,500
SITE STAFF								
Project manager (part time)	16	HRS			115.00	1,840	115.00	1,840
Working superintendent	1	MO	200.00	200	6500.00	6,500	6700.00	6,700
Quality control	0	MO						By Superintendent
Daily loading and unloading	1	MO	150.00	150	1000.00	1,000	1150.00	1,150
TEMPORARY CONSTRUCTION								
Utilities (usage)	1	MO	500.00	500			500.00	500
Telephone and telecommunications	1	MO	650.00	650			650.00	650
Dumpster (1)	1	MO	375.00	375			375.00	375
EQUIPMENT AND TOOLS								
Trucks, pick-ups, hoisting equipment, etc.	1	MO	1500.00	1,500	250.00	250	1750.00	1,750

12 - GENERAL REQUIREMENTS	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
EQUIPMENT AND TOOLS (Continued)								
Saws, hand tools, etc.	1	MO	500.00	500			500.00	500
Tools, safety hats and other expendables	1	MO	250.00	250			250.00	250
Fuel for equipment	1	MO	750.00	750			750.00	750
Labor for equipment maintenance	4	HRS			65.00	260	65.00	260
MISCELLANEOUS								
Materials testing	1	LOT	500.00	500			500.00	500
Printing and photographs	1	LS	250.00	250	500.00	500	750.00	750
Shop drawings and as-builts	1	LS	250.00	250	2500.00	2,500	2750.00	2,750
Manuals and training	1	LS	250.00	250	500.00	500	750.00	750
Plan check fee	1	LOT	1500.00	1,500			1500.00	1,500
Building permits	1	LOT						By Owner
Protection and barriers	1	MO	1000.00	1,000	1500.00	1,500	2500.00	2,500
General regular clean-up, etc.	1	MO	100.00	100	1000.00	1,000	1100.00	1,100
Final clean-up and punch list	1,430	SF	0.10	143	0.35	501	0.45	644

12 - GENERAL REQUIREMENTS	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
MISCELLANEOUS (Continued)								
Alaska Dept. of Labor contract labor filing fee	1	LOT	2700.00	2,700			2700.00	2,700
LABOR EMPLOYMENT COSTS								
Premium time (general only)								With Direct Work
Per diem								Local Crew
SUBTOTAL:				*$ 13,081*		*$ 17,514*		*$ 30,595*
Home Office	3.50%							5,192
Contractor's profit based on type of structure and project size including risk factor and bidding climate	20.00%							30,705
General and special liabilities, fire, earthquakes, floods, accidents and other risk insurance	0.85%							1,566
Performance bonds - general and subcontractors	1.15%							2,137

TOTAL ESTIMATED COST:	***$ 70,195***

13 - CONTINGENCIES	*QUANTITY*	*UNIT*	*MATERIAL*		*LABOR*		*TOTAL*	*TOTAL*
			RATE	*TOTAL*	*RATE*	*TOTAL*	*UNIT RATE*	*MATERIAL/LABOR*
			$	*$*	*$*	*$*	*$*	*$*
131 - ESTIMATOR'S CONTINGENCY								
The estimator's allowance for architectural and engineering requirements that are not apparent at an early level of design documentation	30.00%							$ 56,380
Unique market risk	5.00%							$ 12,216
132 - ESCALATION CONTINGENCY								
The allowance for escalation from the date of estimate to the proposed bid date of spring 2024 at the rate of 7.1% per annum (9 months)	5.32%							$ 13,647

TOTAL ESTIMATED COST:	***$ 82,243***

ALASKA FAMILY ENGAGEMENT CENTER

BRIDGING TO THE FUTURE

A Path to Partnering With Families to Prepare for Life After High School

This path will create opportunities for schools, families, and students to work together earlier, more consistently, and during key transitions to improve postsecondary outcomes. It includes facilitation, training, and support for at least six family workshops, six planning alignment sessions, and two professional development trainings, plus access to coaching and professional learning communities. We recommend this path for schools with students in grades 5-12.

BENEFITS:

For Schools & Districts

Research shows family and school partnership is key to improving postsecondary outcomes. Bridging to the Future will strengthen partnerships with families of older students, increase student engagement, and help schools meet Perkins and Title I grant requirements.

For Families & Students

Students who have a plan for the future are better prepared to help care for their family and community, have a greater sense of well-being and reduced risk of suicide and other risky behaviors. Preparing can also reduce the financial burden on families and helps students tap into free funding for postsecondary education.

WHAT YOU WILL NEED:

- A champion or lead point of contact to spearhead the work.
- Commitment from school leadership and a core team to partner with families to improve postsecondary outcomes.
- Available professional learning days.
- Community partnerships with tribes, employers and higher education institutions.
- Interest in piloting new approaches to parent-teacher conferences, personal learning and career plans, and communication methods and materials.

TOOLS & SUPPORT YOU WILL RECEIVE:

- Facilitation, coaching, and professional learning community support.
- Example facilitation guides, templates, presentations, flyers, surveys and other modifiable materials.
- A plan for engaging families and improving postsecondary outcomes tailored to your school.
- Support for piloting new approaches to family events, parent-teacher conferences.
- Incentives for staff and family participation.



"If you don't know where you've come from, you don't know where you're going."

– Maya Angelou

SUGGESTED TIMELINE FOR THE BRIDGING TO THE FUTURE PATH

	July	Sept	Nov	Jan	Mar	May
Plan & Coordinate	Team Goal-setting		Community Dialogue (AASB facilitated)	Communications Review		Plan & Embed
Train & Coach	Family Partnerships 101		Targeted Training	PLC & Coaching (on-going)		
Family Offerings	Staying Connected	Finding Your Future	Financial Literacy	Student-Led Conferences	Career Exposure	Transistion Events

PLAN & COORDINATE

While getting started we recommend putting together a Bridging to the Future Team to support start-up, planning, and on-going improvements for your efforts. Families will participate in decision making and share insights that prepare students for life after high school.

TRAIN & COACH

AASB Staff

Can adjust time

Before getting started, school staff will need time to reflect on their family partnership practice. All staff participate in family partnership foundations 101 training. Specific staff participate in tailored training, and individualized coaching to help school staff achieve their own family partnership goals.

FAMILY OFFERINGS (Tailored for 5th-6th, 7th-8th, and/or high school families)

Staying Connected is an orientation for families that covers communicating with the school and how to track what students are doing in school (Powerschool, Canvas, etc.). All

Finding your Future is a workshop for students and their families to envision what their hopes and dreams are for the future, and what can happen now to help them get there. MS students

Financial Literacy covers basic planning and saving, depending on the grades in focus, or can focus in on FAFSA and scholarship completion. HS

Student-led Conferences features students' plans for the future with time to reflect on personal learning and career plans and other student aspirations. All

Career Exposure is a space for community members and employers to share their experiences and opportunities and help students envision their future. HS

Transition Events help students and families transition to the next school or opportunity. Events may include near-peers, community partners, and multiple schools. Seniors

Combo of AASB presented/facilitator or other staff

SCAN THE QR CODE FOR ADDITIONAL PATH INFORMATION

or contact Emily Ferry, eferry@aasb.org.



ALASKA FAMILY ENGAGEMENT CENTER



STRUCTURES FOR SUCCESS

A Path to Partnering With Families to Improve Communication and Decision-Making

This path will lead to a step-by-step examination of communication processes and platforms as well as decision-making and advisory structures to ensure that districts and schools are using the best methods for building successful relationships with families. Schools will focus on one governing or family advisory structure to achieve more comprehensive, inclusive, sustainable and productive engagement with families.

BENEFITS:

For Schools & Districts

Research shows school structures and communication platforms that create two-directional conversations are effective in linking families to schools. Schools will build trust by becoming more informed and connected to families and by creating a path for integrating family feedback. Improved school-wide and district-wide structures and processes for communication and decision-making will involve more families and community partners in learning and opportunities in the school.

For Families & Students

Families will have constructive pathways to communicate and partner with their school as well as more clarity about how to support the school and their child's learning. As a result, families can become stronger advocates for their child, school policies and instruction and will know how to easily access useful information.

WHAT YOU WILL NEED:

- Willingness to share decision-making.
- A team that can commit to five meetings to assess current systems and think through the most pressing questions about communication strategies.
- A staff member who can bring together family members for input and can support family advisory structures.
- Readiness to collaborate with community partners to reach and support families.

TOOLS & SUPPORT YOU WILL RECEIVE:

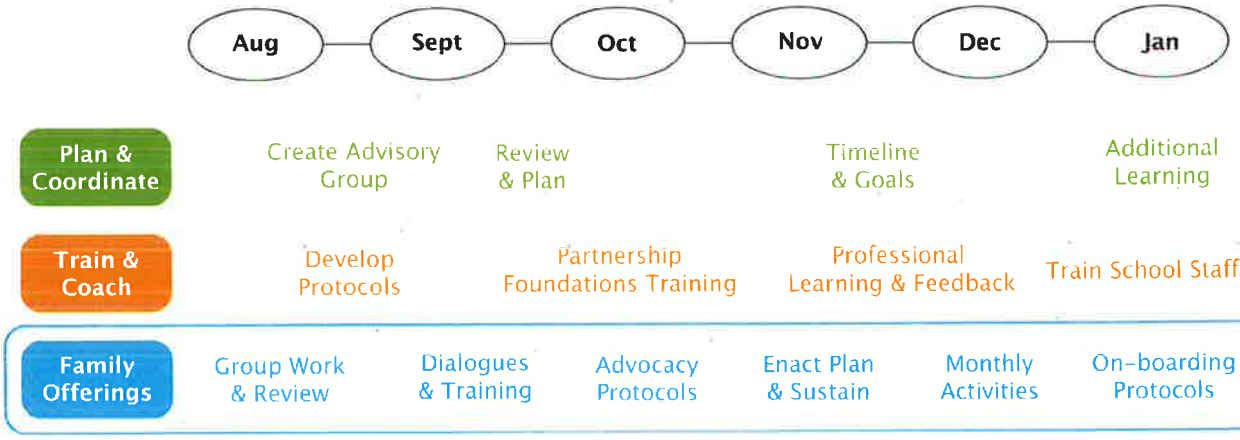
- A communication review tool to assess current structures and methods.
- Facilitation support for planning and creating family engagement structures such as advisory school boards, community dialogues, and other family-designed plans.
- Professional learning on topics that interest staff such as family partnership outreach tools and tracking; advisory school board training and support; facilitating a parent advisory committee; and student-led parent-teacher conferences.



"I always had clear roles for families, but I realize now I did not actually think of them as a true partner. These were my expectations and requests. I realize now there are ways we can both decide how to work together to support each student."

– Alaska Teacher

SUGGESTED TIMELINE FOR THE STRUCTURES FOR SUCCESS PATH



PLAN & COORDINATE

- Identify key staff/partners to support a family advisory group, and organize family advisory group.
- Review communications processes and structures with the family advisory group.
- Develop a family partnership plan emphasizing decision-making structures and family participation in decision-making.
- Create a timeline for moving recommendations forward and decide goals for the first six months. Get approvals from leadership and funding to move communications plan forward.
- Identify facilitation protocols and topics for the family advisory group agendas.

TRAIN & COACH

- Identify key protocols for staff working with advisory groups.
- Incorporate family partnership foundations training and communication/engagement strategies into professional learning opportunities.
- Train all school staff to use new communication and decision-making structures.

FAMILY OFFERINGS

- Staff and partners conduct outreach to families to build an advisory group. Jointly develop advisory group ground rules and processes.
- Review communication platforms and decision-making structures.
- Schedule family conversations to improve advisory board processes or other family-school structures.
- Establish advocacy protocols that allow families and decision-making structures to impact students and schools. Identify a sustainable structure for advisory boards or family advisory groups.
- Enact communication plan and platforms with families.
- Launch monthly family opportunities with clear topics for input and decision-making.

ADDITIONAL PATH RESOURCES:

Communicating With Families

Example Family Engagement Plan (note pgs. 15-18)

FOR MORE INFORMATION, CONTACT:

Kendra Calhoun, kcalhoun@aasb.org,
or Lisa Worl, lworl@aasb.org

ALASKA FAMILY ENGAGEMENT CENTER

ALASKAN FAMILIES READ

A Path to Partnering With Families to Strengthen Learning Through Play and Stories

This path will guide families and school staff to work together to build practices and routines that create fun literacy-friendly environments. Association of Alaska School Boards and Alaska Department of Education & Early Development (DEED) teams will offer resources or work directly with you to identify culturally affirming reading and learning resources, family peer support structures, learning extension and play guides, and tools to help students and families learn together. This path offers training, events, key messaging, and learning extension that can be shared with families.

