

September 24, 2024

Good morning,

I know these are past the due date for the meeting, but we had a heck of a time writing them all up after such a lengthy discussion, and two subsequent meetings with Mr. Alexander when he was in Kivalina, and the Community Leadership Meeting (ASC, City Council, IRA council).

I wanted to include updates to the minutes regarding the two subsequent meetings, but I also wanted to keep those meetings separate from each other.

The meeting when Mr. Alexander was here was, essentially, a carbon copy of the original ASC meeting, except Becky Norton was in attendance. There were no new concerns addressed, but I was able to inform the group that the district had received at least one quote for cameras and I was going to meet with a group the next day to get another one. They were happy that there was movement on that front, but still wanted it to happen quickly. We continued to emphasize that the school district WANTS to provide transportation as much as we are able, but that there is no legal obligation to do so. The meeting discussed the food concerns that were being discussed via social media. I was able to explain that there are certain requirements that we must follow because the food process is a federal program, not just local or state. I also explained that when I unloaded the last load of kitchen freight, I noticed some new items and those items were being included on the menus for September. We were able to explain some of the communication difficulties with the school phones and VHF. I have, and still am, been working with Brandon and Property services to install a better antenna for our school VHF. Brandon has sent materials that we will be able to install soon. Finally, when discussing the issues around employees not getting paid, the members of the group explained that they were NMS employees from previous years.

In the community leadership meeting that occurred on Monday, Sept. 16th at the NANA building in town, I was able to explain the need for cameras to the members of the community leadership. There were still questions regarding the need for cameras now and not before. I addressed those questions by explaining that the first busses were so old we didn't want to invest the money into them knowing that they were going to be gone in a year, and that last year it slipped through the cracks because of all the budget issues we were facing. I further explained that the need for cameras is in the best interest of all those on the bus. It enables us to make sure stories don't get changed over time through social media, and it allows us the ability to keep everyone safe. The discussion quickly turned to the Alaska Administrative Code that I printed out and shared with the group. It states that the district MAY develop a route, but it does not say "must" or "will". There was still a lot of confusion about why that says that. Some members of the IRA council wanted to see the

code that says “will”...what “will” the district provide. I agreed with this member, but said that sounds like a change to the Administrative Code. While that is absolutely something that could be done, it would take a lot of time and a much longer process than the task we should be focusing on: finding more qualified bus drivers. I emphasized, as I had at the previous meeting, that the capacity of one bus driving two routes is less than what we need for all the students. I emphasized that with only one bus driver, if he gets sick or leaves, we’re in the same situation as we are now. I mentioned that members of the ASC have frequently scolded me for not asking for help, and that I am here, now, asking for that help. We need to develop a plan to supplement the bus for now, and train drivers to be qualified as soon as possible.

Various members of the meeting stressed that there are people in town who are capable of driving, and I pleaded with them to get me their names so that I can reach out. I explained that the district is willing to pay for the training and the process for getting that training started is to APPLY for the job. Again, I stated that I needed those names!

Finally, the IRA council asked what it was exactly that I was asking for. I explained that I was asking for a plan to help those who are currently driving multiple trips up and down every day to get kids to school. The IRA and City agreed to put money into gas rebates of those who are volunteering their time and vehicles to drive. This was to be announced and posted throughout the community. Furthermore, at the request of Myra Wesley, the City and IRA are going to work on the applications for VIF and VEI monies to purchase 16 passenger vans for the next barge (most likely the summer already).

This is a very long email, and I apologize for the time it took, but I wanted to make sure I got as much info included from all of the meetings.

Jeremy Millard
Principal
Kisimgiugtuq School
Kivalina, Alaska 99750
907.645.2125--



KISIMGIUGTUQ SCHOOL

General Delivery • Kivalina, Alaska 99750 • (907) 645-2125

Date: August 30th, 2024

Time: 7:00pm

Principal: Jeremy Millard

ASC Members: Becky Norton (AE), Enoch Swan (P), Replogle Swan (P), Myra Wesley (P),
Charles Tinker (Absent)

