



NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak
PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

NWABSD BOARD OF EDUCATION

Board Policy Committee Meeting

Conducted via Teams and in the NWABSD Boardroom

Agenda

April 11, 2025

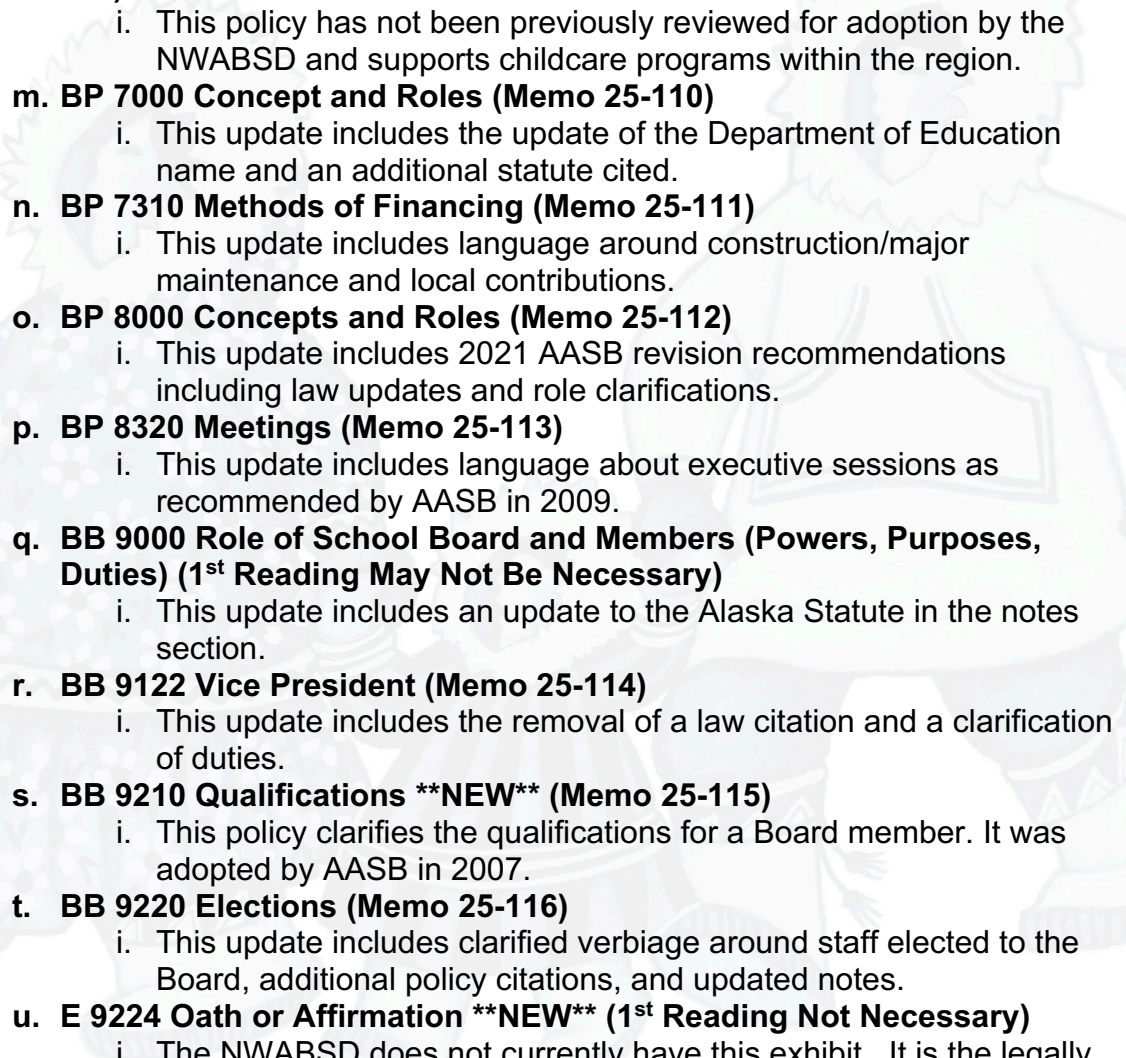
1. Roll Call
2. Items for 2nd Reading (Public Comment has been sought via the [District Website](#))
 - a. **BB 9020 Board Standards – NEW (Memo 25-093)**
 - i. NEW—This model policy was adopted by AASB in 1992 and is new to the NWABSD. The NWABSD Board Policy Committee recommends reviewing it.
 - ii. This update further includes culturally responsive language.
 - BB 9223 Board Vacancies (Memo 25-094)**
 - iii. This update includes 2007 updates from AASB clarifying the process for filling a vacancy.
 - iv. The bylaw is reviewed at the recommendation of the board.
 - b. **BB 9270 Conflict of Interest (Memo 25-095)**
 - i. This update includes the word “immediate” before family and defines immediate family.
 - c. **BB 9320 Meetings (Memo 25-096)**
 - i. This update includes additional language to clarify that poll voting by a school board is not permitted and all official board action must be taken in an open meeting.
 - d. **BB 9322 Agenda/Meetings Materials (Memo 25-097)**
 - i. This update clarifies that a board president and superintendent may reject community requests to place an item on the board agenda.
3. Items for 1st Reading:
 - a. **BP 1250 Volunteer Assistance (Memo 25-086)**
 - i. This update modifies BP 1250 to clarify that background checks should be completed for all volunteers, regardless of the number of hours worked. It also clarifies that school visitors do not need to obtain a background check.
 - ii. NOTE: BP 1250 Volunteer Assistance – AASB combined the language in the first paragraph. The additional background check language was from the NWABSD.
 - b. **BB-9200 - Bylaws of the Board - Board Members (Memo 25-120)**
 - i. Update 1 per AASB - This bylaw adds further clarity to how complaints brought to the board should be addressed and requires board approval for legal opinions.