BENEFITS:

For Schools & Districts

Fun and engaging early literacy experiences set children on a path to become confident readers and learners by the third grade. Schools can gain additional team members to strengthen students' pre-literacy and literacy skills, build strong relationships with families, and create fun and culturally responsive opportunities for learning. Schools can gain an understanding of additional learning and enrichment needs of each student and family.

For Families & Students

Families can have fun together and set their child on a path to become confident readers and learners. They can learn and practice effective strategies to support their child's education, get clear tips to set expectations and to dedicate time to learning and play, and share strategies for building pre-literacy and literacy skills. Families can access culturally affirming learning and enrichment opportunities.

WHAT YOU WILL NEED:

- School-wide and leadership commitment.
- A designated site-based support person to help troubleshoot and coordinate messaging and resource distribution.
- Contacts, communication methods and platforms for families to be able to share key messages about learning and play.
- At least two professional development days dedicated to family partnership foundations and key strategies for family partnership and literacy.

TOOLS & SUPPORT YOU WILL RECEIVE:

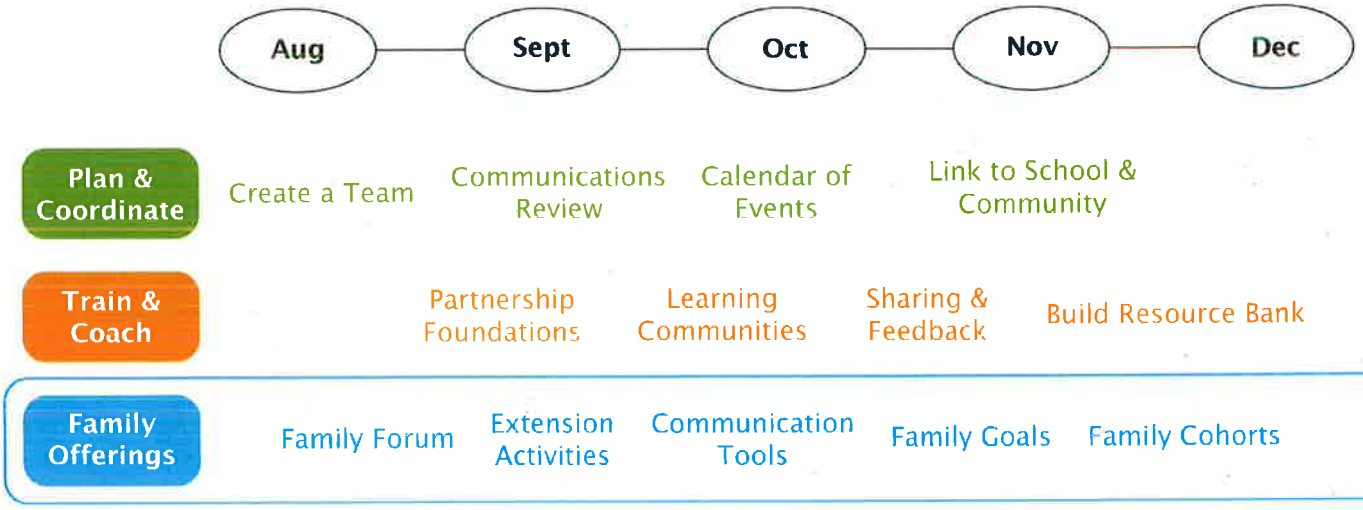
- Small amounts of funding to support messages, extension learning, or joint learning sessions.
- Coaching and support to develop family learning extension and play activities.
- Examples from peers, sharing how they are supporting families to strengthen literacy skills.
- Examples from Alaskan and national organizations of partnerships that boost literacy and pre-literacy activities.
- Guidance material from DEED to align family activities.

"Just as children learn to build with blocks or sort manipulatives by color, we want students to play with language. Nursery rhymes, songs with a pattern or that play with changing sounds should be introduced early and reinforced often"

– Alaska's Reading Playbook



SUGGESTED TIMELINE FOR THE ALASKAN FAMILIES READ PATH



PLAN & COORDINATE

- Establish a team to coordinate school-wide literacy activities.
- Review communication examples to build opportunities.
- Establish a calendar of events.
- Link extension and community partner-led activities to school efforts to align with classroom learning and community context.

TRAIN & COACH

- Family partnerships foundations training that builds in relationship building, communication, and other key building blocks for partnership.
- Learn about Alaskan and national examples of family literacy partnerships.
- Share your lessons and extensions with other schools to use and to receive feedback.
- Build and review available resource bank.

FAMILY OFFERINGS

- Family peer discussion forum.
- Weekly extension activities, including culturally affirming family learning and play sessions.
- Weekly sequenced family communication templates and tools.
- Family goal meetings.
- Four-week Family play and learning cohort.

ADDITIONAL PATH RESOURCES:

Mississippi Learning at Home and Grade Level Guide

Alaska Reads Act

Early Learning Guidelines

FOR MORE INFORMATION, CONTACT:

Lori Grassgreen, lgrassgreen@aasb.org

Nome Public Schools Student Representative Report For

Month of April

Submitted on: May 3, 2023

I. **Student Athletic Activities**: Nome Public Schools has a wide range of athletic activities that are branched out in the academic school year: Currently we have girls and boys basketball, cheerleading, as well as the special Olympics:

   A. Native Youth Olympics competed at state during the weekend of Aril 22-23rd. The athletes were, Wookie Nicholas, Vivienne Heers, Dominick Sockpick, and Alohna Johnson coached by Vanessa Tahbone. The students did a great and respectable job at representing their school in Anchorage during the state competition.

II. **Academics Activities:** Nome Public schools has been encouraging students to branch out to more academic based organizations.

   A. N/A

III. **Club/ Organization:** Club organizations are run by a teacher and usually help open up opportunities to students of all age/grades. These clubs can both be school oriented, or run-by youth outside of school.

   A. The Junior Prom was held during the 21st of April. This year it was hed at the Mini Center. The prom queen was Asa Hukill, king was Steffan Booth, princess was harmony martinson, and prine was Deacon Callahan. Overall, students enjoyed the night and seemed to have a great time.

   B. Drama club is nearing the end of their practice time and closing in on the actual days of the play. Rachel Finney is the director of the play, and will have the performance live and ready at the elementary school sometime within the next or so.

C. National Honor Society is now opening applications for new members and will be having an orientation sometime in the next two weeks. The gathering will be in the Mezz, of the Nome-beltz Middle School, and will have food provided. New members will be initiated in and receive pins as physical reminders that their accomplishment.

IV. Meals :

A. N/A

V. Concerns:

A. Drug usage on school grounds has become a major concern. Students do not feel safe knowing that drugs are being brought on to the campus and being passed around during the school hours. There has been several incidents of students being caught, or lack thereof, of being under the influence. It has become a serious issue where some youth are able to get away with having drugs, while only a few are actually caught in the act. This is a danger to students health and the safety of Nome-beltz.

B. Gun violence and lookdowns has now recently been a concern from the students, after the follow up of the incident two days ago (as well as our few lockdowns over the year). Many students are concerned about the lock down proceeders, police in the building, as well as the possibility of weapons on school grounds. A majority of families and students were concerned, if there every was an actual active school shooter, how may teachers and students know how to protect themselves.

Nome Elementary School

Box 131 • Nome, Alaska 99762
Phone: 443-5299 Fax: 443-2850

Elizabeth Korenek-Johnson
Principal

Nicholas Settle
Assistant Principal

May 4, 2023 (April Report)

Dear Board Members,

May the fourth be with you each, and also with us ☺, as we finish out what has been a really good school year. As this is our last report to you I will summarize April happenings and include as much of May as I can.

April marked the end of both our Youth Basketball program and winter Ski Club. The kids had a great time and we are so grateful to the many volunteers that make these programs happen. Many thanks to our NES Basketball Coordinator, Klay Baker, and the coaches and referees that gave so willingly of their time and expertise. A special thanks to NSEDC for their annual financial support of our "Little Dribblers" program. We enjoyed, also, gaining from the skills and knowledge of Keith and Mallory Conger, Keegan Bourdon, Leonard Lastine, and Ian McRae out on the snow. Our kids made great physical and personal growth through the offerings of these two high-quality programs. Thank you!

Ms. Kimnaq's and Anaŋalautaq's Immersion classrooms were visited by Amber Otton and ten NACTEC students from all over our region on April 19th. Amber and the students enjoyed listening to the teachers and students teaching and responding in Inupiaq and noted that the young students were very engaged in the learning in their classrooms. These ladies, these classrooms, these students, the language… It is connection, and healing, and learning, and it makes an enormous positive impact on our families and community. Thank you for your continued support and efforts to provide more much-needed support.

Nome Elementary School second grade student, Bradley Rowe, competed in the Arctic Innovation Competition hosted by UAF in Fairbanks on Saturday, April 22nd. Bradley proposed an idea for a Snow Cone Machine for snow blowers and presented his idea to a large crowd during the competition. He received an honorable mention for his submission. Many thanks to Sophia Pantelis and NACTEC for their incorporation of STEM activities in our NES programming, and support and encouragement to your innovators. Congratulations to Bradley and his proud parents!

April was the month for our second grade students to participate in the "I Know I Can" program with our UAF/NWC partners. Students participated in classrooms via Zoom this year. They were read the story about going to college, given an opportunity to think and write a about what they to do when they grow up, and prepared a postcard that will be sent back to them in a couple of years to remind them of their aspirations and abilities!

April and May have seen much activity in our Pre-K partnerships and preparing our upcoming Kindergarten students for the transition. We hosted three Kindergarten Kick-Off evening events where families learned about kindergarten, were able to answer questions, and got to visit classrooms along with their students. Then, during the week of May 1st each of the Pre-K classes (Kawerak Salmonberry, Kawerak Blueberry, and Nome Preschool) each visited NES during the school day. They received a guided tour of the building and got to visit the classroom to which they were tentatively assigned. That joint placement meeting took place on April 26th with our Kindergarten teachers and all the PreK teachers. Additionally, Meghan Ten Eyck and Janet Balice took time on April 21st and beyond to visit the PreK classrooms to complete Kindergarten readiness surveys. This gives them good information to build balanced classrooms, and the opportunity to strengthen partnerships with PreK staff. We have more ideas to increase this effort in the future as well!

April 28th brought the closure of the state testing window. Of all Nome Elementary School students, only one fourth grader was not assessed due to an extended vacation, and one fifth grade student was not able to complete the Alaska Science Assessment. Otherwise, throughout classroom test session efforts and continued make-up sessions during the testing window, we were able to complete all state testing. Additionally, our Kindergarten through second grade students have been completing their Spring MAP Growth assessments. Make-ups are occurring this week.

May will continue to be a very busy. Our fifth grade students will be visiting Nome-Beltz Middle/High School for an orientation on Tuesday, May 9th. The following day they will participate in UAF/NWC's "Kids2College" program. This will also be a virtual event this year. May 8 – 12 is not only Teacher Appreciation Week, but also will be a spirit week at NES. We will have Sports Attire Day, Sunglasses Day, Hat Day, Tie Dye/Bright Color Day, and Blue & White Day. We will host a family math night on Thursday, May 11th. Various class field trips are scheduled for around the community between May 8th and May 17th. The final week of school will see a musical performance by Mrs. Bourdon's Class, Kindergarten promotion ceremonies for each class, and our 5th Grade Promotion. So much is happening!

In April we celebrated another eight mascot posters, representing 160 reading logs being turned in. Congratulations to Kiminam inauraa (Ms. Kiminaq's class) for one mascot, Ms. Ten Eyck's class for two mascots, Anaŋalutam Inauraa (Mrs. Conger's class) for three mascots and Mrs. Erikson's class for two mascots. Already In May we have recognized both Ms. Ten Eyck's Class and Ms. Secor's class again, too! We hope our students continue all this great reading over the summer.

STEM Star for April: April's STEM Star of the Month was Fourth Grade student Dallas Ahmasuk. Dallas "*is an all-around great student and role model for his peers in STEM. He takes on leading his work station group and supports all ideas with kindness. Way to go, Dallas!" ~Sophia Pantelis, STEM Teacher*
STEM Star for May: May's STEM Star is Emma Takak. Emma *"is a natural leader and has created a positive classroom environment in (the) engineering workspace all year long. Way to shine, Emma!" ~Sophia Pantelis, STEM Teacher*
Congratulations, Dallas & Emma! They received robotics kit and an "All You Need to Know About Science…" book.

April's Inupiaq Values & Phrases:
Respect for Elders: utuqannat kammagiralui
Cooperation: kattiiłutiŋ sahuagat

Week of: Apr. 3: Manaġiaqtuq (He/She went ice fishing.)
Apr. 10: Itaŋniaqlui utuqannat (Visit elders.)
Apr. 17: Iilatin naguatun sawiluzi (Work well with others.)
Apr. 24: Umiaqtuwik (April – The time of hunting by umiaq.)