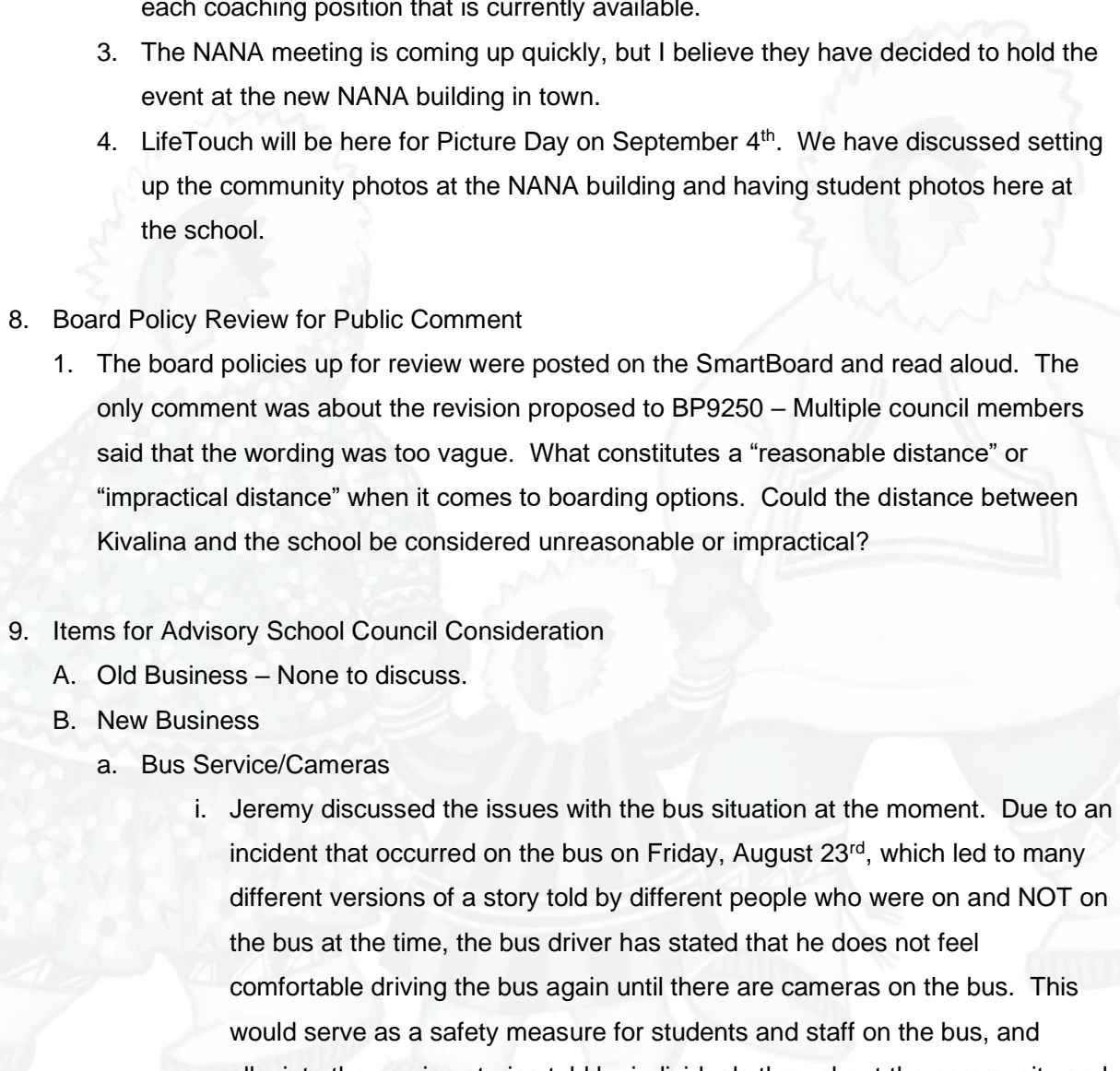
Quorum Established: Yes

1. Call to order - 7:12 PM
2. Roll call – Becky Norton (AE), Enoch Swan (P), Replogle Swan (P), Myra Wesley (P), Charles Tinker (Absent)
3. Moment of silence
4. Pledge of Allegiance
5. Introduction of Staff and Guests – Keziah Millard, Meilvie Castro, Lucilyn Sahibol, Grace Menor, Coy Castro, Jenissa Magbanua, Dolly Swan)
6. Approval of Agenda – Add 'f' under New Business – Elections. Moved by Reppie, 2nd Myra
7. Principal reports
 - A. Student Activities & Funds Update
 1. Current Student Activities account has \$53,000. We used funds last year for clothing that was given to students throughout the year, we used some funds to pay for an extra plane during volleyball regionals, and we used some funds to supplement the Senior trip to Los Angeles. We could purchase more clothing this year with different logo options, but we wouldn't need to purchase quite as much. Myra asked about the purchase of ping pong tables, and Jeremy said he'd look into the costs and shipping.
 - B. Student Attendance & Enrollment
 1. Student enrollment is steady at 150. It is down slightly from last year (160), but we are seeing some students return from other places, and Jeremy's kids are out to visit their mom. Numbers could make it back to 160, or close throughout the year.
 - C. Upcoming Events
 1. Cross country is happening now, but Jeremy hasn't received any applications for coaching. There is still time to find a coach and compete, but it would have to happen quickly. Volleyball and Basketball coaching positions are also currently open with only one applicant, so far, for volleyball. Those positions need to be filled before the season starts in order to have the most time to prepare.

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2. Myra inquired about the pay scale for coaching, and Jeremy shared the numbers for each coaching position that is currently available.
 3. The NANA meeting is coming up quickly, but I believe they have decided to hold the event at the new NANA building in town.
 4. LifeTouch will be here for Picture Day on September 4th. We have discussed setting up the community photos at the NANA building and having student photos here at the school.
8. Board Policy Review for Public Comment
1. The board policies up for review were posted on the SmartBoard and read aloud. The only comment was about the revision proposed to BP9250 – Multiple council members said that the wording was too vague. What constitutes a “reasonable distance” or “impractical distance” when it comes to boarding options. Could the distance between Kivalina and the school be considered unreasonable or impractical?
9. Items for Advisory School Council Consideration
- A. Old Business – None to discuss.
 - B. New Business
 - a. Bus Service/Cameras
 - i. Jeremy discussed the issues with the bus situation at the moment. Due to an incident that occurred on the bus on Friday, August 23rd, which led to many different versions of a story told by different people who were on and NOT on the bus at the time, the bus driver has stated that he does not feel comfortable driving the bus again until there are cameras on the bus. This would serve as a safety measure for students and staff on the bus, and alleviate the varying stories told by individuals throughout the community and on social media. Security cameras have been a reality in all of our schools, and we have discussed the possibility of cameras on the busses in the past. This instance, however, has caused a bit of concern in the community, and we want to remedy the situation as quickly as possible. Jeremy reminded the committee that the school district wants to provide transportation as long as we are able and it is safe for everyone involved. However, the school district

is not legally required to provide transportation. As a community, we need to find alternative ways to get students back and forth to school. Jeremy continued to explain that even at the full capacity of our bus routes and driver, we are not able to fit every enrolled student on the bus. Jeremy emphasized that we HAVE to have an alternative form of transportation to supplement the current bus/bus driver situation.

1. Enoch said that he feels like many members of the community do not know that the district is not legally required to transport students. He feels that members of the community believe that all transportation should be the responsibility of the school/district.
 - a. Jeremy chimed in to remind the ASC that he feels like it's part of the duties of the ASC to be the voice of this type of information for the district. Jeremy emphasized that communication in the community is, sometimes, better received from community leaders as opposed to school staff.
 - i. Enoch agreed but stated that sometimes they want to hear it from "the horse's mouth".
 - b. Members suggested that maybe the members of the local leadership (IRA, City Council, ASC, Borough, etc...) could have a meeting so that Jeremy could explain this information and ask the community for help. Jeremy firmly agreed to meet with the leadership and asked that such a meeting be scheduled prior to the next ASC meeting so that the discussions from that meeting could be discussed at the regular ASC meeting. Jeremy further explained that the next ASC meeting happen in the community, instead of the school, so that more community members could have the opportunity to attend. All members agreed and Enoch offered the Episcopal Church as a venue for the
- ii. Going back to the cameras, Myra asked why it would take so long to get the cameras, and if there was any way the school could use Student activity funds to purchase them to make the process go faster. Jeremy responded

that the process is going to take some time, he doesn't know exactly how long, but he knows that there's a process for getting bids and contracts and then determining where the funds come from, so even though there is no definite timeline, Jeremy is erring on the side of longer just to be safe. As far as using student activity funds, Jeremy said he'd have to look into that, because there might be some differences in how much we can spend on that and what we're allowed to put in the bus with our own funds versus what the district can buy and allow. He said he'd check.

b. Attendance Policy

- i. Jeremy printed off the board policy for attendance and excused absences. He asked the council to help him with the understanding of the policy and how to adhere to that policy during this time (without a bus). According to the policy, Jeremy has the prevue to excuse absences as he sees fit as long as a parent or guardian communicates with the school that their child(ren) are absent. Jeremy asked about the number of potential absences that will pile up for students who do not have a ride. There are already some students who have over 5 absences, and letters are beginning to go out. Jeremy fears that if he excuses every absence, then there will be no incentive for students to come to school. However, Jeremy expresses his concern for families that legitimately do not have the means to transport students up and back.
- ii. Jeremy further explained that he fears some folks misunderstand the term "excused absence". They feel that the excused absence excuses students from the work during the time the missed. That is not the case. Jeremy emphasized that the teachers will need to work with students and families in allowing students to make up missed work, but it will continue to add up more and more. Jeremy further discussed the AR that accompanies the Board Policy that discusses the potential for alternative placement (MS/HS) and alternative interventions (elementary) for students who miss 16 or more days in a semester (excused or not). While this would be a last resort, and hopefully bus service is returned by then, Jeremy said it might be an option

for students and families to consider the district homeschool option if they truly have no way to commute their students.

- iii. ASC members asked about the use of “remote learning” during this time as well. Jeremy discussed the background of “remote learning” as it was intended during COVID. The district is trying to only use “remote learning” for weather related emergencies or when there is no way to hold in-person learning. As it stands, Jeremy explained, we are getting close to half or more of students in the building, so remote wouldn’t be an option he’s looking at right now.

c. Community Assistance with rides

- i. Jeremy further emphasized the importance of the community helping with driving students to school. He, again, explained the situation of not having enough space on the bus for every student even if things were running optimally (for the current time). Jeremy suggested the community could seek funds for fuel and oil from various entities in the community, or possibly the community could look into purchasing vans/busses and investing in a more long-term solution.

- 1. Myra mentioned the availability of VIF funds and/or VEI funds as an option to look into. They could potentially look at paying for fuel or buying vehicles of their own.
 - 2. Enoch and Replogle agreed and said that the City and the IRA could look into the process of submitting those plans. These are things that could be discussed with the community leadership at the meeting they have discussed.

d. Potential bus drivers interested in training

- i. Jeremy made it clear that the best solution right now is to have more qualified bus drivers. Jeremy shared the upcoming ATC classes for CDLs and the process for acquiring the passenger and school bus endorsements.
 - 1. ASC members suggested that there are people in town who are able to drive, even some that have CDLs already.

- a. Jeremy asked for the ASC/community to get him those names as soon as possible so that he can get them through the process.

e. Open House Date

- i. The ASC and Jeremy felt like mid-November would be a good time to have the open house. They could have it as a Thanksgiving Feast. It would encourage people to the school if they could bring and share food.

10. Items for next meeting's agenda

- 1. First and foremost, the community leadership meeting needs to be set, and then the next meeting could be scheduled.
- 2. Jeremy is continuing the funding search for the YONDR phone pouches. He has discussed this Joy in the district office and is currently working on the write-up necessary to fund them.

11. Public Comments

- 1. None

12. ASC member comments

- 1. Myra asked for clarification on what the student activity funds could be used for.
 - 1. Jeremy explained that they are used a lot for sports travel or purchases. Sometimes they are the starter funds for the student store purchases and then it is reimbursed.
 - 2. Myra asked about the purchase of Ping Pong tables, treadmill, or other workout equipment.
 - 1. Jeremy said those are definitely things that would fall under that funding source, and that he could look into the purchase of those types of items.