Committee Members: Carol Schaeffer (Chairperson), Jeanne Gerhardt-Cyrus, Marie Greene, Millie Hawley, Alice Melton Barr

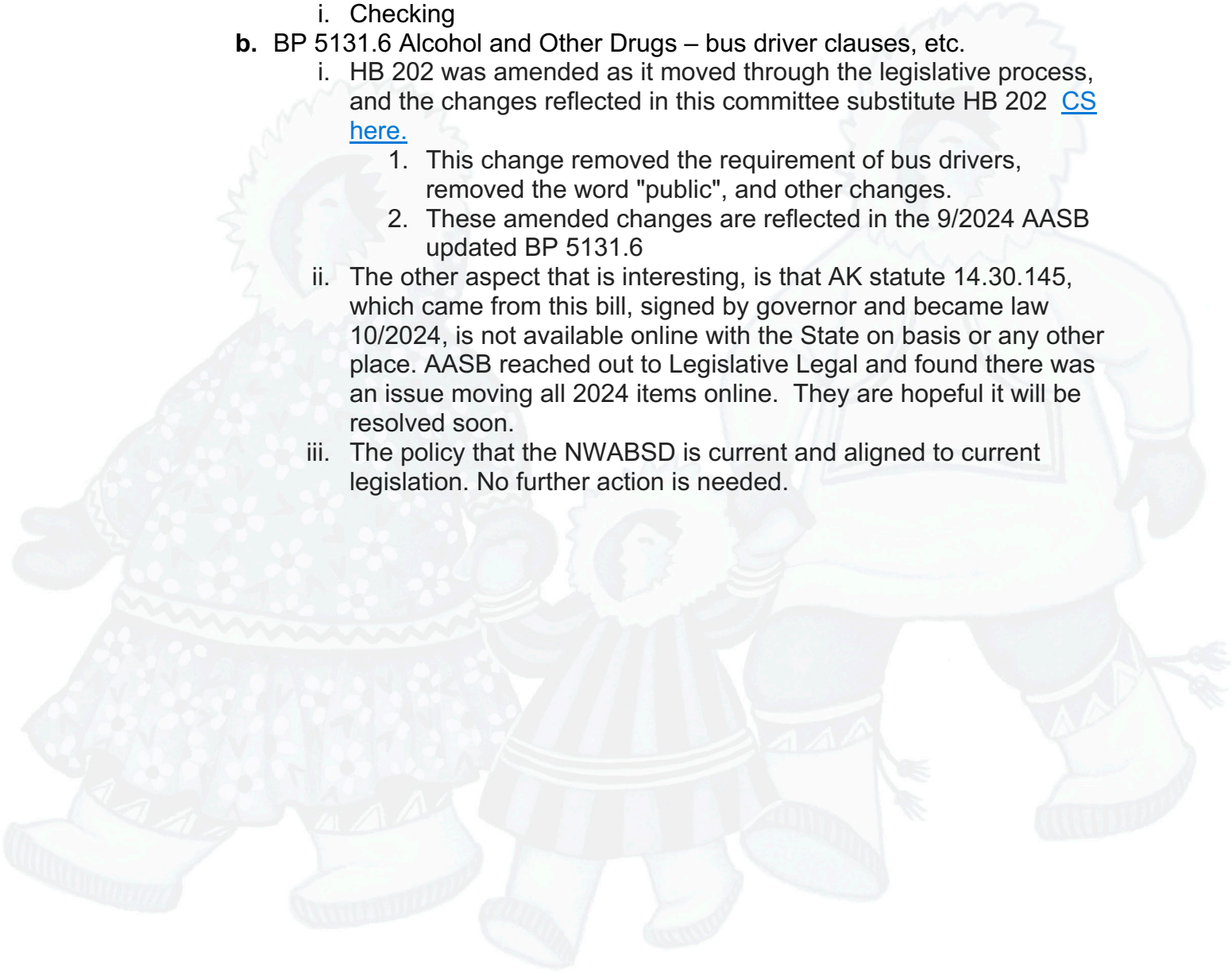
Technology Director: Amy Eakin

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.