May's Inupiaq Value & Phrases:
Reverence Toward Nature: Kammakłui Nunamiituat

Week of: May. 1: Samma! (Pay attention! or Watch!)
May. 8: Aa'aa (Almost)
May. 15: Naanaakun! (Later!)

Coming Events:
-May. 8-12: Teacher Appreciation Week
-May 8-12: NES Spirit Week
-May 10: District Staff Year-End Celebration, 3:30PM-5:00PM, Beltz Cafeteria
-May 11: Family Math Night, Commons (time TBA)
-May 15: Ms. Ten Eyck's Kindergarten Promotion, 1:00PM, Gym
-May 16: Ms. Janet's Kindergarten Promotion, 10:15AM, Gym
-Mrs. Bourdon's Class performance, 12:15PM, Gym
-Ms. Kiminaq's Kindergarten Promotion, 1:00PM, Gym
-May 17: 5th Grade Promotion, 11:30AM, Gym

Statistics:
School was in session for 18 days in April:
-We had an attendance rate of 83.7% ALL grade levels fell between 81% - 86% attendance (even Kindergarten!). This is an improvement of 7% overall from last month, and 21.5% in Kindergarten (62.8% to 82.3%). YAY!

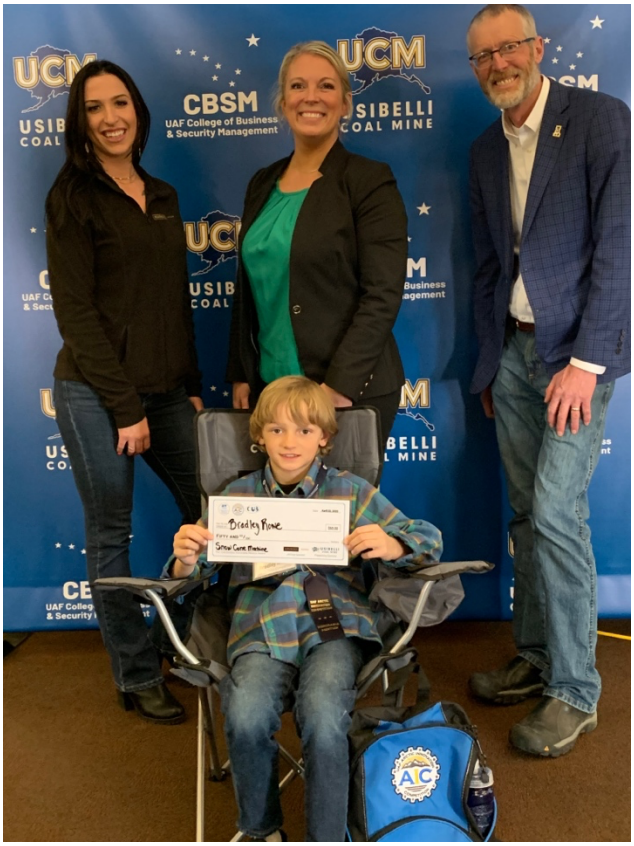
-We served 3,608 breakfasts, and 3,452 lunches.

-64 individuals from the community volunteered/visited a total of 214.5 hours in the school. This includes family members of nearly all of our kindergarten students who came to enjoy High Table Luncheons with their children.

Nome Elementary School provides a positive and welcoming environment where our culturally-diverse students, staff, and community members are valued through mutual respect, collaboration, safe interactions, and enriching experiences. Clear and high expectations serve as guidelines to reach success and wellness for all students in this rapidly-changing world.



Above: Bradley Rowe presents his idea to the full AIC Crowd. Below: Bradley accepts his $50 check for his honorable mention (photos courtesy of Doug Walrath).





4th and 5th grade students wrapped up a great basketball season in early April.



ACSA School Board Report
May 9, 2023

Lisa Leeper, Principal

Enrollment / Attendance Update

- We had a 97% student attendance rate for April.

Classes and Activities

- ACSA received 32 applications for enrollment for the 2023-2024 school year — twenty-five for students entering 5th grade (four were siblings), four for 6th, three for 7th and none for 8th. We held a lottery and have registered 15 new students in 5th grade for the upcoming school year. Our current waiting pools have ten 5th graders, six 6th graders, and seven 7th graders. Student enrollment follows lottery priorities: grade level balance, children of certified staff, siblings, children of founding families, and the oldest waiting pool.
- On April 14th-21st, Ms. Smyke traveled with our twelve 8th graders and three parents to Washington DC for a trip with the Explorica program. They explored DC with a tour guide and visited many historical places. They toured monuments and memorials and learned some of the history behind each, went to several museums (American Indian, Holocaust, Air and Space, American History, and Natural History), attended a performance at Ford's Theater, went to an Orioles vs. Nationals baseball game, toured Mt. Vernon and learned about George Washington, and enjoyed many other excursions/ activities. Students really appreciated the trip and are in the process of making a video that depicts what they did, as a thank you to the supporters of the trip.
- For the dates of April 25th - 28th, seven staff members from Nome Public Schools participated in workshops and sessions for the 21st Annual Northwest PBIS Conference. Our district is now part of a DEED supported cohort to work on PBIS and to address inequities in suspensions that surfaced in our state reported data. One way to address the disproportionality is to think about our expectations for students and our systems of supports. PBIS (Positive Behavioral Supports and Interventions)

is a set of ideas we can use to improve a feeling of belonging and inclusion in the school setting, helping to promote learning and achievement. The PBIS model is very comprehensive and will take time to put all pieces in place, but our district team is ready to help lead the discussions and planning necessary to make forward progress in each of our schools.

- From April 26th-May 8th, ACSA partnered with the Native Connections division of the Norton Sound Behavioral Health Department to offer beading and carving opportunities for students. Each student was involved in one or the other activity for three consecutive sessions with instructors on site at NSHC. This was an extension of our original plans to involve students in talking circles as a way to work on building relationships to form a respectful school community. The experience was wonderful, and we hope to make more opportunities for cultural and restorative practices available next school year.
- In coordination with the special schedule we created to accommodate the wellness activities at NSHC Behavioral Health, we held nine days of special activities at school. These included chemistry labs, film making, and speech writing in the mornings, and special electives in the afternoons. Parents and community members were invited to teach the elective classes, each lasting three sessions, and we had quite a variety of offerings for students to choose from. The learning was enjoyable!

. Eskimo YoYo - Sandi Keller
. Crochet - Michelle Ahnangnatoguk
. Speak French - Shauntel Alvanna
. Skiing - Mr. Collins
. Science Investigations - Keane Richards
. Video/Movie Digital Story - Kendra Takak
. Sew Polar Fleece Hats and Neck Warmers - Sandi Keller
. Speak Inupiaq - Okleasiks
. Solve Magic Cubes - James Ventress
. Cooking - Kim Knudsen
. Sumo Bots, Lego Robotics - Lisa Leeper
. Dog Mushing - Sarah Richards








STAFF

Nome-Beltz Middle High School
PO Box 131, Nome Alaska 99762
Phone: 907-443-5201 Fax: 907-443-3626

Date: 04 May 2023
To: NPS Board
From: Teriscovkya Smith and Dr. Michael Akes
Subject: May Board Report

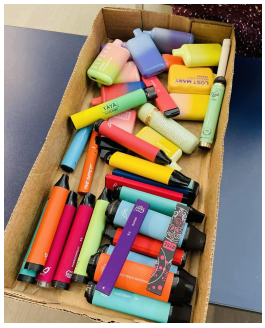
NBMHS Current Enrollment: 271

Student Celebrations:

- **High School Upperclassmen Award (grades 11-12):**
  - Amy Nguyen, Graduating class of 2023
    - 4.0 grade point average; graduated
- **High School Underclassmen Award (grades 9-10):**
  - Luke Hansen, 10th-grade
    - 4.0 grade point average for 3 consecutive semesters
- **Middle School Award:**
  - Chevy Reader, 7th-grade
    - 4.0 grade point average for the academic year

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

- **Campus Safety and Security**
  - NBMHS staff met to address campus security issues and reviewed our Run. Hide. Fight. Protocol. We look forward to a more comprehensive, district-wide training this fall and revisiting protocol throughout the year with our much improved inservice schedule in the new FY24school calendar.
- **Substances on Campus**





  - Vape and dab pens continue to have a consistent presence on the Beltz campus and the student body has expressed its concerns over how prevalent these devices are throughout the day, every day. Two incidents of overdosing have occurred this semester and the issue seems only to be intensifying within all student populations. Staff has expressed



concerns about how a long summer might impact our youth in relation to substance abuse given increases in issues related to student social and emotional growth. But this issue turned epidemic is not unique to Nome: State and nationwide use of these devices are on the increase and school efforts to curb campus use have varied successes at best. The picture to the right depicts devices confiscated in the last few weeks, including lighters, which are prohibited on campus.

- Searching students and lockers, monitoring bathroom sensors, policing the campus, and delegating exclusionary discipline is a defensive tactic that drains staff, poses barriers to educational access for students, and proves to be an ineffective means of keeping our campus free of substances. Depending on the device, the amount of nicotine and THC can vary by wide degrees and withdrawals pose major barriers to students returning after a substance-related suspension. Resources for assistance in cessation are limited for minors. An offensive, intentional educational approach akin to what we have seen in decades past is our best hope to promote healthy choices for our students. With support from DEED, the CAMP department, and the Nome Police Department, Beltz will increase its substance abuse educational platform through Health education, e-learning modules for staff, students, and their families and explore alternatives to suspension and possible supports for students trying to quit. In August and September, staff will work in partnership with our Leadership Team to set measurable goals for the 2023-2024 school year to address this issue and plan for a fall assembly for students that will present information and set campus expectations when it comes to substance use and abuse. Principal Teriscovkya Smith continues to reach out to local, regional, state, and federal politicians for a more statewide comprehensive K-12 substance abuse prevention curricula.

- **NBMHS Staffing and Recruitment:**
  - Efforts are moving along with remaining vacancies in MS/HS Music, Art, HS English, and HS Physical Education/Health. It has been difficult to entice applicants given the housing difficulties, the cost of life in Nome, and competitive salaries from around the state. Teacher movements and farewells from this year include the following wonderful individuals:
    - MS ELA, **Sarah Davies**
      - Mrs. Davies is taking her talents to Eastern, WA while her husband, Tim Davies, pursues graduate studies. We will miss Sarah and Tim and cross our fingers that life brings them back into the fold of the Den!

- MS Generalist, **Cassie Laurence**
    - Ms. Laurence is transitioning to Nome Elementary School to teach 5th-grade. Her solid instructional practices and routines will greatly benefit *both* campuses!
- MS ELA/Read 180, **Jennifer Shreve**
    - Mrs. Shreve will head back to NES and the 5th-grade; her background in curriculum and role as an intern via a Leadership program will definitely help grow our district in positive ways. She will continue to work with NBMHS staff in MAP data exploration and curriculum resources development, so we know we'll get our doses of her talent!
- HS English, **Aidan Kobeck**
    - Ms. Kobeck will bring her talents into the position currently held by Mrs. Shreve. She will receive comprehensive training in Read 180 practices and this transition will be one that is beneficial for our students as they grow their foundational skills. Ms. Kobeck will also bring Art to the MS as we work to increase electives.
- HS Social Studies, **Michael Hoyt**
    - Mr. Hoyt made an incredibly difficult decision to shift from classroom instruction to a position within Kawerak, Inc. As the *Curator of Educational Programs*, Hoyt will partner with teachers and students in a much needed capacity by facilitating our efforts in cultural proficiency and synthesizing local knowledge into planning and improved instructional practices. Mr. Hoyt will continue to teach dual-credit courses, so students will still get their 'Hoyt Fill'. Additionally, Mr. Hoyt will begin his internship through the UAS Educational Leadership program and work to improve campus systems and practices. In his free time, he will work to find free time.
- HS Physical Education/Health, **Victor Sanders**
    - After his first year in Alaska and the NBHS team, Mr. Sanders will bring his student-centered practices to the NES Physical Education program. The students will really miss him and upon hearing the news, one student replied, "I wish I could be a 5th-grader next year." Thank you Coach Sanders for your energy and heart!

Growing the Den:

- **PBIS Moving Forward**
    - An NPS team facilitated by Mary Donaldson made its way to the Northwest PBIS Conference in Portland, OR from April 25-28, 2023. The

NBMHS team consisted of Beltz Principal Teriscovkya Smith, High School Teacher Rachel Finney, and Middle School teacher Ryan Fox. On April 25, the NPS team met with DEED PBIS advisors for an all-day workshop to begin drafting district wide behavior matrices that will be tailored to meet the needs of each respective campus. Moving forward, the MS and HS staff will hold a debriefing in May facilitated by DEED PBIS staff to set the stage for the beginning steps in framework implementation for the 2023-2024 academic school year using data from the 2023 School Climate and Connectedness Survey. Beltz will roll out its framework piecemeal, beginning with a training during the August inservice through DEED, to ensure fidelity, promote equity in disciplinary measures, grow restorative justice practices, and foster a campus of dignity and belonging. This roll out will not happen overnight and we anticipate a 3-5 year process to properly grow our practices until they become an intrinsic part of our school fabric. Through measurable goals and a comprehensive data tracking system, we will regulate and revise our practices as necessary to garner results that we know best support our students.