13. Time and Place of next meeting

- 1. Tentatively set for September 12th at the Episcopal Church at 7:00pm (pending the community leadership meeting has occurred by then).

14. Approval of Minutes

- 1. Approved with no objections.

15. Adjournment

- 1. 10:07pm



SHUNGNAK SCHOOL

PO BOX 79 • Shungnak, Alaska 99773 • (907) 437-2151

Date: September 20, 2024

Time: 1:20pm

Principal: Eddie Williams Jr.

ASC Members: Genenvieve Norris, Maynard Wood, Eddie Williams, Lizzie Commack, Nellie Griest

Quorum Established: **Yes** / No

1. Call to order: 1:20pm
2. Roll call: Genenvieve Norris, Maynard Wood, Eddie Williams, Lizzie Commack, Nellie Griest(Absent)
3. Moment of silence: Yes
4. Pledge of Allegiance
5. Introduction of Staff and Guests: Yes, no guest
6. Approval of Agenda: Yes
7. Approval of past meeting minutes: No minutes from last meeting
8. Public Comments: No
9. Correspondence: none
10. Reports from committees: No
11. Principal reports
 - A. Student Activities & Funds Update- Discussed with committee that school has held two fundraisers for seniors' trip at end of year.
 - B. Student Attendance & Enrollment: Attendance has been very good for elementary and middle school students, but kind of low for high school students. I'm in discussion with site leadership team and ASC members to develop strategies on how to improve attendance for all students.
 - C. Upcoming Events: We'll be having our parent teacher conference (PTC) on 30 Sept., our school open house on 4 Oct. Our plan is to start open GYM on 5 Oct. for community members. I'm looking forward to seeing all this basketball talents in the community.
12. Board Policy Review for Public Comment: None
13. Items for Advisory School Council Consideration
 - A. Old Business: None
 - B. New Business: Ms. Genenvieve discussed the importance of students going to school and getting a great education to allow them choices in life. She also emphasized the importance of students learning their Inupiaq culture, language.

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14. Items for next meeting's agenda: 1. Discuss attendance strategies, 2. Inupiaq culture and language

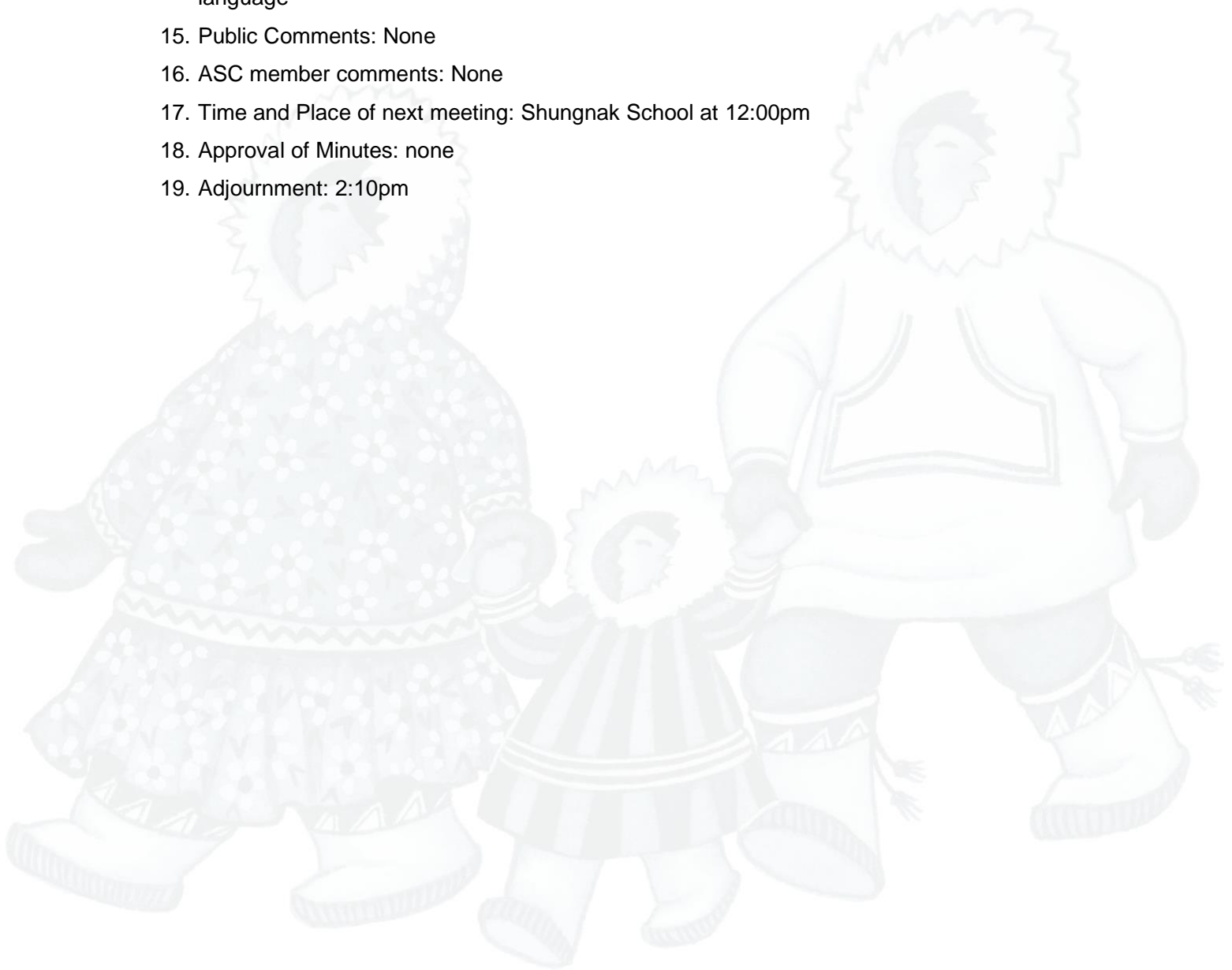
15. Public Comments: None

16. ASC member comments: None

17. Time and Place of next meeting: Shungnak School at 12:00pm

18. Approval of Minutes: none

19. Adjournment: 2:10pm





SHUNGNAK SCHOOL

PO BOX 79 • Shungnak, Alaska 99773 • (907) 437-2151

Date: November 12, 2024

Time: 12:30pm

Principal: Eddie Williams Jr.

ASC Members: Genevieve Norris(A), Nellie Griest(B), Wynona Jones(C), Justin Custer(D),
Lizzie Commack(E)

Quorum Established: **Yes** / No

1. Call to order: 12:58pm
2. Roll call: Genevieve Norris, Nellie Griest, Wynona Jones, Justin Custer, Lizzie Commack, M
3. Moment of silence: Yes
4. Pledge of Allegiance
5. Swearing in of new members: Nellie Griest, Wyona, Jones, Justin Custer
6. Introduction of Staff and Guests: Yes, Superintendent Terri Walker
7. Approval of Agenda: Yes
8. Approval of past meeting minutes: Yes
9. Public Comments: Yes. Fred Sun, Sr., Shungnak IRA President, says we should have a counselor come up to school to talk to students about college scholarships, vocational trades. He also emphasized the important of having a military recruiter visit school to share with students the skills that can be learned serving their country in the military. The student council representatives had concerned about students caught with vaping not being quickly suspended for violating student/parent handbook policy. Student council brought up that every Friday; students with perfect attendance/good attitude should be given a prize. Nellie Griest suggested we should have a cultural week at school. Ms. Walker, District Superintendent, said we need to have more knowledge bearers from the community to share cultural knowledge with our students. She also indicated the district should start growing our own teachers. Seniors advisory committee suggested they should be allowed to go home for lunch with good grades. I reminded them that we had a close campus with ASC approval, and no one is allowed to leave school without parent permission. IRA President Fred Sun, Sr. supported the closed campus.
10. Correspondence: none
11. Reports from committees: None
12. Principal reports
 - A. Student Activities & Funds Update- Discussed with committee that school has held two fundraisers for seniors' trip at end of year.