1. The complaint process clarified with AASB, and the verbiage has been updated to reflect when a board member should go to the Superintendent
 2. Update 2 per AASB - This bylaw has been revised to clarify that no board members should abstain from a vote absent a compelling reason to do so
4. Items for Board Bylaw Review for the Worksession:
5. Other Items Being Worked On:
6. New (or Previously Tabled) Items for Committee Review (These will become 1st Readings for the April 29th Board Meeting Agenda):
 - a. **BP 4151 Salary Guides - Exempt Employees **NEW** (Memo 25-098)**
 - i. NWABSD does not currently have this BP.
 - ii. This BP adds clarity on exempt employees.
 - b. **BP 4313.1 Load Scheduling Hours of Employment (Memo 25-099)**
 - i. This update includes Fair Labor Standards Act language and citations for exempt employees.
 - c. **BP 5040 – Student Nutrition and Physical Activity (Memo 25-100)**
 - i. This update includes the removal of food as a reward language as well as updates to physical activity requirements.
 - d. **BP 5141.22 Infectious Disease (Memo 25-101)**
 - i. This update includes updates in law and removes HIV verbiage.
 - e. **BP 5148 Childcare **NEW** (Memo 25-102)**
 - i. This policy is not currently adopted and is recommended by administration to support childcare in the region.
 - f. **BP 6115 Ceremonies and Observances (Memo 25-103)**
 - i. This update includes the inclusion of local observances and the daily pledge of allegiance requirement.
 - g. **BP 6142.4 Community Service (Memo 25-104)**
 - i. This update includes cultural language supporting volunteer work as a part of curriculum.
 - h. **BP 6143 Courses of Study (Memo 25-105)**
 - i. This update includes culturally responsive language as well as multiple tracks post-graduation.
 - i. **BP 6146.4 Reciprocity on Graduation Requirements (Memo 25-106)**
 - i. This update includes a legal note for explanation and clarification of credit requirements.
 - j. **BP 6153 School-Sponsored Trips (Memo 25-107)**
 - i. This update moves procedural verbiage to the Administrative Regulation.
 - ii. Temperature ratings were reviewed and not removed per administrative recommendation.
 - iii. **AR 6153 School-Sponsored Trips**
 1. This update clarifies procedures and roles while travelling. In addition, sites to travel between has been removed.
 - k. **BP 6161.2 Damaged or Lost Instructional Materials (Memo 25-108)**

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- i. This update adds language to address damaged or lost equipment along with damaged or lost instructional materials. It has also been updated to reflect the removal of BP 5125.3, above.
 - l. BP 6179 Childcare and Development Programs **NEW** (Memo 25-109)**
 - i. This policy has not been previously reviewed for adoption by the NWABSD and supports childcare programs within the region.
 - m. BP 7000 Concept and Roles (Memo 25-110)**
 - i. This update includes the update of the Department of Education name and an additional statute cited.
 - n. BP 7310 Methods of Financing (Memo 25-111)**
 - i. This update includes language around construction/major maintenance and local contributions.
 - o. BP 8000 Concepts and Roles (Memo 25-112)**
 - i. This update includes 2021 AASB revision recommendations including law updates and role clarifications.
 - p. BP 8320 Meetings (Memo 25-113)**
 - i. This update includes language about executive sessions as recommended by AASB in 2009.
 - q. BB 9000 Role of School Board and Members (Powers, Purposes, Duties) (1st Reading May Not Be Necessary)**
 - i. This update includes an update to the Alaska Statute in the notes section.
 - r. BB 9122 Vice President (Memo 25-114)**
 - i. This update includes the removal of a law citation and a clarification of duties.
 - s. BB 9210 Qualifications **NEW** (Memo 25-115)**
 - i. This policy clarifies the qualifications for a Board member. It was adopted by AASB in 2007.
 - t. BB 9220 Elections (Memo 25-116)**
 - i. This update includes clarified verbiage around staff elected to the Board, additional policy citations, and updated notes.
 - u. E 9224 Oath or Affirmation **NEW** (1st Reading Not Necessary)**
 - i. The NWABSD does not currently have this exhibit. It is the legally required oath that Board members must take and sign – adopted by AASB in 2000.
 - v. BB 9230 Orientation (Memo 25-117)**
 - i. This update includes a reference to Board Standards.
 - w. BB 9240 Board Development (Memo 25-118)**
 - i. This update includes a reference to Board Standards.
 - x. BB 9321 Executive Sessions (Memo 25-119)**
 - i. This update includes additional language for reasons to enter executive session, how that may occur, and updated legal citations
 - y. BB 9330 Membership in Associations (1st Reading Not Necessary)**
 - i. This update includes a range of Alaska Administrative Code

7. Questions

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- A faint, stylized illustration of three children in winter clothing. On the left, a girl in a patterned dress and boots. In the center, a smaller child in a striped dress and boots. On the right, a boy in a light-colored jacket, dark pants, and boots. They are all wearing hats and appear to be walking or standing together.
- a. BP 5131.6 Alcohol and Other Drugs – Does the NWABSD receive Public Law 99-570 funds?
 - i. Checking
 - b. BP 5131.6 Alcohol and Other Drugs – bus driver clauses, etc.
 - i. HB 202 was amended as it moved through the legislative process, and the changes reflected in this committee substitute HB 202 [CS here.](#)
 - 1. This change removed the requirement of bus drivers, removed the word "public", and other changes.
 - 2. These amended changes are reflected in the 9/2024 AASB updated BP 5131.6
 - ii. The other aspect that is interesting, is that AK statute 14.30.145, which came from this bill, signed by governor and became law 10/2024, is not available online with the State on basis or any other place. AASB reached out to Legislative Legal and found there was an issue moving all 2024 items online. They are hopeful it will be resolved soon.
 - iii. The policy that the NWABSD is current and aligned to current legislation. No further action is needed.