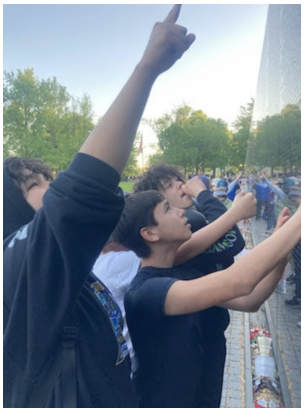
- **Summer School/Credit Recovery Dream Team**
    - While wrapping their academic year, the Summer School/Credit Recovery team consisting of Holly Harlow, Rachel Finney, and Mike Deering have begun planning for this program to promote credit acquisition and skills development. Former NBMHS Social Studies teacher extraordinaire, Grace D'Antonio, will join the team.
- **Class of 2023 Special Guests**
    - Former NBMHS English teacher and Cheer coach, Rebekah Snell (formerly Albertson) will address graduates at commencement and former NBMHS Social Studies teacher Grace D'Antonio will speak at the Baccalaureate. Teachers who have returned over the last 5 years to participate in activities shows how deeply connected they are in the Beltz and Nome community. Yes, plans are underway to prevent them from leaving. #missionpossible
- **8th-Grade Takes DC by Storm**
    - **From Jill Peters:**



On April 14th, thirty Nome Beltz Junior HIgh Students embarked on a once in a lifetime opportunity- the annual 8th grade Washington DC trip.

This record number crew - 31 students - worked a total of 43 fundraisers since June 2022 in order to earn the money they needed to go. They were excited and proud to finally have reached their goal.

While in DC, students went to several museums: The Holocaust Museum, The Museum of African- American History,



The Museum of Natural History and American History. King Island students were thrilled to see a display in the lobby of the Museum of the American Indian of hand carved silverware from King Island by David Alvanna and Peter Mayac.

Students went on an evening tour to see all the Memorials and witness the Changing of the Guard at the Tomb of the Unknown Soldier at Arlington National Cemetery.



On Wednesday the group went to Colonial Williamsburg. Psymon Stalker said this was his favorite because he "liked seeing the old fashioned toy flint locked pistols".

For four days students participated with Close-Up. Close-Up provides our students opportunities to meet students from other states. Jeremy Takak made a new best friend from a reservation in New Mexico, while Kasen and Kian shared a hotel room with two boys from Florida. In addition to meeting new friends, students participate in cooperative learning workshops with students of all different backgrounds where they discuss history, government institutions, current events, and how to practice effective citizenship.

They occasionally took a break from all the learning to just have some fun. A favorite of many was definitely riding the Metro train around the city, the ferris wheel at National Harbor, the pandas at the National Zoo, and Sage Gregg said the best thing of the whole trip was "going to the live show at Ford's Theatre. It was so much fun and a great new experience". Charlie and Elton also declared the show "The best thing we've ever seen!"



The 8th grade has definitely come back wiser, more worldly, and filled with stories and advice for the 7th graders who get ready to begin preparing for their trip in 2024.

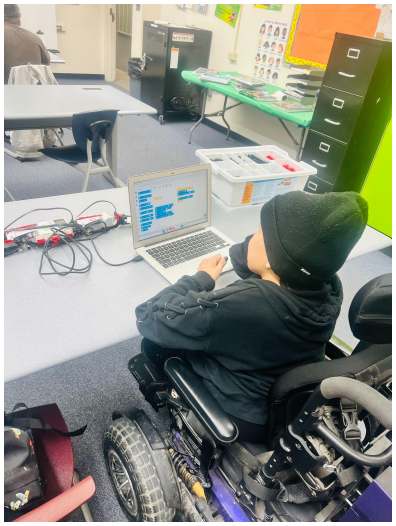
- **Cultural Connections**
  - Mr. Hoyt: The Tribal Government class went to a meeting of the four tribes in Nome on Thursday, May 4th. Students had the opportunity to see how tribal council meetings are held first hand, while also speaking up to voice

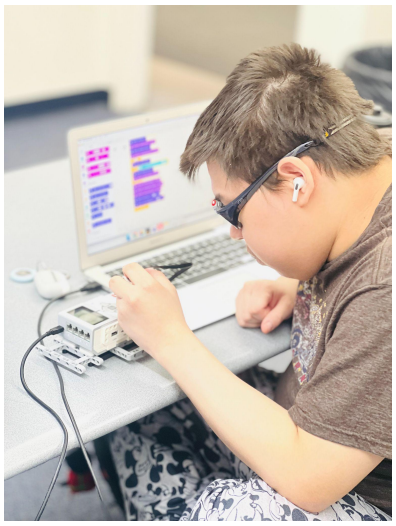
their perspectives on issues relating to education, leadership, and youth involvement. One tribal council member expressed their gratitude for student involvement, noting they "never had a strong voice as a youth and hearing them speak out so passionately was inspiring!"



- Parky Perfection: Harmony Martinson ran to the Main Office to showcase her completed Parka. Harmony has been working patiently in Phyllis Walluk's class to create her own unique work of art.

- **Computer Science and Robotics**
  - Students in Mr. Heinrich's class enjoyed showcasing their knowledge of coding and Lego builds, synthesizing their skills and understanding in foundations that can lead to various careers in technology.







- **Junior High Prom/Middle School Formal: Version 2023**
  - The Junior Prom and Middle School formal proved to be a safe and successful event for all. We appreciate the incredible efforts of Junior Advisors Rosa Wright and Rachel Finney, Beltz Middle School teacher Ryan Fox and ACSA teacher Jessica Smyke, and all of the chaperones and staff who made this event possible.







- **Be the Change Sophomore Research Project**
    - The sophomores in World Literature are embarked on an incredible research journey for a semester-long project called "Be the Change." Each sophomore brainstormed a topic and conducted research into the root causes and effects of their respective issue. Participating students narrowed down their findings to create a project that addresses their topic. They learned about the topic, wrote a research paper, and designed a project that shares awareness and gives back in some way. Some students will present their findings and efforts to the Middle School - presentations include Finn Gregg, who will speak about Men's Mental Health and Wyatt Ahmasuk, who will address Bullying. Nanooks are proving that they are an integral part of campus growth in these serious issues and we applaud Ms. Finney and their efforts.

Activities Wrap-up:

- **NBMHS Native Youth Olympics Thrives**
    - With guidance from Coach Vanessa Tahbone, Nome athletes pulled together to put their skills and talents to the test at this year's annual State NYO competition held in Anchorage April 20-22, 2023. Participants included veteran athletes AwaLuk Nichols (10th-grade) and Alohna Johnson (10th-grade) and new members to the team: Vivienne Heers (#classof2023), Kade Vandermark (11th-grade), and Christopher Smith (8th-grade). Although faced with a short season, Coach Tahbone worked tirelessly with new and veteran athletes to grow a positive experience, which will be an asset as she plans for next year to grow the program. NBMHS has an improved activities schedule and through increased efforts in recruitment we hope to increase student participation and deepen community knowledge of the meaning behind NYO activities.
- **NBMHS Ski Team; from Coach Wright:**
    - This year, our Nanooks traveled to White Mountain to compete in the BSSD Championships and the WISA (Western Interior Ski Association) Championships. Each weekend is a three day competition. For Day 1, skiers go around White Mountain's famous course for the ski race. Day 2 is the biathlon competition where they ski, shoot, ski, shoot, and then ski to



finish. The last day is a relay; at BSSD for fun, at WISA a team relay for points. At the ski meets, word on the ski hill was that our Nanooks were nice and great representatives of the Den!

- Since the induction of the NBMHS Ski/Biathlon team we have held practices with high school, ACSA, and the middle school together. Practices included as many as 23 skiers out in a day! The kids that participate range from our social skiers who just want to get outside to our race team members. We skied in -29F temperatures, beautiful sunsets, 30 degrees with t-shirts and shorts, thick powder, icy snow, and many, many hills.



- Here are the results for all our Nome skiers:
  - BSSD Championships 3/24-26
    - **Ski race (High school 7.5k, Junior High 3.7k) -**
      - Tristen Hobbs, 3rd place, HSB; Kapono Kaha'i, 4th place, HSB; Kevin McDaniel-Farley, 7th place, HSB; Horatio Booth, 8th place, HSB; Pohaku Kaha'i, 10th place, HSB; Aralye Lie, 5th place, HSG; Talan Johnson, 1st place, JH
    - **Biathlon Race**
      - Tristen Hobbs, 3rd place, HSB; Kapono Kaha'i, 4th place, HSB; Kevin McDaniel-Farley, 7th place, HSB; Horatio Booth, 9th place, HSB; Pohaku Kaha'i, 10th place, HSB; Aralye Lie, 6th place, HSG; Talan Johnson, 1st place, JH
  - WISA Championships 3/31-4/2
    - **Ski Race**
      - Kapono Kaha'i, 6th place, HSB; Kevin McDaniel-Farley, 12th place, HSB; Pohaku Kaha'i, 14th place, HSB; Aralye Lie, 8th place, HSG; Kenai Hughes, 11th place, JH; Denae Williams, 15th place, JH
    - **Biathlon**

- Kapono Kaha'i, 6th place, HSB; Kevin McDaniel-Farley, 11th place, HSB Pohaku Kaha'i, 14th place, HSB; Aralye Lie, 9th place, HSG; Kenai Hughes, 11th place, JH; Denae Williams, 15th place, JH

- **Region 1 Music Festival Results; from Mrs. Hansen:**
  - The NBHS Band and Guitar students did a fabulous job representing NBHS, competing with solos, ensembles and playing in mass band and guitar groups at Music Regions in Unalakleet this past weekend. Congratulations to our music students who qualified for the State Music Contest in Anchorage: Avery Immingan (guitar solo, duet and trio), Addison Knudsen (guitar trio) and Charity Lewis (guitar duet and trio), Luke Hansen (piano solo and trombone solo) and Lucas Marvin (baritone saxophone solo). State Music will be May 12-13. Thanks for all your encouragement and support of these students!







UPCOMING EVENTS:





May 5-6	Drama Club Performance • NES: 5/5 @ 7pm; 5/6 @ 2 & 7pm
May 6	SAT testing
May 10	Spring Concert & Fundraiser
May 11	Last academic day for HS seniors
May 11-17	HS Spring Semester Review & Final Exams
May 12	Senior Skip Day (All Senior work due by 4:00pm)
May 14	Baccalaureate • Seniors meet at Lutheran church at 3:30 with caps and gowns • Ceremony begins at 4pm
May 15	Senior Walk at NES • Meet IN caps and gowns at NES at 8am! • #shineforfuturenanooks
May 15	Scholarship Night • Arrive BY 6:45pm • Presentations begin promptly at 7pm
May 15	Graduation set up
May 16	NBHS Graduation • Seniors meet at 5:15 at Nome Rec Center for parade prep! • Parade begins at 5:30 • Graduation begins at 7pm #thisisreal
May 17	8th-grade Promotion • Families arrive to gym by 9:45am; ceremony begins at 10am. Students go home with
May 17	Last school day! Semester 2/4th Quarter ends
May 18	Teacher Work Day
May 18-20	Spring semester report cards mailed home

Nome Public Schools
Director of Technology Report

Jim Shreve
09 May 2023

Completed Projects

Cyber Security compliance training - as of 30APR23 approximately 91% of staff have completed the training.

End of year technology purchase orders are published. Identified equipment that is needed or needs replaced. Major purchase was the order of replacement printers (50) for classroom, office, and pod areas that are reaching end of lifecycle.

I spent the majority of April completing the School Website Content Management Service replacement and redesign. I have started a soft rollover to the new site with notices and some redirects from the old site as well as social media announcements. We will go live with our new website on Friday, May 19th. I will continue to assign staff member access roles as they complete their website account registration. PowerSchool data imports were successful and our Staff, Student, and Parent contact information is available for the messaging / alert capability side of our website. I have established our App Developer account and am awaiting the launch of our Nome Public Schools App (expected mid May to early June).

Current projects

Installation of equipment: new network cabinet enclosure at NBMHS Kitchen areas scheduled for May23. Installation of environmental air quality sensors (Vaping) in public restrooms at NBMHS (pending install of access panels in hardpan ceilings by Maint Dept). Sensor devices for NES restrooms are ordered and pending receipt.