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- B. Student Attendance & Enrollment: Attendance has been very good for elementary and middle school students, but kind of low for high school students. So, our overall attendance is little low because of high school absences. I'm in discussion with site leadership team and ASC members to develop strategies on how to improve attendance for all students.
- C. One of the strategies is to make list of students with excessive absences/behavior problems, and give to Ms. Norris, one of our elder, to talk to parents, students.
- D. Another strategy is for me, the principal, to invite all parents to school or visit individual homes.
- E. Upcoming Events: November 28, Community Thanksgiving; December 18, Holiday program, elders birthday celebration; January 25 Winter cardinal (tentative) I'm looking forward to seeing all this basketball talents in the community. I will be talking with Mr. Thomas Upwater about becoming a coach in one of our sports at school.

13. Board Policy Review for Public Comment: None

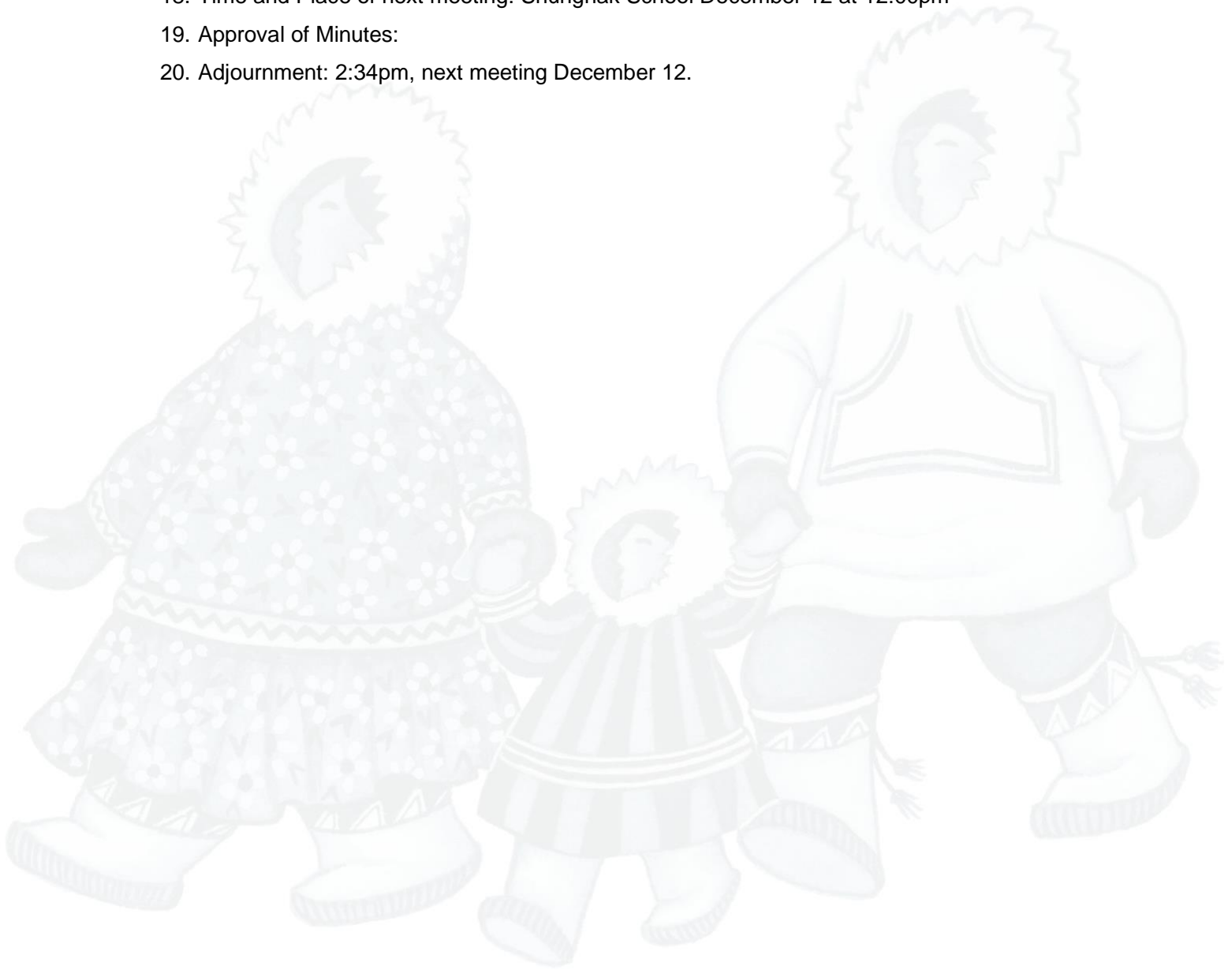
14. Items for Advisory School Council Consideration

- A. Old Business: Ms. Genevieve discussed the importance of students going to school and getting a great education to allow them choices in life. She also emphasized the importance of students learning their Inupiaq culture, language.
- B. New Business: The ASC board members will discuss, vote on their board officer leadership positions. The board will discuss what activities the community will teach to students during monthly Inupiaq day starting in January 2025.
- C. Ms. Nellie Griest commented that community needs to tie up their dogs so they're not running around being a threat in the community.
- D. Ms. Lizzie Commack asked about the form to evaluate principal. I informed her that I will work with her to come up with form to evaluate principal.
- E. Justin Custer suggested that we should have a best attendance reward for a student to win a bicycle at end of school year.

15. Items for next meeting's agenda: 1. Discuss attendance strategies, 2. Inupiaq culture and language 3. Highschool council also said they would like for vapes to be installed in bathrooms. 4. Seniors council wants privilege for drinks all week instead of just Fridays.

16.

17. ASC member comments: Yes, see new business 14 A&B
18. Time and Place of next meeting: Shungnak School December 12 at 12:00pm
19. Approval of Minutes:
20. Adjournment: 2:34pm, next meeting December 12.





KOBUK SCHOOL

PO BOX 40 • Kobuk, Alaska 99751 • (907) 948-2231

November 7, 2024

Kobuk Advisory School Council Agenda Sept 26, 2024

I. Call to order. 5:04

II. Pledge of allegiance

III. Roll Call

- _____ Seat A vacant
- _____ Seat B. vacant
- _____ Seat C, Della Gooden. End term 2025
- _____ Seat D, Minnie Wood End Term 2027
- _____ Seat E, Herbert Wood End Term 2027

IV. Approval of agenda

V. Review/Approve minutes of last meeting

VI. Review of candidates for election

VII. Principals Report

- a. Student enrollment: 42 students (
- b. Student Attendance 90%
- c. Upcoming Events. Maniliq presentation—Healthy relationships, Oct.
- d. NANA meeting Monday. 5-7
- e. Walk for Life-Friday at 2:00
- f. Parent Teacher conferences Monday—no school

VIII. Old Business

IX. New Business

- A. Open janitor position/Cook
- B. Open SPED aide
- C. Review of cell phone policy

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X. Open comments from Community:

Upriver hunters, VB this year? Yes, they will practice—we have 3 interested students.

Request for full time secretary? Chelsie is PT secretary

Where is trash barrel that was on playground? Will be brought around from front

Cell phone policy? We allow students to turn in at the beginning of class.