BB 9020 BOARD STANDARDS

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

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

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

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

(cf. 9230 - Orientation)

(cf. 9240 - School Board Development)

(cf. 9400 - School Board Self-Evaluation)

Added 9/99

9/92 Adopted:

Northwest Arctic Borough School District

AASB Policy Reference Manual

BB 9223 BOARD VACANCIES

Note: The following provisions apply to school boards pursuant to AS 14.08.045. Item 1 below could apply to a write-in candidate whose qualifications were not verified prior to election or to a district employee who fails to resign their employment after election.

The School Board may declare a regional school board seat vacant if the person elected:

1. fails to qualify for Board membership within 30 days of certification of the election,
2. refuses to take office,
3. resigns,
4. is convicted of a felony involving moral turpitude or a violation of the oath of office while serving as a School Board member,
5. no longer resides within the boundaries which he/she was elected to represent and a two-thirds vote of the Board declares the seat vacant.

(cf. 9220 - School Board Election)

Note: The following is provided for borough and city school boards and may be revised as appropriate.

The school board shall declare a vacancy on the Board for any actions which disqualify a member from service in accordance with state laws and local ordinances.

Note: A.S. 14.14.080 allows a school board to declare a board vacancy when a member fails to attend three consecutive regular board meetings without being excused by the Board President.

Three consecutive unexcused absences from regular board meetings shall be sufficient cause for the Board to declare a Board vacancy.

(cf. 9121 - President)

cf. 9320 - Meetings)

Appointment to the Board

Note: The following optional bylaws may be deleted or revised as desired.

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Advertise the vacancy in suitable local media.
2. Solicit applications or nominations of any legally qualified citizen interested in serving on the School Board.
- 1.3. Provide candidates with appropriate information regarding Board member responsibilities.
- 2.4. Announce names of candidates and accept public input either in writing or at a public meeting.
- 3.5. Interview the candidates at a public meeting.
- 4.6. Select the provisional appointee by majority vote at a public meeting.

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

Legal Reference:

ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.08.045](#) *Vacancies*

[14.08.081](#) *Recall*

[14.12.070](#) *Vacancies*

[14.14.080](#) *Declaring a school board vacancy*

[29.26.240 - 29.26.360](#) *Recall*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

BB 9270 CONFLICT OF INTEREST

Note: [Alaska Statute 29.20.010](#) requires each municipality to adopt a conflict of interest code. [Alaska Statute 39.50.145](#) authorizes a municipality to exempt municipal officers from state conflict of interest financial reporting requirements. Accordingly, districts should consult local law to determine if additional conflict of interest requirements must be addressed. The following sample bylaw should be revised as appropriate to reflect district philosophy and needs.

In order to instill public confidence in public office and provide public accountability, School Board members shall disclose and avoid conflicts of interest involving any matter pending before the School Board. A conflict of interest exists when a member has a personal or financial interest on a matter coming before the Board that could render the member unable to devote complete loyalty and singleness of purpose to the public interest. School Board members owe the public a duty to act in the best interests of the district.

Decision making. The Board recognizes that when no conflict of interest requires abstention and/or recusal, its members must vote on issues before the Board. If a board member or their immediate family member (husband/wife, father, mother, son, daughter, brother, or sister) may benefit personally or financially from a Board decision, that board member must provide full disclosure of the conflict or potential conflict of interest to the Board. The Board, without that member's participation, will then approve or disapprove of the member's deliberations and voting on the issue. If the Board determines a conflict of interest prohibits participation, the member shall recuse themselves and abstain from deliberations and voting.

Appearance of impropriety. When a situation may create the appearance of impropriety, even where state and federal laws do not require any action, the board member shall fully disclose the circumstances. The Board, without that member's participation, will then approve or disapprove of the member's deliberations and voting.

Board members who have an actual or potential conflict of interest requiring disclosure shall not seek to influence the decisions of staff or other board members on the underlying matter, or on the member's participation in the matter.

Other duties. School Board members are expected to avoid conflicts of interest in their other duties. This includes:

- a. **Confidential information.** School Board members shall not disclose or use confidential information acquired during the performance of official duties as a means to further their own personal or financial interests or the interests of a family member.
- b. **Gifts.** School Board members shall not accept a gift or economic benefit that would tend to improperly influence a reasonable person or where board members

know or should know the gift is offered for the purpose of influencing or rewarding official action.

- c. **Business dealings with staff.** School Board members shall not engage in financial transactions for private business purposes with district staff whom board members directly or indirectly supervise.
- d. **Compensation for services.** School Board members shall not receive any compensation for services rendered to the district from any source, except compensation for serving on the School Board and reimbursement of expenses incurred as a board member, as allowed by policy and law.

Other legal obligations. School Board members shall comply with state and federal laws pertaining to conflicts of interest. Nothing in this policy restricts or affects board members' duties to comply with those laws.

(cf. 3115 - Relations with Vendors)

(cf. 4112.8 - Employment of Relatives)

(cf. 2300 - Conflict of Interest Code: Designated Personnel)

Legal Reference:

ALASKA STATUTES

[14.08.131](#) *Disqualification from voting for conflict of interest*

[14.14.140](#) *Restriction on employment*

[11.56.100 - 11.56.130](#) *Bribery and related offenses*

[29.20.010](#) *Conflict of interest*

ADMINISTRATIVE CODE

[4 AAC 18.031](#) *Employment of members of immediate families of school board members*

[4 AAC 18.900](#) *Definitions*

Adopted: May 23, 1995

Revised: August 30, 2016

Revised: June 6, 2023

Revised:

Northwest Arctic Borough School District

BB 9320 MEETINGS

Note: Alaska's Open Meetings Act A.S. 44.62.310-.312 requires meetings of the Board to be open to the public except as allowed by law and requires reasonable public notice of such meetings. 1994 revisions to the Act are reflected in this sample policy.