PowerSchool Summer School setup, End of Year, and Start of Year preparation. Awaiting scheduled dates, courses, staff, and students for NES and NBMHS Summer School sessions. End of Year / Start of Year - in process of Identifying and coding students who are changing schools, retained in grade levels, or graduating as well as removal and creation of departing and incoming staff accounts.

Testing Proof of Concept for an edge network appliance to allow dedicated secure connection to our internal network through issued access devices. These devices would allow remote workers to function (printing services, access to Network Attached Storage, local servers, etc) as if they were connected to our internal network.

Awaiting arrival of four 70” displays to install digital signage devices in NES (2) ACSA (1) and one additional for NBMHS Middle School area.

Future Projects

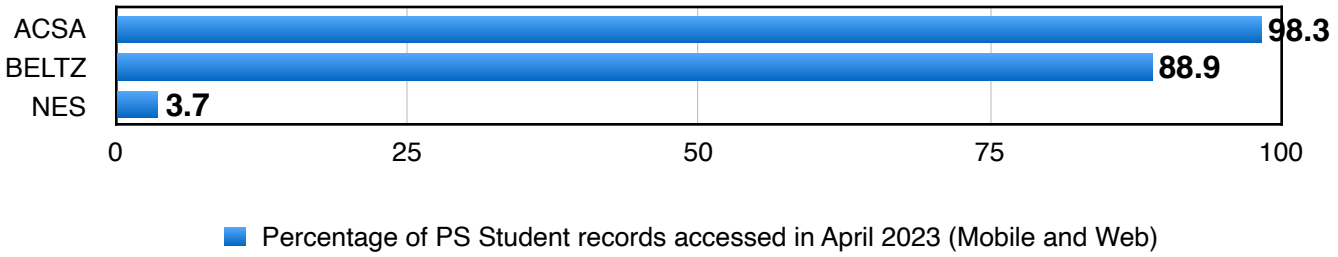
Network diagraming for our entire network infrastructure in support of District Data Protection Policy.

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.

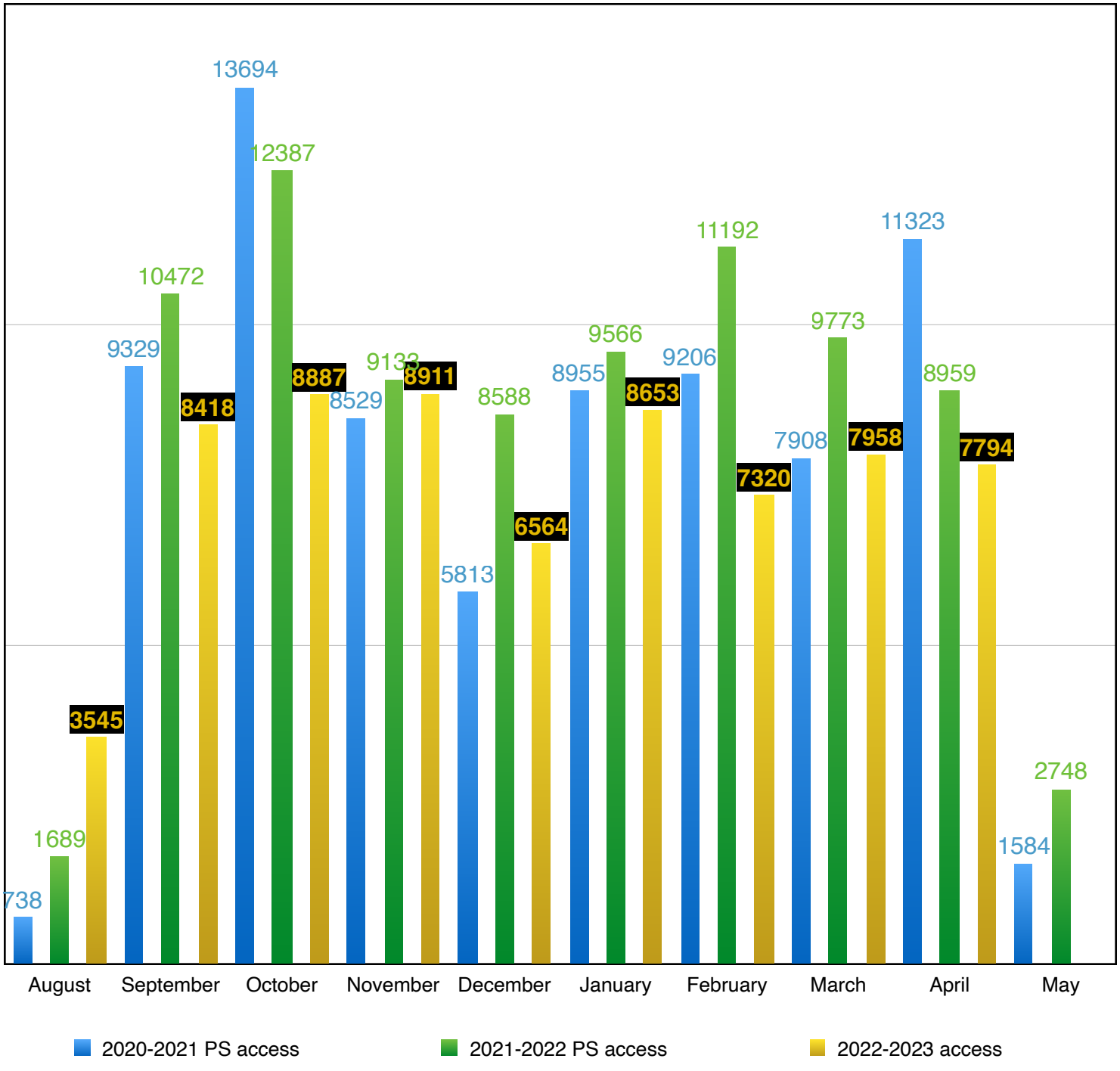
PowerSchool Online Enrollment

SY23-24 New Student is live for Kindergarten Roundup in April. Returning Student form is awaiting PowerSchool End of Year / Start of Year processes.

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

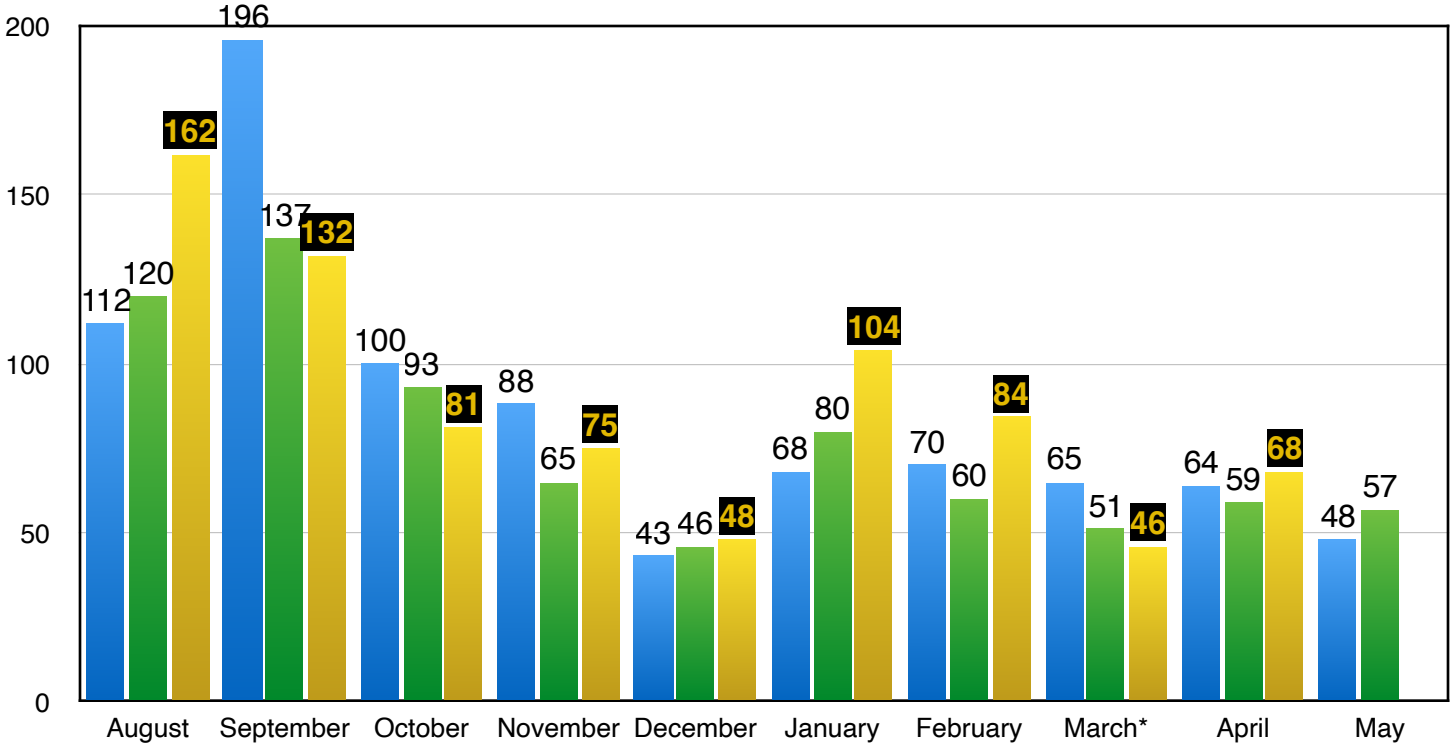


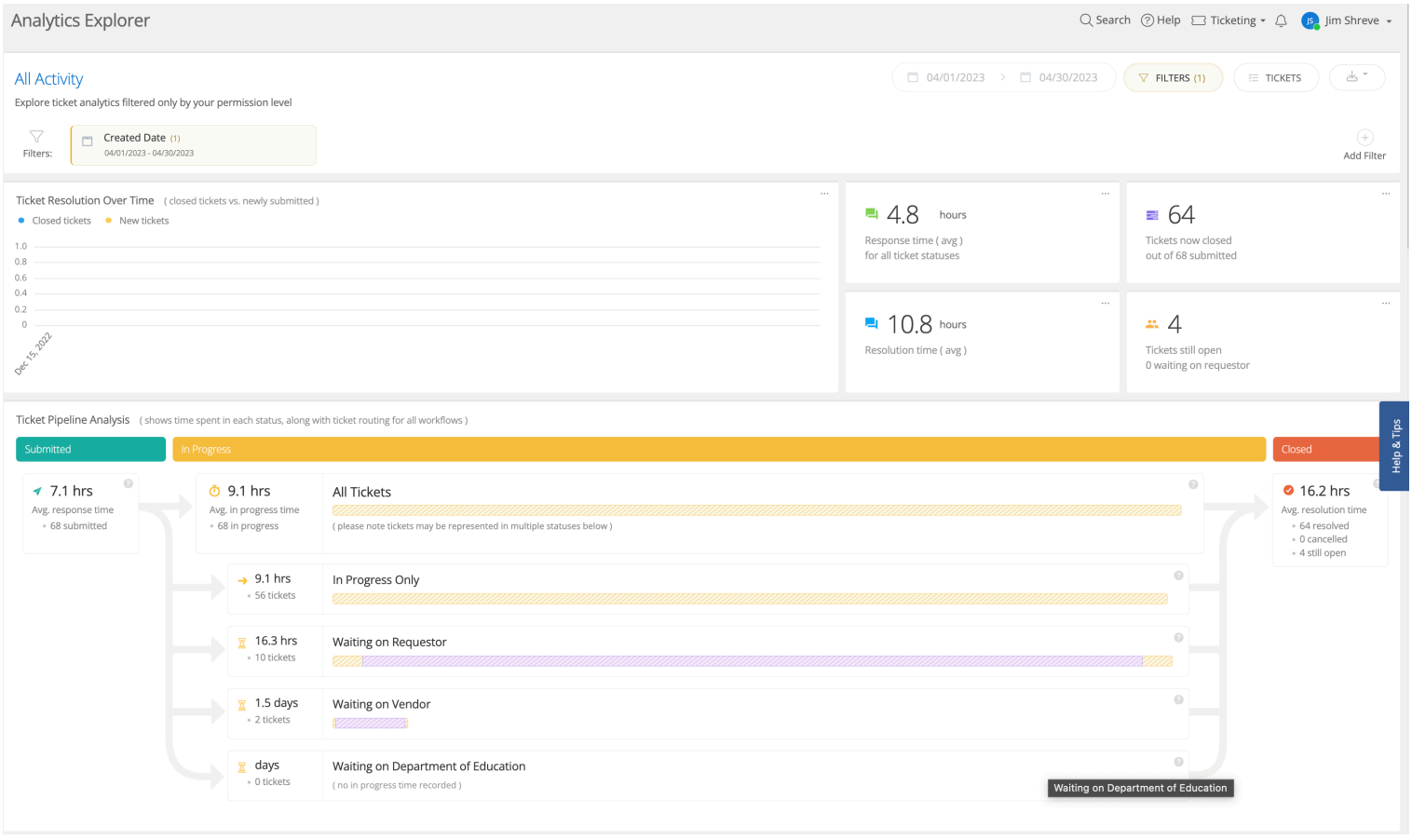
Total Parent and Student PS Web and Mobile Access Sessions:



Technology Web HelpDesk

Part of the Technology Department's duty is to maintain the Technology Web Help Desk for staff to request repairs, training and troubleshooting. In April we closed / resolved 64 out of 68 (94%) of the tech requests submitted through the system. Our average response time was 4.8 hours and average resolution time was 10.8 hours. We encourage staff to make use of this resource but many immediate needs are still handled outside of it.