Locks for lockers? On the way

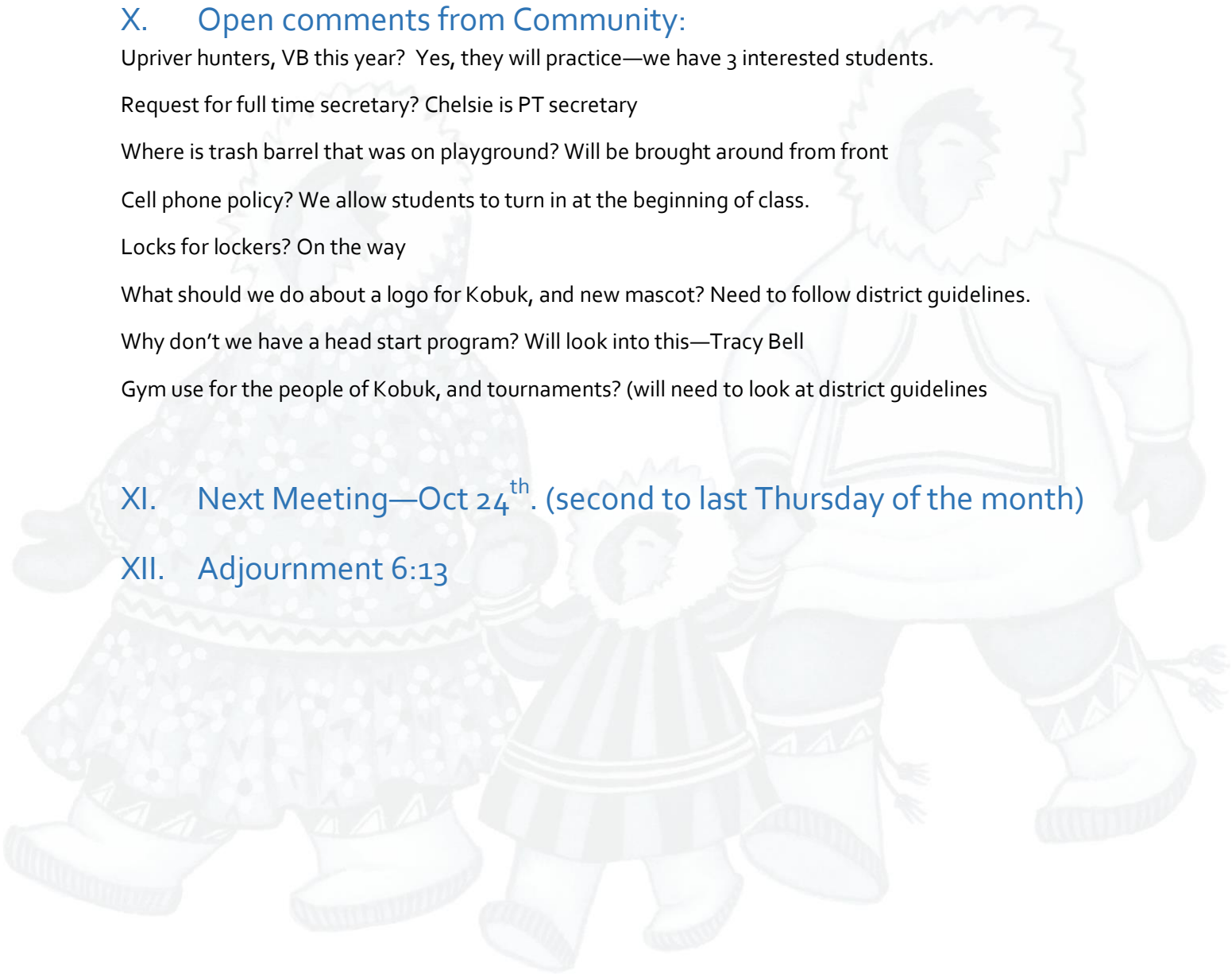
What should we do about a logo for Kobuk, and new mascot? Need to follow district guidelines.

Why don't we have a head start program? Will look into this—Tracy Bell

Gym use for the people of Kobuk, and tournaments? (will need to look at district guidelines)

XI. Next Meeting—Oct 24th. (second to last Thursday of the month)

XII. Adjournment 6:13





KOBUK SCHOOL

PO BOX 40 • Kobuk, Alaska 99751 • (907) 948-2231

October 30, 2024

Kobuk Advisory School Council Agenda Oct 30, 2024

- I. Call to order
- II. Pledge of allegiance
- III. Roll Call

~~_____ Seat A vacant~~
~~_____ Seat B vacant~~
~~_____ Seat C, Della Gooden. End term 2025~~
~~_____ Seat D, Minnie Wood End Term 2027~~
~~_____ Seat E, Herbert Wood End Term 2027~~
Others present:

*canceled due to
people zone.*

- IV. Approval of agenda. (make a motion)

- V. Review of candidates for election

We will have election on Tuesday November 5th. Candidates that wish to have their name on a ballot will need to sign an affidavit.

- VI. Principals Report

- a. Student enrollment: 40
- b. Student Attendance 88%
- c. Upcoming Events—Fall Festival on Halloween, and Thanksgiving Feast Nov 27th
- d. Red Dog Mine update—Employment opportunities, and visit to mine in the Spring?
- e. End of Quarter was Oct 18th, End of the Semester is Dec. 20th

- VII. Old Business

- A. Open janitor position/Cook—one candidate
- B. Open SPED aide--hired
- C. Review of cell phone policy---phones turned into teacher

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VIII. New Business

A. Volleyball—Upriver Hunters

B. Fall Festival --Halloween

C. Election—November 5th, two seats vacant. (anyone to nominate?)

d. ~~New~~ Graduation May 15th

e. Behavioral Incentive System/

e. After School Activities

IX. Open comments from Community:

X. Next Meeting—November 21th. (second to last Thursday of the month)

XI. Adjournment—motion.



AMBLER SCHOOL

PO BOX 109 • Ambler, Alaska 99786 • (907) 445-2154

Advisory School Counsel Minutes

Date: 10/14/2024

Time: 3:40 PM

Principal: Kevin D. Matthews

ASC Members: ☒ Nellie Cleveland
☒ Clara Cleveland
☒ Frances Williams
☒ Mary Douglas
☐ Gladys Jones - absent

Quorum Established: ☒ Yes ☐ No

1. Call to order – 3:41
2. Roll call – 3:42
3. Moment of silence
4. Introduction of Staff and Guests - No guest, Mr. Matthews present
5. Approval of Agenda – Mary Douglas made motion to approve agenda with a note to check on 6.2, with a second Frances Williams - approved
6. Correspondence – Clara Cleveland asked about communication with District Board.
 1. Community member called the District Office about Lice Policy
 2. Facebook post about Lice Policy – (make sure the FB is secure) (tagging school)
 3. Parent inquired about policy about when a student leaves the school
7. Reports from committees
n/a
8. Principal reports
 - A. Student Activities & Funds Update
 1. Activity Fund. - \$44K (not sure about the breakdowns)(\$39K from summer work crew that stayed in the school)
 2. \$7,300 for Concession Supplies
 3. Cross Country – completed
 4. ANSEP Middle School Academy (one student attending)
 5. Mr. Matthews attended the 58th Annual Principal's Conference in Anchorage
 6. Senior Class Fundraising. (\$780.91)(\$659 in the account)



AMBLER SCHOOL

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7. Fund Raising for underclasses and other student groups - \$300.75 for Prom - \$100 for NYO - \$1,210 for Volleyball - \$985.81 for Boys Basketball
8. Youth Leaders
 1. Weekly meetings
 2. Travel to Anchorage

B. Student Attendance & Enrollment

59 students total

Pre-K	7
K-6	31
MS	12
HS	9 (Four Seniors)

Clara Cleveland asked about daily attendance rate from the district and power school. Mr. Matthews commented on the reports from DO. There are daily reports that are sent to Mr. Matthews.

C. Upcoming Events

ASC Elections - elections will be held with the national election in November.

Halloween Carnival

End of 1st Quarter – Report Cards

9. Youth Leader Report – (none – attending conference)

10. Board Policy Review for Public Comment –

1. The Northwest Arctic Borough School District Board of Education held a Regular Meeting on Tuesday, September 24, 2024. - Attached
2. The Northwest Arctic Borough School District (NWABSD) Board of Education will hold a special meeting on Monday, October 14, 2024, at 11:30 a.m. CALL-IN NUMBER: 1-833-682-3239 ACCESS CODE: 748 090 754#

11. Items for Advisory School Council Consideration

- A. Old Business - none
- B. New Business



AMBLER SCHOOL

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- Establish working committee to address issues – Lice, attendance, etc...
- Facilities Use Agreements – HDL Engineering, LLC. – NW Arctic Borough – Deerstone Consulting
- Lice Policy – add date to form add page # from handbook – Clara Cleveland and Nellie Cleveland continued discussion on clearing, noted that it was reported that the child was not actually checked, just cleared. Clara Cleveland asked about the possibility of hotline issue for persistent recurrence. Nellie Cleveland continued to talk about issues. Are parents aware of the extent. Mr. Matthews discussed the prospect of adding a working committee. Mr. Matthews discussed adding an EDC if staff members are to check.
- ASC Elections
- By-Laws (referenced in last meeting)- Mr. Matthews asked the ASC to look at policy and procedures.
- The ASC has requested some kind of detailed report on school activities, (Culture Camp). Invite teachers to provide reports at ASC meetings.