Meetings of the Board are conducted for the purpose of accomplishing district business. A meeting of the Board shall consist of any gathering of the members of the Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act. As a matter of district policy and state law, meetings ordinarily shall be open to the public. The Board may meet in closed sessions only to discuss certain matters as permitted or required by Alaska's Open Meetings Act. All business of the Board must be conducted at a duly convened meeting of the Board. Poll voting between meetings is not allowed. All meetings of the School Board shall be open to the public, except for executive sessions authorized in accordance with law.

(cf. 9321 - Executive Sessions)

Reasonable public notice shall be given for all meetings of the Board in accordance with law and district practice, and shall be posted at all regular district and school sites before the meeting. The Superintendent or designee shall provide reasonable public notice of open meetings of the Board. Such notice shall include the date, time and place of the meeting, and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. shall be provided to the local news media and posted at district and school sites before the meeting. Public Meetings may not be held in a private home or private business.

(cf. 9012 - Communications To and From the Board)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

Regular Meetings

The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting. The local media shall be provided with the annual calendar of regular Board meetings and shall be notified of any changes to the calendar.

Regular meetings shall be held on the last Tuesday of every month, unless otherwise determined by the Board. The meetings will convene at the appointed time, providing a quorum is present. Notice of regular meetings shall be posted at least five (5) days prior to the meeting.

Commented [AE1]: Model state: The Board shall hold ____ regular meetings each month. Unless changed by the Board, regular meetings shall be held at ____ p.m. at ____.

Continued Meetings

The Board, by official action, may recess a regular or special meeting and designate a future date for the purpose of continuing the consideration of one (1) or more topics, provided that:

the total number of days for the session, including all those added after recess, shall not exceed the statutory limitations of fifteen (15) days for a regular meeting and five (5) days for a special meeting;

public notification shall be made of the recess;

any absent members of the Board shall be notified of the recess.

Special Meetings

Special meetings of the Board may be called by the presiding officer or a majority of the Board members.

Except in cases of an emergency, notice of special meetings shall be ~~delivered provided~~ at least 24 hours before the meeting. ~~to all Board members, the Superintendent, and to the local media. This notice shall specify the date, time, place and, if the meeting is by teleconference, the location of any teleconferencing facilities that will be used. Such notice shall be given to all Board members, the superintendent and to the local news media.~~ This notice also shall be posted at district and school sites at least 24 hours before the meeting. ~~This notice shall specify the date, time and place of the meeting.~~

Notice of special meeting shall include a statement of the purpose of the meeting. No business may be transacted at this special meeting, other than that which is specifically stated in the notice of the meeting.

Emergency Special Meetings

The Board president or designee shall give notice of an emergency special meeting to the local media by telephone before the meeting. If telephone services are not functioning, the notice requirement is waived. In that event, As soon after the meeting as possiblepracticable, the Board shall notify the local media that the meeting was held and shall describe the purpose of the meeting and any action taken by the Board.

Board Action Between Meetings

~~When, in the opinion of the Superintendent, circumstances arise of such an urgent nature as to require Board action prior to the regular or special meetings, and the President of the Board, or in the President's unavailability, the Vice-President, concurs with this opinion, a poll vote by phone may be taken of Board members. In taking such a poll, the following conditions shall apply:~~

1. There shall be twenty-four (24) hours advance public notice of the poll vote given by public radio, unless the urgent matter prevents a twenty-four (24) hour delay of the vote. In such an event, at least three (3) hours advance notice shall be given by public radio;
2. The public notice will state the question being voted upon. In addition, the notice will advise the public of their right to be present at the time and place when the poll vote is being conducted by the Board's Recording Secretary;
3. The poll vote will be conducted by the Board's Recording Secretary in the Boardroom at the District Office. As many Board members as possible will be placed on a conference call that will be broadcast via speaker phone into the Boardroom. Board members who are not on the conference call shall be called individually and that phone call shall also be broadcast by speaker phone into the Boardroom;
4. The Board shall confirm the results of the poll vote by a vote taken at the next regular or special meeting.

Teleconferencing/Video-Conferencing

Recognizing the inherent responsibility and statutory duties of Board members, the Board strongly encourages Board members to attend and participate at meetings of the Board. Though great importance is given to the physical presence of Board members at meetings, the attendance and participation of members by teleconference is authorized whenever physical presence is not practicable. All votes at a meeting of members attending by teleconference shall be taken by roll call.

The Board also authorizes the use of teleconferences for Board meetings when receiving public comment or testimony, and during Board deliberations.

Whenever possible, meeting agendas and supporting materials shall be available at all teleconference facilities used for the Board meeting.

The Board may use teleconferences/and or video-conferences, if available, for Board meetings when receiving public comment or testimony and during Board deliberations. Agendas and supporting materials shall be available at conference locations.