May Board Report 2023 Mary Donaldson, Special Education Director

Celebrations
PBIS team for their commitment to investing in our children and what will make a difference for the Nome School District
Jill Peters for her devotion to giving our children an experience of a lifetime. The Washingont DC trip was simply amazing.

EQUITY GOAL
Increase qualification and opportunities for children with disabilities.

New Staff
Two special education teachers for the 2023-24 school year visited Nome. LoAna Cooper-Benton and Robert Benton spent time touring the schools, planning with Mr Brown and eating dinner at Ms Smith's home. They funded this trip and are very eager to begin servicing Nome children. We are blessed to have this quality of professionals as a service to our children.

OT/PT/Speech Visits
Our clinicians completed their last weekly visits. We are forming strong partnerships with the hospital and their care. Our Speech Therapist is working closely with Suzan Hess, Norton Sound Speech Pathologist to serve our children. Both professionals are seeing an increase in neurodivergent behaviors and are recommending an increase in services. Our Physical Therapist is working with the elementary physical education teacher to develop a plan to integrate exercises that promote strong core and agile exercises into an all school program.

Staffing
We need more paraprofessionals and one teacher for the 2023-2024 school year. However, we have contracts for six certified special education teachers and Jeff Collins to serve our children in a teaching capacity. We will still need more paraprofessionals to meet the needs of our growing population.

Partner with Headstart
For most of the year, I began my days at Headstart serving our special needs children. A partnership with Aubrey Cooper includes creating plans for the 2023-24 school year that will have staff development partnerships, increased services and hopefully more staffing.

Positive Behavior Intervention Services PBIS
Nome-Beltz middle/ high school is the only school in the state that has disproportionately suspended special needs children for three consecutive years. As a result we are required to dedicate funds from special education to a corrective action plan. Part of the plan was to attend a conference on PBIS. Seven staff, including three

administrators attended the conference and returned with a plan. We have all agreed until we address behaviors, our children's academics will be impacted. District wide behavior expectations were established and a request for staff development in August.

Parent Involvement/Education Plan

Working closely with Mr and Mrs Rida and Rhonda Sparks to create a parent involvement plan for the 2022-2023 school year. We are also partnering with South Central Foundation and University of Kansas to create a program for Nome.

Kawarak Child Advocacy Center

Nome-Beltz Middle/High School had a presentation on advocacy and reporting for abuse from the Kawarak Center. Staff was given the opportunity to ask questions as well as be informed of current trends in the Nome community. We were very impressed with the center and the staff and all they give to our children in need.

Presenting on May 17 with University of Alaska Anchorage and ECHO

On May 17, I will be presenting on "Benefits and Barriers to FASD Diagnosis:Systems, Policies, and Practices" This will be a presentation on how the FASD diagnosis can impact a person's interactions with systems and policies, including self-advocacy for systems change and best practices for educational systems.

FASD as an OHI diagnosis for Special Education

Been working closely with the state associations on FASD awareness. Particularly with Developmental Delay diagnosis and reaching children at a young age. Working with Norton Sound in their plans for a new day care, the visiting pediatricians and the Infant Learning Program.

Neurodevelopment Clinic

Have worked closely with Jody Scarlett and Dr. Zernzach at Norton Sound to assure that our families have transportation and will attend the Neurodevelopmental screening clinic on May 10 and 11. This clinic will provide children with an autism evaluation and determine a plan of service. W

Attendance of Special Needs Children

A plan for researching the cause of low attendance for our special needs children is in place. Daily we will begin contacting special needs children who are not in school to determine the need. Transportation will be provided if needed.

Nome Public School Board, Facilities Service Report, May 2023
Jonathan Duarte, Facilities Director

Maintenance Snapshot:

- Scheduled Work Order in progress: 482
- Work orders not completed: 473
- Preventative Maintenance: 136

Employee Status and New Hire:

- Maintenance Technician II - Jakob Plock

Staffing:

- Custodian III- Mark Smith
- Custodian I- Jimmie Murdock
- Custodian I- Thuong Nguyen
- Custodian Rotational Supervisor- Ivan Bacon/ Darius Johnson
- Custodian II- Bill Baxter
- Custodian Rotational- Jorena Duarte
- Custodian (High School Student)- Aiden Jones and Julianna Duarte.
- Maintenance Foreman- Toby Higginson
- Maintenance Tech II- Ethan Davies

Accidents or Injuries:

- Mitigating potential incidents with daily meetings, reviewing tasks prior to any task assigned.

Maintenance Department Tasks with Status:

- AMLJA Monthly safety briefing attendance.
- ACSA window replacement- pending open schedule.
- AHERA Three year Asbestos re-inspection review.
- Apartment- Washer and drain repaired.
- Apartment- Heat circulation pump reconfigured to match balancing valve.
- DDC Control System- Completing punch list items for final walkdown close out. Pool, mechanical room 14, motor relays replaced and new ddc tied in.
- District Electrical meter identification inventory.
- District Wide Annual Fire Alarm- post inspection repairs
- DOT Janitorial closet repairs.
- Fleet Vehicle PM's - on going, Chevy/ 003- front axle repaired.
- Fitness area still requires rubber mats. Gathering materials.
- Greenhouse review for upgrades.
- HVAC replacement filters- pending on cost effective shipping quote.
- ICA Agreements for local contractors- finalizing.
- Maintenance administration tool upgrade- CCMS transition to Incident IQ.
- Maintenance files of seven years are being reorganized and made accessible.
- NBHS- Boiler room sump pump under repairs.
- NBHS- Ceiling access panels for vape sensors are on order.
- NBHS- Classroom 101-106 heat repairs are added to the next phase. Manually adjusting.
- NBHS- Fuel boiler heat exchanger valve actuator repaired and system automated.
- NBHS- Kitchen Hobart mixer under maintenance.
- NBHS- Kitchen Dishwasher- pending part installation.
- NBHS- Kitchen Heat Exchanger- pending review.
- NBHS- Kitchen electrical pallet awaiting on ordered fuse link.

- NBHS- Gym lighting upgrades. Pending on class schedule.
- NBHS- Exterior lighting timers. Ordered.
- NBHS- Sewer cover damages, review to repair once snow melts.
- NES- Boiler 2- Replaced fire eye sensor and reset fail.
- NES- Fire alarm upgrade- pending quote from Yukon technicians.
- NES- Kitchen Heat Recovery Unit and hood suppression repaired and reinstated.
- NES- New school book material upstairs. Awaiting available support.
- NES- Plumbing repairs- 98% complete.
- NES- Window maintenance and repairs has been started.
- NES- Gym door hinge replaced.
- NES- Removing and replacing damaged door smoke adhesive gasketing seals.
- NMS Annual safety training audit review underway.
- Performance stage and chairs deliveries to various locations.
- Quonset Hut under review. Planning to organize and make repairs as needed.
- Water drainage management around facilities and Elementary playground. Open storm drains and site runoff.
- Volvo Loader - Oil service to transmission and hydraulics. Blade implements upkeep completed.

Janitorial Department with Tasks and updates:

- Building shelves where items need to be organized in storage rooms.
- Deep cleaning pool locker rooms and gym area.
- Re-establish cleaning product account.
- NMS Annual Safety Training Audit.
- Tennet/ Ride along vacuum under repairs and general maintenance.
- Vacuum inspections and ordering parts as needed.
- Equipment that is not in working order are sent out for rebuild or swap for a refurbished one.

Safety Concerns:

- Being aware of slips, trips and falls during the transition of seasons.

Nome Public Schools Board Report
Megan Hayes
Director of Federal Programs
Report prepared for May 9, 2023 Nome Public Schools School Board Meeting

Grants- Consolidated ESEA: Title I-A/Title I-C/Title II-A/Title IV; EASIE; JOM; School Improvement Consolidated ESEA

•Attended the Annual ESEA Technical work shop in ANC April 18-22 to prepare for FY 24 ESEA Consolidated Title grant submission.
•Attended the Alaska Empowerment Spring Convening in ANC with Liz Korenek-Johnson April 26-28
•Attended the Annual National Migrant Education Conference in Albuquerque, NM April 29- May 5th. Highlights of the conference included using funds for student educational travel opportunities and adding after school STEM programs for migrant children.
•**Title I-A- Improving the Academic Achievement of the Disadvantaged- funds for NES Only-** Title I-A Funds covered the Reading Specialist and reading aide's salaries, and reading supplies during SY 22-23.
•**Title I-C, Migratory Education-**
•Second-semester tutoring ended on May 4 at sites. Migrant education covered tuition at Nome Preschool for all migratory eligible students during the SY 22-23 year. Migrant Education covered the cost of migrant eligible 8th grade students' travel to Washington DC. This included assisting with the cost of chaperones.
•As a reminder: Please welcome Jade Murdock to her new role as Migrant Education Coordinator. Jade Murdock has worked hard to grow migrant education participation through her successful recruiting efforts. Jade will continue to be the main contact for our Migratory families. She will remain working ½ time for ACSA and ½ time for the Migratory Education Program.
•**Title IV-Student Support and Academic Enrichment-Districtwide-** This year Title funds were used to supply NBMHS with 8 digital cameras and supplies for HS art and culinary classes. At the middle school grades, Title IV-A funds covered the x-country ski program. Additionally, funds were used to help pay for the costs of the Cultural Arts program for Educators last fall. Title IV-A funds **may** carry forward to the next fiscal year; this year all unspent funds from FY23 will carry forward to FY 24.
•**Migratory Education Literacy Grant**
Barnes and Noble delivered books to students USPS. Families chose their books, placed their order with Jade, and received their books via USPS.
•**EASIE (aka Indian Education and Title VI-A) –** We held the Annual Indian Education Committee meeting April 6, 2023 to approve the FY24 EASIE budget and application. The parents who attended the meeting opted to meet again on April 25th to consider the NPS suggested use of funds. A second meeting was held on April 25th. Three people attended the April 25th meeting and suggested NPS attend the 4 Tribes meeting held on May 4th. As of the time of this report the EASIE Grant application remains unsigned. The proposed use of funds covers a full-time kindergarten immersion aide, 75% of the salary and benefits for the cultural arts teacher at NBMHS, and 75% of the of the salary and benefits for the cultural arts teacher at NES. FY24 will see an increase in funding to $234,399 from $219,299. Proposed use of the additional includes $15000 for the purchase books for the Immersion School and $10,000 to provide the Immersion school with tutoring options for students transitioning to English only classrooms. The EASIE application is due May 12, 2023.
Assessments, Curriculum and Data-
•AK STAR and AK Science Assessments window closed on April 28. This year was the first year that AK STAR was combined with Spring MAP Growth assessments for grades 3-9 in ELA and Math. The AK STAR assessment, in addition to giving a summative score, will also provide a MAP Growth RIT score. This means fewer tests for our students with results for both AK STAR and MAP Growth coming from one assessment.