Attachments for ASC:

- a. NWABSD Report - 10/24/2024
- b. ASC Minutes – 9/11/2024
- c. Article 8 Advisory School Councils (from district website)

12. Public Comments – no one present – Nellie Cleveland asked if the ASC had any thing to add from the public.
13. ASC member comments – Nellie Cleveland, thank you for getting the information. Nellie Cleveland stated that she liked the new time frame for the meeting. Clara Cleveland – Thank you for the information. Clara Cleveland- use the handbook. Clara Cleveland – check on reports, ranking, incentives for students, rank classes, look for chronic letter issues. Clara Cleveland continued to talk about the policy and procedures. Clubs, including morning gym. Academic Clubs, Grizzly Gear Club, etc... space issues. Clara Cleveland– Reading Club – how much time is required. Mr. Matthews – requested Clara Cleveland to send an email to make sure we clarify the club times and information. Clara Cleveland glad we are past the early part of the year. Clara Cleveland – another night of open gym, morning gym



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has taken off from last year. Encourage other to sign up for ASC election. Francese Williams – Monday Schedule -

14. Time and Place of next meeting

Monday Nov. 4th at 3:40

15. Approval of Minutes – Clara Cleveland motion to approve, Francese Williams, seconded... approved

16. Adjournment - 4:55



**Kotzebue Schools
Advisory School Council
Tuesday, October 29th, 2024
6:00 PM JNES Library or Via Teams / Call in Audio**

The public can also join the Kotzebue ASC meetings via TEAMS meeting.
Please see the call in information below.

1. Calling of meeting to Order, Roll Call call to order at 6:07pm by Paula
2. Swearing-In of Recently Elected Members- Swearing in of Victoria Fergunson and Kris Rose, Jade is not present
3. Establishment of Quorum – Bree Swanson P, Kis Rose- P, Paula Octuck- P, Victoria Fergunson- P, Ray Troyer – Excused Jade Hill- absent
4. Approval of the Agenda- Motion by Bree, 2nd by Victoria, Motion carries
5. Appointment for Vacancy (Seat C)- Memebbers will email Cory their choice for Seat C, We are requesting to see if we can add another seat to the advisory committee
6. Reorganization of Council- tabvled to next meeting when we have a full council Motion by Bree, 2nd by Victoria
7. Pledge of Allegiance/Moment of Silence
8. Introduction of Guests- Matt Bergen, Ron Johnson, Cory Jackson, Faith Jurs, Margie Baker, Corey Shepard, Jessica Heisler, Ms Prophetess, Mr. Kirber, Dolly Toche, Darleia Caldwell, Shirley Dukes
9. Correspondence
10. Reports
 - a. Principal and Activity Reports: JNES, KMHS, STAR of the Northwest Magnet School, ATC, Homeschool

Jnes :Kris- I liked the cross country assemblies quick and nice, Short , sweet and just a positive

Bree- how is the low attendance going to affect our upcoming funding, since October is the count that counts for state funding

Paula- Thanking Ashley Hansen for getting activites going for our youth, Thank you too the school for incentivies for attendance.

KMHS: Victoria- when are your morning meetings? Jessica – we decided to switch the time around cause we saw kids attendance being effected, its been a little funky with our schedules but we will get the text messages out.

Bree- Thank you for trying to host intersquad middle school games this weekend before the Dillingham Games

STAR: no verbal report given
 - b. Discussion Items
 - i. BP 5113 on Attendance- Discussion on the tardy policy, asking for a revision changing the time of 30 mins not to be counted as a absent, just to have our data reflect the true narture of tardy vs absent. We would like to recommend changing the 30 mins to 1.5 hours tardy before counted as a absence- ASC recommends this change

- ii. KMHS Concessions- All of the equipment is in (Popcorn, Slushy, Hot Dogs, Ice Cream, and Pop machine is all ready to go). We are asking that its ok to charge a cleaning fee for the team that was running it that didn't clean it
Victoria- Maybe a facility use agreement for each event would allow us to be able to hold groups accountable.- Lots of discussion regarding concessions- doing away with Husky bucks as lots have gone missing –
Paula – recommending good communication to the public around the new payment options for concessions
- iii. Housing for Teachers- a few teachers have secured housing in the community, we would like to recommend a policy overhaul of the 1 yr limit in teacher housing the current policy does not encourage retention. We need to have a strong returning workforce and so we need to relook at this policy as why not allow the teachers in there to stay in housing so we don't have a new work force every year. Teacher housing is more affordable than local community housing and this is also a issue with retention. Housing needs to be addressed

11. Action Items

- a. Facility Use Agreements
 - i. Food Bank of Alaska- Motion by Bree, Kris 2nd - approved
 - ii. Brittany Sweeney/DanceFit- Motion by Bree, Victoria 2nd- Approved
- b. KMHS Graduation Date – May 10, 2025 -Motion by Paula, Victoria 2nd - Approved

12. Items for ASC Consideration

- a. Board Policy Revisions and/or new policies
- b. Old Business
- c. New Business

13. Public Comments- Darlea- Support of the change for tardy language to be changed from 30 mins to 1.5 mins

Matt Bergan- Here as a representative the New Parks and Rec committee, We do not have a community rec center, so we rely on the schools facility to be able to have recreational activities for youth and adults. Who can we work with at the school so we can have more activities for people in the community. How can we revitalize healthy activities for our community, what gym times are available , Advocay is needed to reinvest in our community rec center, -

Ron Johnson- As a city representative we can work really well together, We have so many students calling me asking about activities as well as adults. The challenge I have is that we recognize the schools priority is the school activities but if we can be part of the team to figure out when times are available so we can get activities going. We would really like to work together
Paula- We do support the city working with the school , we would like to see school administration to work with the city because during the summer community is not allowed into the school and that limits what the community can host.

Matt Bergan -Would like to see more use of the sign outside of the school, We need it to tell about events

14. Council Comments-

Paula- Thank you so much to all our hard work, your reports and everything this team is doing to make our school great.

Kris- great meeting and great reports, Thanks Corey for bringing the attendance issues forward, Huge thank you to Jessica Heisler love your enthusiasm and all the things you are doing, your willingness to learn and work within our community

Bree- Huge thank you to the staff, Especially the hard work to make improvements within the school concessions and new sporting uniforms. Its exciting to see new KMHS and JNES administration being so willing to make improvements

Victoria- Great meeting, appreciate flexibility and community coming together during things like our flood, support the city trying to get activities going in the community. I really appreciate the staff as JNES , as part of the team I really just enjoy it. I would be in support of allowing the community in the schools I understand that there are concerns about vandalism but we can get safety measures in place.

15. Date for Next Meeting- Nov 19th KHMS Library
16. Approval of Minutes- Motion by Kris , 2nd Victoria- Approved
17. Adjournment 8:02pm

BP 8321 The Advisory School Committee may not hold executive sessions.