Legal Reference:

ALASKA STATUTES

[14.08.091](#) *Administration*

[14.14.070](#) *Organization of school board*

[14.14.080](#) *Declaring a school board vacancy*

[29.20.020](#) *Meetings public*

[44.62.310](#) *Agency meetings public*

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

~~*Revised: March 27, 2007*~~

Adoption Date: May 23, 1995

~~*Revised: March 27, 2007*~~

~~*Revised:*~~

Northwest Arctic Borough School District

BB 9322 AGENDA/MEETING MATERIALS

Construction of Agenda

The Superintendent, at the direction of the President of the Board, shall prepare all agendas for meetings of the Board.

(cf. 9121 - President)

All agendas shall include the meeting time and place and a description of each business item to be transacted or discussed. All agendas shall be posted for public review prior to the meeting.

(cf. 9320 - Meetings)

Note: [A.S. 29.20.020](#) requires governing bodies provide a reasonable opportunity for the public to be heard.

Any member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least ten working days before the scheduled meeting date.

When constructing the agenda, the Board president and Superintendent will decide whether a request is within the subject matter jurisdiction of the Board and whether the agenda item is appropriate for discussion in open or executive session. The Board president and Superintendent have the discretion to carefully consider and decide whether to include public requests on the agenda.

The Board shall also give members of the public the opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. An agenda item for such input shall be included on Board agendas. The Board shall not take action on such matters at that meeting.

(cf. 9012 - Communications To and From the School Board)

(cf. 9323 - Meeting Conduct)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312 - 1312.3 - Complaints Concerning Schools)

School Board Member Preparation

Commented [AE1]: AASB verbiage: The Board president and Superintendent may reject a public request for a matter to be added to the agenda for any reason.

A copy of the agenda shall be forwarded to each Board member at least ten (10) business days before each regular meeting date. All meeting materials will be publicly available at least five (5) business days prior to the meeting.

When special meetings are called, the Superintendent and President shall make every effort to get the agenda and support materials to School Board members one (1) week prior to special meetings or as soon as possible.

School Board members shall review all meeting materials before each meeting. Individual members may confer directly with the Superintendent or designee to obtain specific information on agenda items.

(cf. 9200 - School Board Members)

Legal Reference:

ALASKA STATUTES

[29.20.020](#) *Meetings public*

Adoption Date: May 23, 1995

Revised: April 30, 2024

Revised:

Northwest Arctic Borough School District

BP 1250 VOLUNTEER ASSISTANCE

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

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

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

All persons who wish to volunteer service with or around students must undergo a background check that includes crimes involving moral turpitude.

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

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

(cf. 1260 - Visits to the school)

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

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

(cf. AR 4112.5 Security Check)

Legal Reference:

ALASKA STATUTES

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

Adopted: June 09, 2004

Revised:

Northwest Arctic Borough School District

BB 9200 BOARD MEMBERS

Limits of Board Members Authority

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

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

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

(cf. 1250 - Visits to the Schools)

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

Board Member Requests for Information

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

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

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

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

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

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

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

(cf. 6162.8 - Research)

(cf. 9322 - Agenda/Meeting Materials)

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

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

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

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

(cf. 9270 - Conflict of Interest)

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

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

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

Obligations of Members

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

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

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

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

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

(cf. 9230 - Meetings)

Legal Reference:

ALASKA STATUTES

14.14.140 *Restrictions on employment*

Adoption Date: May 23, 1995

Revision Date: June 6, 2023

Revision Date:

Northwest Arctic Borough School District

BP 4151 SALARY GUIDES - EXEMPT EMPLOYEES

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

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

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

Salary Basis Requirement

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

Permissible Deductions

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

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

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

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

Complaint Procedure for Improper Deductions

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

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

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

Legal Reference:

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

Adopted:

Northwest Arctic Borough School District

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

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

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

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

Legal Reference:

UNITED STATES CODE

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

CODE OF FEDERAL REGULATIONS

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

Adopted: June 09, 2004

Revised:

Northwest Arctic Borough School District

BP 5040 STUDENT NUTRITION AND PHYSICAL ACTIVITY

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

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

The School Board understands that:

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

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

(cf. 1020 – Youth Services)

A. Planning and Periodic Review by Stakeholders

The school district and when appropriate individual schools within the district will create or work with an existing advisory group that will assist in developing,

implementing, monitoring, reviewing and, as necessary, revising school nutrition and physical activity goals.

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

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

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

(cf. 1000 – Concepts and Roles)

B. Nutrition

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

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

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

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

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

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

Schools will provide free potable water in the place where meals are served and elsewhere throughout the school buildings.

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

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

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

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

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

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

To the extent practicable:

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

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

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

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

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

(cf. 0210 – Goals for Student Learning)

(cf. 3550 – Food Service)

(cf. 3551 – Food Service Operations)

(cf. 3552 – Regular Lunch Program)

(cf. 3553 – Free and Reduced Price Meals)

(cf. 3554 – Other Food Sales)

C. Mandatory Physical Activity

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

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

D. ~~Optional~~ Physical Education

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

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

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

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

E. Physical Activity

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

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

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

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

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

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

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

(cf. 1330 – Community use of school facilities)

F. Communication with Parents

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

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

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

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

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

(cf. 6020 – Parent Involvement)

G. Monitoring, Compliance and Evaluation

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

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

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

The district must conduct an assessment of wellness policy every 3 years, at a minimum. The assessment must determine: compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy. The policy must be updated as appropriate.