MAP Growth Windows Grades k-2 and EXT 10-12 (by request)

Spring	April 10- May 10

MAP Reading Fluency (NES Only) Grades K-5

Spring	April 10- May 10

Enrollment by school-

Enrollment	**5/5/22**	**9/8/22**	**10/5/22**	**11/3/22**	**12/5/22**	**1/5/23**	**2/2/23**	**3/10/23**	**4/6/23**	**5/7/23**
Nome Elementary School	315	333	338	338	338	341	343	342	338	**347**
Anvil City Science Academy	60	60	59	60	59	58	58	58	59	**59**
Nome-Beltz Middle Senior High	285	300	297	297	291	297	286	280	271	**271**
NPS Extensions Correspondence	26	22	27	28	29	29	32	30	31	**29**
Total Enrollment K-12	686	715	721	723	717	725	719	710	699	**706**

Nome Public Schools

TO: Nome Public Schools Board of Education
THRU: Jamie Burgess, Superintendent
FROM: Genevieve Hollins, Alaska Education & Business Services, Inc.
SUBJECT: FY2023 Expenditures: 7/01/2022 through 04/30/2023
- All Except Special Revenue Programs -
DATE: May 3, 2023

REVENUES:

	Received	Current Budget	Amount Remaining	% Received
State of Alaska - Foundation	$ 7,479,516	$ 9,013,262	$ 1,533,746	82.98%
State of Alaska - One Time HB 281	383,020	383,020	-	100.00%
State of Alaska - TRS On Behalf	418,996	503,071	84,075	83.29%
State of Alaska - PERS On Behalf	23,617	28,355	4,739	83.29%
City of Nome	1,887,467	3,150,000	1,262,533	59.92%
Impact Aid - U.S. Government PL-874	30,918	35,200	4,282	87.84%
E-Rate	1,032,384	1,338,461	306,077	77.13%
Other (Fees/Gate/Rentals/Donations)	266,943	385,000	118,057	69.34%
Decrease (Increase) of Fund Balance	-	432,352	432,352	0.00%
Pupil Transportation (Fund 205)	515,810	515,810	-	100.00%
Food Service (Fund 255)	522,519	775,000	252,481	67.42%
TOTAL REVENUES	**$ 12,561,189**	**$ 16,559,532**	**$ 3,998,343**	**75.85%**

(Excluding Federal Special Revenue Programs)

EXPENDITURES:

	Expended & Encumbered	Current Budget	Amount Remaining	% Expended
General Fund (100)	$ 11,122,895	$ 14,885,702	$ 3,762,807	74.72%
Pupil Transportation (205)[1]	492,614	560,000	67,387	87.97%
Food Service Fund (255)	631,155	775,000	143,845	81.44%
TOTAL EXPENDITURES AND ENCUMBRANCES	**$ 12,246,663**	**$ 16,220,702**	**$ 3,974,039**	**75.50%**

Percentage of Revenue Budget Recvd: 75.85%
Percentage of Budget Expended: 75.50%
Percentage of Year Passed: 83.29%

Days of Expenditures for this Fiscal Year: 304 Days

Remaining in Fiscal Year for Expenditures: 61 Days

Checking Account Bank Balance as of April 30, 2023 - $8,281,136

[1]The Pupil Transportation contract for FY2023 is $559,108 for regular routes. Fund Balance will decrease from $346,839 to approximately $235,000 by year-end. This year we had additional expense of $45,104 for the purchase of a vehicle for transporting students. Additionally, the Pupil Transportation state funding is less than the amount contracted out for services.

Nome Public Schools

MEMORANDUM

To: Board of Education

Thru: Jamie Burgess, Superintendent

From: Genevieve Hollins, Contracted CFO
Alaska Education & Business Services, Inc.

Date: May 3, 2023

Subject: **Financial Narrative**

FY2024 Budget

The FY2024 Budget was approved by the Board at the April 25, 2023 Special Board Meeting and submitted to the City of Nome on April 26, 2023. The City of Nome will include the ratification of their contribution amount in their May 22, 2023 regular meeting. According to AS 14.14.060, 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.

Once that's completed, we will submit to the Dept. of Education & Early Development by July 15th.

NBMHS Boiler Replacement Project

The NBMHS boiler replacement CIP project, which was approved by DEED for 70% reimbursement (30% District participating share) is being submitted to DEED for reimbursement. Assuming all paperwork and expenses are approved as submitted, the District will receive $68,850 as reimbursement for that project.

ACSA Bathroom Renovation Project

The ACSA Bathroom Renovation CIP project, which was also approved by DEED for 70% reimbursement (30% District participating share borne by the City), was also submitted to DEED. This is being reimbursed directly to the City of Nome, who paid for the renovation.

Payroll & Liabilities

The quarterly payroll liabilities were submitted in April. In May, the Payroll department is processing at least 5 payrolls, 3 of which include end of year payrolls for teachers who chose to receive their final paychecks in May. Payroll will also include the Board-approved Bonus to staff from the one-time State funding. The Business Office thanks all supervisors who worked so hard to turn in all end-of-year payment requests for extra duty contracts, etc. Thank you!

Purchasing

The purchasing deadline of April 30, 2023 has come and gone! The AP/Purchasing Clerk is deep in the throes of finalizing purchases and working on tracking orders, receiving supplies, and paying invoices!

Standard Operating Procedure (SOP) #15

Attached you will find SOP Number 15 – Cash & Square® Handling, for your information, comments, and any questions.

Thank you!

NOME PUBLIC SCHOOLS
Nome, Alaska

SOP No. 15

CASH & SQUARE® HANDLING

1. PURPOSE: To establish uniform procedures to properly account for receipt of all student activity and administrative funds. To provide detailed accounting reports of financial activities to the Business Office.

2. AUTHORITY: Superintendent or designee

3. RESPONSIBILITY: The CFO and Principals

4. PROCEDURE: The following are the general accounting procedures for receipt of all student activity accounts and/or administrative funds.

a. BANK ACCOUNT: The Nome Public Schools maintains bank accounts at Wells Fargo.

b. CASH COLLECTION AND TRANSMITTAL: ALL FUNDS MUST BE DEPOSITED INTACT AND AS SOON AS POSSIBLE. Funds may not be used to cash personal checks, pay vendors, reimburse expenses, pay refunds, or any other purpose other than deposit. Under no circumstances may employees take district cash home with them. FAILURE TO COMPLY WITH THIS POLICY IS GROUNDS FOR DISCIPLINARY ACTION.

1) All cash must be kept in a secure location until taken to the bank for deposit. At a minimum, a locked room with limited access can be used to secure cash. Ideally, cash is secured in the District Office safe in an area of low visibility (i.e. back room or interior room without windows).

2) Individuals collecting cash prepare receipt forms in duplicate for each receipt with the original copy given to the remitter and the duplicate copy held in the school office for future reference.

3) All cash shall be counted and signed by two individuals whenever transmitted to another person.

4) Identify the source of cash with a description (i.e. Boys Varsity Basketball, Student Council, Yearbook, etc.) and the appropriate account code to which the funds will be recorded.

5) Student Activity Funds: Complete an activity form, including cash count, when reporting Student Activity deposits. Coins should be rolled.

6) A copy of the deposit form, cash count sheet, and bank deposit bag shall be sent to the Business department. The Business department will prepare and deposit funds weekly, however, more often if large amounts are collected in order to safeguard cash.

c. ACCEPTING CREDIT CARD PAYMENTS
   1) The District has begun use of the Square® system to receive payments via credit cards.
   2) Access to Square® setup will be limited to the Accounts Receivable clerk and the CFO. No other individuals will be allowed access to add/change setup.
   3) Prior to any sales, ensure the sale options are in the square menu so that proper detailed reports can be pulled, which include a description of the reason for the sale.
   4) Accounts Receivable Clerk must login to Square® system after each "event", or at least monthly, to pull the deposit info from Square® and enter as an RV in the accounting system. Attach copy of Square report with RV as backup.
   5) The CFO will review during the bank reconciliation process.

d. CASH DISBURSEMENTS: Accounts Payable processes all district and Student Activity cash disbursements. See SOP No. 9 – Accounts Payable. Collected cash **may not be used** to cash personal checks, pay vendors, reimburse expenses, pay refunds, or any other purpose other than deposit.

e. CASH BOXES FOR EVENTS: Accounts Payable will provide a check made payable to an employee event sponsor for the event cash box. This employee is responsible for cashing the check to create the cash box and the redeposit of the funds after the event has ended.

f. REVENUE AND EXPENSE STATEMENTS: All sites receive their student activity reports, revenues and expenses, from the CFO. Reports have been set up for each activity, so the report indicates each individual club/activity balances. Student Activity coaches and advisors may contact the Athletic Director or Principal at their site to obtain information about their Activity account balances.

g. STUDENT ACTIVITY ACCOUNT BALANCES: Coaches/Advisors/Principals are responsible for maintaining a positive balance in their respective accounts. Under no circumstance shall a club or activity receive approval to spend funds that would exceed their current balance.

h. BANK RECONCILIATION: See SOP No. 12 for instructions on performing a bank reconciliation.

i. SECURING CASH: All cash on site shall be kept in a locked safe or other secure location such as a locked file cabinet in a locked room with limited access.

REFERENCES:
BP 3450 – Money in School Buildings
BP 3452 – Student Activity Funds

REVISION DATE: 10/21/2019

EXHIBITS: None

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.

Nome Public Schools
PO Box 131
Nome, AK 99762
907-443-2231 – www.nomeschools.org

SCHOOL BOARD COMMUNICATION

Title: Approval of Certified Negotiated Agreement

Date: May 9, 2023

Administrator: Jamie Burgess, Superintendent

Attachments: Redline and Final Versions of Negotiated Agreements

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

BACKGROUND INFORMATION

Negotiations with the Nome Education Association (NEA) concluded in March of 2023 and the proposed agreement was ratified afterwards by the association membership. The one-year agreement provides a raise for staff, adjusts the coaching pay schedule into a flat rate (comparable to other districts), adds a sick leave payout for Tier III teachers, and makes some other minor clarifications.

The administration wishes to thank the participants of the NEA negotiating team – Ms. Jennifer Shreve, Mr. Justin Heinrich and Mr. Jason Brown. We would also like to thank Darlene Trigg, Doug Pfau and Ms. Genevieve Hollins for their part in negotiations on behalf of the District.

ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of the negotiated agreement with Nome Education Association for 2023-2024 as presented.

Sample Motion: I move to approve the negotiated agreement with Nome Education Association for 2023-2024 as presented.

NEGOTIATED AGREEMENT

NOME PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

&

NOME EDUCATION ASSOCIATION

July 1, 2023 - June 30, 2024

Sandra Martinson, President Nome Board of Education	Jennifer Shreve, 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 ~~and JROTC Instructors~~ 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/

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 until June 30, 2023~~3~~4.

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 AND BENEFITS

A. Salary

~~2020-2023 Salary Schedule~~	~~Column A~~	~~Column B~~	~~Column C~~	~~Column D~~	~~Column E~~	~~Column F~~
~~Steps~~	~~B~~	~~B+18~~	~~B+36/M~~	~~B+54/M+18~~	~~B+72/M+36~~	~~B+90/M+54~~
~~0~~	~~51260~~	~~51800~~	~~53508~~	~~55206~~	~~57204~~	~~59014~~
~~1~~	~~52952~~	~~53509~~	~~55274~~	~~57028~~	~~59092~~	~~60961~~
~~2~~	~~54699~~	~~55275~~	~~57098~~	~~58910~~	~~61042~~	~~62973~~
~~3~~	~~56504~~	~~57099~~	~~58982~~	~~60854~~	~~63056~~	~~65051~~
~~4~~	~~58369~~	~~58984~~	~~60928~~	~~62862~~	~~65137~~	~~67198~~
~~5~~	~~60295~~	~~60930~~	~~62939~~	~~64936~~	~~67287~~	~~69416~~
~~6~~	~~62285~~	~~62941~~	~~65016~~	~~67079~~	~~69507~~	~~71706~~
~~7~~	~~64340~~	~~65018~~	~~67162~~	~~69293~~	~~71801~~	~~74073~~
~~8~~	-	~~67163~~	~~69378~~	~~71580~~	~~74170~~	~~76517~~
~~9~~	-	~~69380~~	~~71667~~	~~73942~~	~~76618~~	~~79042~~
~~10~~	-	~~71669~~	~~74032~~	~~76382~~	~~79146~~	~~81650~~
~~11~~	-	-	~~75883~~	~~78291~~	~~81125~~	~~83692~~
~~12~~	-	-	~~77780~~	~~80249~~	~~83153~~	~~85784~~
~~13~~	-	-	-	~~82255~~	~~85232~~	~~87929~~
~~14~~	-	-	-	~~84311~~	~~87363~~	~~90127~~
~~15~~	-	-	-	-	~~89547~~	~~92380~~
~~16~~	-	-	-	-	-	~~94689~~

~~* Add $1000 each year to contract for end of lane - Must spend one year at the end of lane on new schedule~~

~~* Added $500 to starting salary (Step 0) for Columns A & B, $300 to starting Salary (Step 0) for Column C~~

~~***No teacher shall be reduced in salary due to the restructuring of the schedule**~~.

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

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. Teachers holding a Master's Degree may receive up to ten years of combined in-state and out-of-state teaching experience on the salary scale. Step placement for out-of-state experience will be limited by state statute (Sec. 14.20.220.).

2. Official transcripts or certificates of attendance for CEUs will be considered for salary scale horizontal movement ~~placement adjustment~~ 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. 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 initial placement or advancement on the salary schedule.

4. 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.

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 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. 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.

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 teacher use schedule in the teachers’ 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. 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.

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.

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 coach round-trip air fare per fiscal year, ~~scheduled air carrier tourist or seat rate~~, 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. 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.