ASC Members 2024-2025			
Bree Swanson	Seat A 2025	Victoria Ferguson	Seat E 2027
Jade Hill	Seat B 2027	Ray Troyer	Seat F 2025
	Seat C 2026	Paula Octuck	Seat G 2026
Kristofer Rose	Seat D 2027		



AMBLE R SCHOOL
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Advisory School Counsel Minutes

Date: 11/04/2024

Time: 3:40 PM

Principal: Kevin D. Matthews

ASC Members: lgj Nellie Cleveland
 igi Clara Cleveland
 lgj Frances Williams
 ☐ Mary Douglas - absent
 ☐ Gladys Jones - absent

Quorum Established: igi Yes ☐ No

1. Call to order - 3:41
2. Roll call-
3. Moment of silence
4. Introduction of Staff and Guests - Marvin Sheldon (Youth Leaders) and Mr. Matthews
5. Approval of Agenda - Clara Cleveland made a motion to approve - Frances Williams seconded the motion - approved
6. Correspondence -
 1. none
7. Principal Report
 - A. Student Activities & Funds Update
 1. Activity Fund. - \$44K (unchanged, pending deposit of current receipts)
 2. \$7,300 for Concession Supplies (purchased and received)
 3. Volleyball
 4. ANSEP Middle School Academy - Our student and staff member were unable to attend because of weather - rescheduled for early Dec.
 5. Senior Class Fundraising. (\$1,368.51) (\$659 in the account pending current revenues)
 6. Halloween Carnival - (\$1,200 for the activity fund)
 7. Fire Drill - see attached
 8. Youth Leaders
 1. Weekly meetings



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2. Travel to Anchorage - unable to attend because of weather

3.

B. Student Attendance & Enrollment

60 students total

Pre-K	7
K-6	33
MS	11
HS	9 (Four Seniors)

C. Upcoming Events

ASC Elections - elections will be held with the national election in November.

Terri Walker visit- Special ASC Meeting - **Wednesday Nov. 14th at 3:40**

(Special)(pending)- Clara Cleveland noted that if we call an official meeting we can swear in new members

NWAB Fire Department 11/18/2024 - Ambler Community Grill

Thanksgiving

MAPS Testing

(Clara Cleveland - noted that previous administrators posted information on wall Calander for staff to keep track of events)(smores for community grill)

8. Youth Leader Report - Marvin Sheldon - good afternoon, lead advisor - they have a new coordinator (Cheyenne Ticket-Foote)- because we had a late start, didn't have captains retreat and meeting- Youth Leaders are hosting open gym every Thursday, gym list applies - trash pick went well, need to plan multiple trash pickups before it snows- one captain went to AFN and Elders and youth conference - Mr. Sheldon also attended - goals for the next few months/semester - mini tournament - movie night, spring district wide retreat for Youth Leader (staff and students)(should be High School but most of our leaders are Middle School) - Clara Cleveland asked about sign in sheets and attendance for the weekly meetings. Mr. Sheldon has the students sign in for the weekly meeting and keeps notes from the meeting. - movie night, Clara Cleveland hopes the additional events will help in addressing issues like attendance, school improvement, add something positive - Nellie Cleveland added to the comment- Clara Cleveland suggested having Youth Leaders do the



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afternoon announcements to help the build confidence for other events were they will have to speak and give presentations. Nellie Cleveland commented that we could have students help in the morning meeting, encourage students to help as role models for the younger students. Clara Cleveland told Mr. Sheldon that he was doing a good job. Nellie Cleveland Thanked Mr. Sheldon. Clara Cleveland suggested having students come do the ASC Report at the next meeting.

9. Board Policy Review for Public Comment -

1. Scheduled for 11/18/2024 - Agenda not posted yet.

10. Items for Advisory School Council Consideration

A. Old Business

- a. Facebook Update - "tagging" - see attachment
- b. Lice Policy - updated as requested - attached. (Clara Cleveland spoke with a parent, parents understand why we implemented the letter, suggested adding a fact sheet to make sure parents know how to deal with the issue. Nellie Cleveland aggregated.
- c. Attendance Reports - The district office was able to provide part of the report, the other was created using a spreadsheet to calculate the rankings. This is not in Power School.

B. New Business

Facilities Use Agreements - NW Arctic Borough Fire - NANA Construction (currently here, emailed last week). - Revival group will be here in a few weeks (check the notes) Nellie Cleveland asked about where we will house them. Mr. Matthews noted that we had been using the library but that we would try to use the science lab.

ASC Elections (tomorrow)

Attachments for ASC:

- a. ASC Minutes - 10/14/2024
- b. Updated Head Lice Form



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- c. Fire Drill
- d. Attendance - email and samples

11. Public Comments - none

12. ASC member comments - Clara Cleveland stated, "good meeting, thank you" "Thank you Mr. Matthews for putting it all together." Nellie Cleveland asked if we could move the meeting to the second Monday of the month. Frances William asked about celebrating attendance (slushy and popcorn/gym or something to award students for good attendance -)

13. Time and Place of next meeting

Wednesday Nov. 14th at 3:40 (Special)(pending)

Monday Dec. 9nd at 3:40 (moved to the second Monday as requested)

14. Approval of Minutes - Clara Cleveland made a motion - Frances Williams - seconded the motion - approved

15. Adjournment - 4:22



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Head Lice Information - Ambler School

Name:

Date: _____

Head Lice

If a child in school is discovered to have head lice, contact the parent or guardian and send the child home. Send a note stating that the prompt and proper treatment of head lice is in the best interest and health of the child, family, and classmates. The child may return to school once the child's head is cleared of lice and verified by a **Health Aide** or designated school employee (aide, teacher, or administrator). (Handbook page 31)

For additional information contact your local clinic.

Note: School employees will not be cleaning or clearing students for return to school, unless approved by the Ambler School ASC.

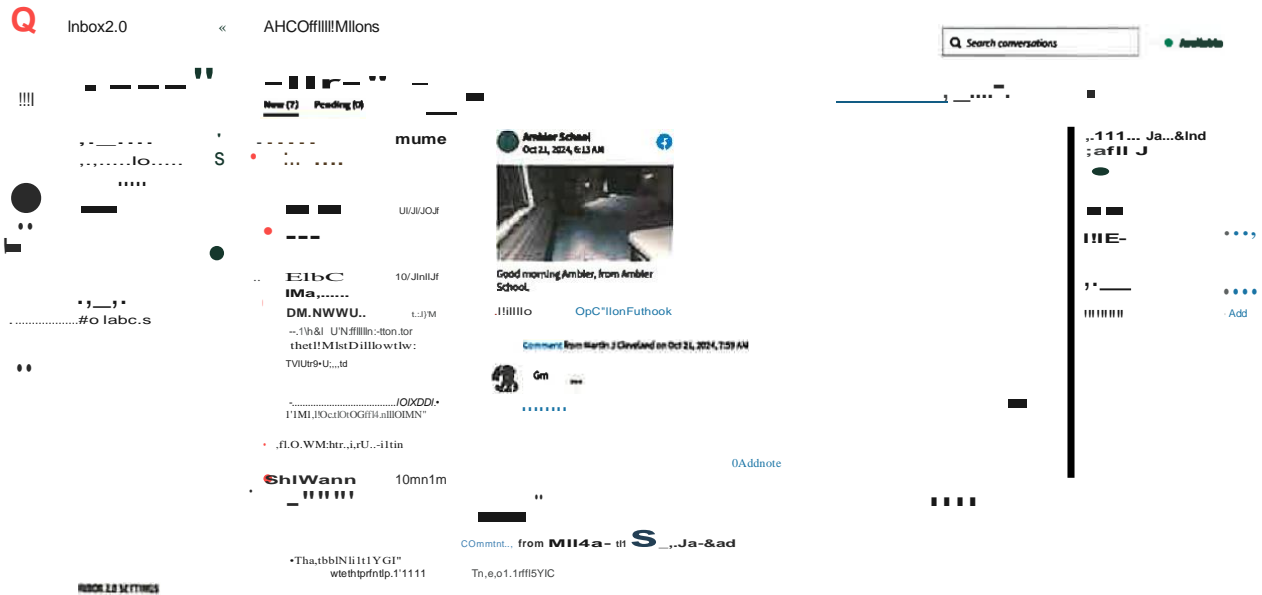
☐ The student has been cleared to return to school -

Health Aid Signature _____ Date: _____



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Last month, there was a question raised about the school being tagged on Facebook. I have looked through the Facebook page and through Hootsuite. I know that the page was tagged because it was shared with me but I can't find any evidence that it made it to the page.

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



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Fire Drill 10.30.2024-Ambler School

Fire Safety for our grade school students.



Followed by our monthly fire drill.