Legal Reference:

UNITED STATES CODE

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

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

CODE OF FEDERAL REGULATIONS

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

FEDERAL REGISTER

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

ALASKA STATUTES

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

~~Revised: September 29, 2015~~

~~May 01, 2018~~

~~August 25, 2020~~

ADOPTED: MAY 03, 2006

~~Revised: September 29, 2015~~

~~Revised: May 01, 2018~~

~~Revised: August 25, 2020~~

~~Revised:~~

Northwest Arctic Borough School District

BP 5141.22 INFECTIOUS DISEASES

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

(cf. 4119.43 - Universal Precautions)

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

(cf. 5141.23 - Infectious Disease Prevention)

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

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.3 - Health Examinations)

Students with Bloodborne Pathogen Infections

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

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

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

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

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

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

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

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

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

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

Legal Reference:

ALASKA STATUTES

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

ALASKA ADMINISTRATIVE CODE

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

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

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

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

NONDISCRIMINATION UNDER REHABILITATION ACT OF 1973

[20 United States Code, 794](#)

UNITED STATES CODE

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

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

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

U.S. SUPREME COURT

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

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

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

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

BP 5148 CHILDCARE

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

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

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

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

(cf. 0430 - Community School Program)

(cf. 1020 - Youth Services)

(cf. 1330 - Use of School Facilities)

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

Adopted:

Northwest Arctic Borough School District

BP 6115 CEREMONIES AND OBSERVANCES

Patriotic Exercises

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

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

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

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

(cf. 5145.2 - Freedom of Speech/Expression)

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

(cf. 6141.6 - Multicultural Education)

Special Days and Events

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

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

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

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

(cf. 6111 - School Calendar)

Legal Reference:

ALASKA STATUTES

[14.03.050](#) *School holidays*

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

[41.15.900](#) *Observance of Arbor Day*

U.S. SUPREME COURT

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

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

Hanover v. Northrup, 325 F. Supp. 170

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

BP 6142.4 COMMUNITY SERVICE

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

The School Board desires that all students develop a sense of social responsibility and encourages opportunities for students to perform volunteer duties in the community.

The School Board believes that through volunteer service, students may gain a better understanding of local culture and will have the opportunity to reinforce cultural values that support community wellbeing. The School Board also ~~The Board~~ believes that volunteer service can help students gain self-esteem, reinforce skills, discover career options and learn the value of volunteer work. Community service ~~motivates~~ can motivate students to learn by relating the curriculum to the needs of the community at large and reinforcing community cultural values.

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

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

(cf. 1240 - Volunteers)

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

BP 6143 COURSES OF STUDY

All Schools

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

Elementary Schools

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

Secondary Schools

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

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6184 - Virtual/Online Courses)

Legal Reference:

ALASKA ADMINISTRATIVE CODE

05.080 School Curriculum and ~~P~~ersonnel

4 AAC 06.075 High ~~S~~school ~~G~~graduation ~~R~~requirements

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

BP 6146.4 RECIPROCITY ON GRADUATION REQUIREMENTS

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

Credit Requirements

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

(cf. 5118 - Transfers; Withdrawals)

Legal Reference:

ALASKA ADMINISTRATIVE CODE

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

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

BP 6153 SCHOOL-SPONSORED TRIPS

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

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

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

(cf. 6145 - Extracurricular Activities)

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

Principals shall ensure that a plan is developed ~~which~~that provides for the safety of students and their proper supervision by certificated and/or classified staff on in-district school-sponsored trips and certificated staff on out-of-district school-sponsored trips. In certain circumstances, the Superintendent or Designee may waive this requirement.

Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

Commented [AE1]: Not in model policy

Commented [AE2]: In AASB Model Policy.

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

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

Approval Procedures

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

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

Commented [AE3]: Moved to the AR

Cold Weather Travel Procedures

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

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

Legal Reference:

ALASKA ADMINISTRATIVE CODE

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

~~Revised: June 03, 2008~~

Adopted: April 28, 2004

Revised: June 03, 2008

Northwest Arctic Borough School District

AR 6153 SCHOOL-SPONSORED TRIPS

Approval Procedures

Commented [AE1]: From BP.

- 1) All travel within the District must be approved by the Site Administrator.
- 2) All travel that takes the student outside of the District or State must be approved by the Site Administrator and the Superintendent.
- 3) All Travel Plans (E 6153) must be on file with the Superintendent's office before travel takes place.
- 4) The Site Administrator must approve, without exception, all chaperones for travel initiated at a school site.
- 5) The Superintendent, or his/her designee, must approve all chaperones for travel initiated by the District Office.
- 6) One week prior to the date the student travel is to occur, the trip sponsor must submit to the Site Administrator a Travel Plan (E 6153) for approval. Upon approval of the plan, the Site Administrator shall send the plan to the Superintendent for approval.
 - i) All in-district travel must be planned and approved no less than 14 days in advance of travel.
 - ii) All out-of-district travel must be planned and approved no less than 30 days in advance of travel.
- 2) An approved Student Eligibility/Travel Form must be on file in the Site Administrator's Office before a student is permitted to travel.
 - i) Students must have written parental permission in order to participate in trips requiring transportation. The district shall provide an alternative educational experience for students whose parents/guardians do not wish them to participate in a trip.
- 3) An approved Healthcare Emergencies Authorization for Emergency Medical Treatment form must be signed by the parent. A copy must be kept in the Site Administrator's Office, and the original must be kept on the chaperone's person at all times while traveling.