ARTICLE IV. EXTRA DUTY COMPENSATION

A. Coaching Salaries

Coaching Salary Schedule 2023-2024

			~~Years~~						
	~~Weeks~~	~~Weekly Pay~~	~~0~~	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~	~~6~~
~~Varsity Cross Country~~	~~10.5*~~	~~210~~	~~2205~~	~~2730~~	~~3255~~	~~3780~~	~~4305~~	~~4830~~	~~5355~~
~~Assistant Cross Country~~	~~10.5*~~	~~130~~	~~1365~~	~~1575~~	~~1785~~	~~1995~~	~~2205~~	~~2415~~	~~2625~~
~~Varsity Volleyball~~	~~14.5~~	~~210~~	~~3045~~	~~3770~~	~~4495~~	~~5220~~	~~5945~~	~~6670~~	~~7395~~
~~Assistant Volleyball~~	~~14.5~~	~~130~~	~~1885~~	~~2175~~	~~2465~~	~~2755~~	~~3045~~	~~3335~~	~~3625~~
~~JH Volleyball~~			~~1450~~	~~1650~~	~~1850~~	~~2050~~	~~2250~~	~~2450~~	~~2650~~
~~E Sports/per season~~	~~9.5~~	~~130~~	~~1235~~	~~1425~~	~~1615~~				
~~Varsity Wrestling~~	~~11.5~~	~~210~~	~~2415~~	~~2990~~	~~3565~~	~~4140~~	~~4715~~	~~5290~~	~~5865~~
~~Assistant Wrestling~~	~~11.5~~	~~130~~	~~1495~~	~~1725~~	~~1955~~	~~2185~~	~~2415~~	~~2645~~	~~2875~~
~~JH Wrestling~~			~~1450~~	~~1650~~	~~1850~~	~~2050~~	~~2250~~	~~2450~~	~~2650~~
~~Varsity Basketball~~	~~16.5~~	~~210~~	~~3465~~	~~4290~~	~~5115~~	~~5940~~	~~6765~~	~~7590~~	~~8415~~
~~Assistant Basketball~~	~~16.5~~	~~130~~	~~2145~~	~~2475~~	~~2805~~	~~3135~~	~~3465~~	~~3795~~	~~4125~~
~~JH Basketball~~			~~1450~~	~~1650~~	~~1850~~	~~2050~~	~~2250~~	~~2450~~	~~2650~~
~~HS Varsity Cheerleading~~	~~16.5~~	~~210~~	~~3465~~	~~4290~~	~~5115~~	~~5940~~	~~6765~~	~~7590~~	~~8415~~

~~HS Assistant Cheerleading~~	~~16.5~~	~~130~~	~~2145~~	~~2475~~	~~2805~~	~~3135~~	~~3465~~	~~3795~~	~~4125~~
~~JH Cheerleading~~			~~950~~	~~1250~~	~~1350~~	~~1450~~	~~1550~~	~~1650~~	~~1750~~
~~Native Youth Olympics~~			~~1450~~	~~1650~~	~~1850~~	~~2050~~	~~2250~~	~~2450~~	~~2650~~
~~Activities Director~~			~~6000~~	~~6500~~	~~7000~~	~~7500~~	~~8000~~	~~8500~~	

~~* Length of season for cross-country increased by one week per ASAA~~

~~** Varsity coaches who are Nome Public School Certified Employees will receive a longevity bonus each year after they spend one year at the end of the scale. The bonus will be in the amount of one additional week's pay (as listed in the scale) for each year after the end of scale year. This bonus will be for the term of this negotiated agreement only.~~

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
MS Wrestling		$2050
MS Basketball		$2050
MS Cheerleading		$2050
Native Youth Olympics		$2050
Activities Director		$8500

*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. ~~Coaches will be placed on this scale based on their years of coaching in that sport while employed at Nome Public Schools. Additional years of experience may be credited for comparable~~

~~years coaching outside the District at the discretion of the Superintendent and Activities Director.~~

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/weekend. Duties and pay may be split between two individuals, and the total pay may be raised as high as $250 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.

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
Freshman Class Advisor	$600
Sophomore Class Advisor	$850
Junior Class Advisor	2 @$1450
Senior Class Advisor	2 @1250
~~Jr/Sr~~ Pep/Spirit Club Advisor	$1050
HS Student Council Advisor	$1250
~~Jr HS~~ MS Student Council Advisor/ACSA House Advisor	$1,000
Drama Club Advisor	$1050
Yearbook Advisor	$1250
Student Newspaper	$1050
National Honor Society Advisor	$1050
Nome Native Youth Leadership Advisor (NNYLO)	$1750
Elementary Student Council Advisor	$750

1. Payment will be made at the end of the school year when all responsibilities have been fulfilled.

2. 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.

3. 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.

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 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, ~~i~~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 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. The Association President shall inform the District in writing by September 15 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.

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 ~~at~~ 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. (moved from #4)

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

~~5~~. 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, ~~Junior High~~ 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.

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 ~~at least two phone calls and two e-mails~~ 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 ~~address~~ contact information. ~~within a three-day period.~~ It is the responsibility of the teacher to maintain contact with the ~~Personnel Officer~~ 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. ~~Half~~Part-Time Employment

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

2. ~~Half-time = 3.75 hours per school day.~~ Part-time is defined as less than 7.5 hours/day regular teaching assignment.

3. Teaching salary for ~~half-time~~ 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 ~~1/2~~ 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.

6. Tenure and placement on the salary scale for ~~half-time~~ 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 ~~half-time~~ 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.

~~3~~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.

~~4~~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.

~~5~~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.

~~6~~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. Personal leave with full pay shall be accrued at the rate of ~~three (3)~~ four (4) days per year, with the second working day of each year set as the accrual date for that school year. Unused personal leave accrues from year to year to a maximum of ~~seven (7)~~ eight (8) days. Unused personal leave exceeding ~~four (4)~~ 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 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 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 preceding 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 ~~pay shall be deducted from the employee's paycheck.~~ 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.

NEGOTIATED AGREEMENT

NOME PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION

&

NOME EDUCATION ASSOCIATION

July 1, 2023 - June 30, 2024

Sandra Martinson, President Nome Board of Education	Jennifer Shreve, 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/

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 until June 30, 2024.

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 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

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. Teachers holding a Master's Degree may receive up to ten years of combined in-state and out-of-state teaching experience on the salary scale. Step placement for out-of-state experience will be limited by state statute (Sec. 14.20.220.).

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. 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.

4. 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.

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 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. 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.

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 teacher use schedule in the teachers' 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. 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.

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.

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 coach round-trip air fare 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. 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.

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
MS Wrestling		$2050
MS Basketball		$2050
MS Cheerleading		$2050
Native Youth Olympics		$2050
Activities Director		$8500

*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/weekend. Duties and pay may be split between two individuals, and the total pay may be raised as high as $250 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.

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
Freshman Class Advisor	$600
Sophomore Class Advisor	$850
Junior Class Advisor	2 @$1450
Senior Class Advisor	2 @1250
Pep/Spirit Club Advisor	$1050
HS Student Council Advisor	$1250
MS Student Council Advisor/ACSA House Advisor	$1,000
Drama Club Advisor	$1050
Yearbook Advisor	$1250
Student Newspaper	$1050
National Honor Society Advisor	$1050
Nome Native Youth Leadership Advisor (NNYLO)	$1750

Elementary Student Council Advisor	$750

1. Payment will be made at the end of the school year when all responsibilities have been fulfilled.

2. 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.

3. 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.

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 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, ~~i~~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 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. The Association President shall inform the District in writing by September 15 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.

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.

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.

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. 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. 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 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 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 preceding 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.

Nome Public Schools
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SCHOOL BOARD COMMUNICATION

Title: Board Policy 2nd Reading

Date: May 9, 2023

Administrator: Jamie Burgess, Superintendent and Genevieve Hollins, CFO

Attachments: Board Policy for Adoption

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

BACKGROUND INFORMATION

The Board of Education reviewed and approved the first reading of the policy listed below at the April 13, 2023 Regular Board meeting. The policy is now presented to the Board for a second reading and adoption.

BP3470 Fund Balance Classification

ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of the second and final reading of board policy BP3470 Fund Balance Classification.

Sample Motion: I move to approve the second and final reading of board policy BP3470 Fund Balance Classification.

BP 3470 FUND BALANCE CLASSIFICATION

Note: *This policy is consistent with the requirements of the Government Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. The policy allows a school board to have greater control over the district's fund balances by addressing the order of spending.*

Neither this policy nor GASB Statement No. 54 preclude the calculation required to be made in the Auditor's Report on Fund Balance Compliance as required by 4 AAC 06.121(5)(A).

The School Board desires to establish a fund balance classification policy tailored to the needs of the School District in a manner consistent with governmental accounting standards. As provided for in Governmental Accounting Standards Board (GASB) Statement No. 54, the School Board identifies the order of spending unrestricted resources applying the highest level of classification of fund balance, while honoring constraints on the specific purposes for which amounts in those fund balances can be spent.

It is the responsibility of the Superintendent or designee to make recommendations to the School Board regarding fund balance designations. Formal School Board action is required to establish, modify, and/or rescind a committed fund balance amount.

Fund Balance Classifications

Fund balances will be classified as follows:

A. Nonspendable fund balance – The nonspendable fund balance classification includes amounts that cannot be spent because they are either: (a) not in spendable form; or, (b) legally or contractually required to be maintained intact. This includes items not expected to be converted to cash, including inventories, prepaid expenses, supplies, and long-term receivables, and the principal of a permanent fund.
B. Restricted fund balance – The restricted fund balance classification is utilized when constraints (restrictions) placed on the use of resources are either: (a) externally imposed by creditors, grantors, contributors, or governmental laws or regulations; or, (b) imposed by law through constitutional provisions or enabling legislation. This includes "categorical balances."
C. Committed Fund Balance – The committed fund balance classification reflects amounts that can only be used for specific purposes determined by formal action of the School Board. Commitments may be removed or changed by formal School Board action. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Any remaining excess fund balance in a special revenue or capital projects fund at fiscal year end shall be a committed fund balance and designated for the intended purpose of that special revenue or capital project fund. Such fund balances shall be carried over to the ensuing fiscal year as Committed Fund Balance.

D. Assigned Fund Balance – The assigned fund balance classification reflects amounts intended to be used by the district for specific purposes. Intent can be expressed by the School Board or by the Superintendent, having been designated such authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed.
E. Unassigned Fund Balance – The unassigned fund balance classification is the residual classification for the general fund and includes all amounts not contained in the other classifications. Positive unassigned amounts will be reported only in the general fund. If another governmental fund, other than the general fund, has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification of that fund.

Spending Prioritization

The order of spending regarding the restricted and unrestricted fund balances, when an expenditure is incurred for which both restricted and unrestricted fund balance is available, should first reduce restricted fund balance and then unrestricted fund balance. The order of spending regarding unrestricted fund balance is that committed amounts should be reduced first, followed by the assigned amounts, and then the unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

The School Board authorizes the Superintendent to assign amounts to a specific purpose in compliance with GASB 54. An unassigned fund balance should also be reported in the order of spending unrestricted resources, but is not restricted or committed.

Policy

Alaska Statute AS 14.17.505 establishes that a District may not accumulate in a fiscal year an unreserved portion (as defined by 4 AAC 09.130) of its year-end fund balance in its school operating fund that is greater than 10 percent of its expenditure for that fiscal year.

Minimum Unassigned Fund Balance

The District should maintain a minimum unassigned fund balance in its General Fund of 5 percent of the subsequent year's budget expenditures and out-going transfers. Board approval is required to go below 5 percent. This minimum fund balance is to protect against cash flow shortfalls related to timing of projected revenue receipts and to maintain a budget stabilization commitment.

Replenishing deficiencies – when fund balance falls below the minimum 3 percent range, the District should replenish shortages/deficiencies using the budget strategies and timeframes described below.

The following budgetary strategies shall be utilized by the District to replenish funding deficiencies:

• The District will reduce recurring expenditures to eliminate any structural deficit or,

• The District will increase revenues or pursue other funding sources, or,

• Some combination of the two options above

• Replenishment of funds may occur over a multi-year period

When an expenditure has been duly authorized and funding to pay for the expenditure is available within multiple fund balance classifications, the funding available in the most restrictive classification will be used first.

Legal Reference:

DEED Uniform Chart of Accounts

ALASKA ADMINISTRATIVE CODE

4 AAC 09.130 School District Audit

4 AAC 09.160 Fund Balance

ALASKA STATUTES

AS 14.17.505 Fund Balance in School Operating Fund

Revised 09/2022

Revised 04/2017

Revised 09/2016

Revised 01/2013

Adopted: June 10, 2003

Nome Public Schools