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



Northwest Arctic Borough School District Monthly Fire Evacuation Drill Report

Fire drills are required each month of the school year:

1. School

Ambler School

v

2. Date of Rre Drill

10/30/2024

@)

3. Type of Drill

@ Scheduled Drill

Q Unscheduled Drill

4. Building **Evacuation** time (in minutes)

2:00

s. Did office personnel take the Grab & Go Emergency Notebook with them?

@ Yes

Q No

6. Did teachers take student rosters with them?

@ Yes

Q No

7. Was attendance taken after evacuation?

@ Yes

Q No

8. Were all students present and accounted for?

@ Yes

Q No

9. Were teachers notified prior to drill?

@ Yes

Q No

0 Other

10. Were all doors and windows closed?

☒ Yes

☐ No

☐ Other

11. Was the local fire department notified?

☒ Yes

☐ No

☐ Other

12. Did the local fire department participate?

☒ Yes

☐ No

☐ Other

13. Response time of local fire department

The fire chief did a presentation with our grade school children,

14. From what station or device was the alarm tested?

Panel in teacher workroom

15. How did you determine that all students arrived at the evacuation meeting point?

yes

16. What would you do different?

Enter your answer

17. Did you have to move to the secondary evacuation point?

☐ Yes

☒ No

18. Additional Comments

Enter your answer

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Attendance Reports

From Kevin Matthews <kmatthews@nwarctic.org>

Date Sun 2024-11-03 10:24 AM

To Perrian Windhausen <pwindhausen@nwarctic.org>

I 1 attachments (135 KB)

0793_001.pdf;

One of my ASC Members has requested these two reports and I have no idea how to generate them.



Mr. Matthews - Principal Ambler School

PO Box 109

109 Ambler Drive, Ambler, AK 99786

Phone:907-445-2154

Fax: 844-845-0939

907.445.5046 Cell Phone

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From: canon <canon@nwarctic.org>

Sent: Sunday, November 3, 2024 10:20 AM

To: Kevin Matthews <kmatthews@nwarctic.org>

Subject: ABL Canon 617

Ambler School

08/22/2023 to 04/30/2024 = 153 school days

Grade Level	Carry Fwd	Gain	Mult Gain	Loss	Ending	Actual Days	OffTrack	Days N/E	Days Absent	Days Attd	ADA	ADA%	
Subtotal	-2	0	3	0	0	3	459	0	246	0	213	1.39	100.00%
	-1	0	4	0	0	4	612	0	1	148	463	3.02	75.77%
	0	0	6	0	0	6	918	0	32	144.5	741.5	4.84	83.69%
		0	13	0	0	13	1989	0	279	292.5	1417.5	9.25	82.8996
	1	0	9	1	2	7	1224	0	80	158.5	985.5	6.44	86.14%
Subtotal	2	0	4	0	1	3	612	0	119	105.5	387.5	2.53	78.60%
	3	0	5	0	0	5	765	0	0	153	612	4	80.00%
		0	18	1	3	15	2601	0	199	417	1985	12.97	82.6396
	4	0	6	0	1	5	918	0	135	73	710	4.64	90.67%
	5	0	6	0	0	6	918	0	32	141	745	4.86	84.08%
Subtotal	6	0	6	0	2	4	918	0	215	55.5	647.5	4.23	92.10%
		0	18	0	3	15	2754	0	382	269.5	2102.5	13.73	88.6396
	7	0	9	0	0	9	1377	0	32	146.05	1198.95	7.83	89.14%
	8	0	6	0	1	5	918	0	217	66.28	634.72	4.14	90.54%
		0	15	0	1	14	2295	0	249	212.33	1833.67	11.97	89.6296
Subtotal	9	0	7	2	2	5	765	0	143	137.17	484.83	3.16	77.94%
	10	0	2	0	1	1	306	0	74	16.31	215.69	1.4	92.96%
	11	0	2	0	1	1	306	0	48	21.54	236.46	1.54	91.65%
		0	3	1	1	2	306	0	0	18.95	287.05	1.87	93.80%
		0	14	3	5	9	1683	0	265	193.97	1224.03	7.97	86.3296
GrandTotal	0	78	4	12	66	11322	0	1374	1385.3	8562.7	55.89	86.0796	
K-12Attend	0	71	4	12	59	10251	0	1127	1237.3	7886.7	51.48	86.4400	

Report Calculations

((Carry Fwd + Gain - Mult. Gain) X School Days) = Actual Days

Actual Days - (Off Track + Days N/E + Days Absent) = Days Attd

[Days Attd / (Actual Days - Off Track - Days N/E)] X 100 = ADA%

[Note: Multiple gains are for students that entered more than one time during the report time span.]

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NWABSD

08/22/2023 to 04/30/2024 = 153 school days

**K-12 Attendance
8/22/23 - 4/30/24**

Grade	Carry	Mult	Actual	Days	Days	Days								Ambler School	86.44%
Level	Fwd	Gain	Gain	Loss	Ending	Days	OffTrack	N/E	Absent	Attd	ADA	ADA%			
PK3	0	12	0	0	12	1836	0	815	0	1021	6.64	100.00%	Buckland School	85.01%	
PK4	0	131	1	11	120	19872	0	1670	4194	14008	91.58	76.96%	Deering School	87.58%	
KG	0	143	2	14	129	21474	0	2081	4278	15115	99.16	77.94%	Kiana School	72.44%	
Subtotal	0	286	3	25	261	43182	0	4566	8472	30144	197.38	78.06%	Kisimgiugtuq School	80.15%	
1	0	176	5	18	158	26064	0	2036	5120.5	18907.5	123.88	78.69%	Kobuk School	87.27%	
2	0	133	2	10	123	19962	0	1352	3212	15327	100.46	82.36%	June Nelson Elementary	84.38%	
3	0	148	3	15	133	22122	0	1471	3382.5	17268.5	113.16	83.62%	Kotzebue Middle/High School	79.64%	
Subtotal	0	457	10	43	414	68148	0	4859	11715	51503	337.5	81.38%	Napaaqtugmiut School	79.37%	
4	0	159	1	10	149	24003	0	1100	3048	19855	130.67	86.69%	Aqqaluk High/Noorvik Elementary	77.47%	
5	0	159	3	15	144	23742	0	1353	3456.5	18932.5	124.29	84.56%	Davis-Ramoth School	74.08%	
6	0	181	4	24	157	26964	0	2167	3355.76	21441.24	140.68	86.47%	Shungnak School	79.47%	
Subtotal	0	499	8	49	450	74709	0	4620	9860.26	60228.74	395.64	85.930%	NWABSD Home School	99.58%	
7	0	163	5	19	144	24039	0	2359	3505.37	18174.63	119.42	83.83%	District	80.39%	
8	1	186	7	24	163	27432	0	2418	4636.45	20377.55	133.72	81.46%			
Subtotal	1	349	12	43	307	51471	0	4777	8141.82	38552.18	253.14	82.56%			
9	0	186	13	43	143	26343	Q	4815	5413.85	16114.15	105.95	74.85%			
10	0	176	9	46	130	25425	0	5224	5064.17	15136.83	99.52	74.93%			
11	0	216	30	76	140	28323	0	6576	5438.08	16290.92	107.02	74.91%			
12	1	237	73	115	123	25146	0	4997	5522.24	14626.76	96.07	72.59%			
Subtotal	1	815	125	280	536	105237	0	21612	21438.3	62168.66	408.56	74.34%			
Grand Total	2	2406	158	440	1.963	342747	0	40434	59627.4	242596.6	1592.2	80.25%			
K--12Attend	2	2263	157	429	1836	321039	0	37949	55433.4	227567.6	1494	80.390/a			

Report Calculations

$$\left(\frac{\text{Actual Days} - (\text{Off Track} + \text{Days N/E} + \text{Days Absent})}{\text{Days Attd}} \right) \times 100 = \text{ADA\%}$$

$$\left[\frac{\text{Days Attd}}{(\text{Actual Days} - \text{Off Track} - \text{Days N/E})} \right] \times 100 = \text{ADA\%}$$

[Note: Multiple gains are for students that entered more than one time during the report time span]

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