General Procedures

1. ~~Students must have written parental permission in order to participate in trips requiring transportation. The district shall provide an alternative educational experience for students whose parents/guardians do not wish them to participate in a trip.~~
- 2.1. Students shall remain with the chaperone(s) at all times except as listed below:
 - a. Free-time activities in another village. Chaperones, however, are responsible for checking on students at least once every ~~three~~ hours during free-time activities.
 - b. ~~If At any time,~~ a snowmachine, ATV, or boat is the method of transportation, the student must be accompanied by a chaperone ~~while traveling~~.

- 3.2. On overnight student trips, appropriate female supervision shall be provided for female students, and appropriate male supervision shall be provided for male students.
- 4.3. Students shall not be released to any individual without specific written authorization from the parents/guardian and the ~~Principal~~ Site Administrator prior to the initiation of the trip. Chaperones may refuse to release a student to any individual.
- 5.4. When approved ~~travel plan~~ Travel Plans (E 6153)s include lodging in private homes, explicit parental/guardian permission must be obtained in writing prior to the initiation of the trip. If parents/guardian object, alternative lodging arrangements shall be made.
- 6.5. All students traveling ~~by means other than commercial jet within the region~~ must have access to a District travel bag (survival kit) ~~unless one is provided by the transport company.~~
- 7.6. All student travel must comply with NWABSD cold weather travel procedures. (see following pages)
8. ~~Not more than nine NWABSD personnel or students shall be transported at one time in any vehicle. This provision applies to all modes of surface, water or air transportation except commercial jet or other pre-approved aircraft.~~

Snowmachine/All-Terrain Vehicle (ATV)/Boat Guidelines Procedures

1. A Travel Plan (E 6153) must be submitted to the Superintendent's office before travel occurs. The Superintendent or designee must approve all travel by snowmachine/ATV/boat in advance.
 - a) The Travel Plan (E 6153) must be approved by the Site Administrator who then submits the Travel Plan (E 6153) to the Advisory School Council or President.
 - b) The Travel Plan (E 6153) must be approved by the Advisory School Council or Advisory School Council President prior to being submitted by the Site Administrator to the Superintendent.
2. Only students in grades five (5) through twelve (12) may travel by snowmachine/ATV/boat. For cultural activities, the grades may be lowered at the discretion of the Site Administrator.
3. Snowmachine travel will be on marked, permanent winter trails between approved sites.
4. All travelers must be team (District-sponsored-group) members and have District-approved chaperones.
5. Snowmachine/ATV/boat drivers/chaperones must be selected from a list of applicants prescreened by the Site Administrator for compliance with applicable State Law and Board Policy. Drivers' and all adult travelers' names must be included on the student permission slips for parent signatures (Student Travel Form for Snowmobile/All-Terrain Vehicle (ATV)/Boat Travel).

6. No snowmachine/ATV/boat trip will be taken without at least two (2) chaperones familiar with the terrain accompanying the students: one (1) chaperone designated as the Travel Guide/Leader and one (1) designated as the Tail Guide. There will be at least one (1) chaperone per every five (5) students. At least two (2) chaperones will accompany each group of students. The Site Administrator and presiding officer of the Advisory School Council must approve the non-certificated individual(s). Chaperones may also be drivers. There will be at least two (2) snowmachines/ATVs on any trip.
 - a) The Travel Guide/Leader shall designate a Tail Guide to travel as the last vehicle to ensure group safety from the rear.
7. The chaperone designated as the Travel Guide/Leader shall work with the Site Administrator, and these two (2) persons shall be jointly responsible for communication and compliance with applicable district rules and policies related to the approved travel. The Site Administrator must confer with the Superintendent or his/her designee, the Advisory School Council President, the Search and Rescue President, and the Travel Guide/Leader no earlier than one hour before the trip is scheduled to begin to discuss whether the trip should take place taking into consideration the weather conditions.
 - a) The weather service for both sites must be contacted prior to departure
 - b) No snowmachine/ATV/boat travel will be permitted if the temperature is below -20° Fahrenheit and/or adverse weather conditions
 - c) Visibility must be greater than five (5) miles
 - d) The weather conditions must be entered into a travel log, which is to be submitted to the Superintendent at the completion of the trip.
8. The traveling group must have survival bags, sleeping bags (one for each person), and a tent (large enough for all travelers to fit comfortably in case of an emergency). There must be 24 hours' worth of emergency food supplies and rations for each traveler, a stove, VHF radio, emergency flares, GPS, and one rifle to be carried by the Travel Guide/Leader for emergency use only. All travelers must have the proper gear for traveling.
 - a) Proper winter gear is defined as heavy boots, a winter hat, a facemask, a parka, snow pants, heavy gloves, and goggles.
 - b) Proper boat gear is defined as life jackets (one for each person and always worn while on the boat), rubber boots, and raincoats.
 - c) The Site Administrator shall have the authority to determine if a student or chaperone is not wearing the proper gear and deny these individuals the right to take part in the trip.
9. Each snowmachine/ATV/boat shall have the following: spare gas, extra belt, spark plugs, and a toolkit.

10. Approved sites, sites in **BOLD** are allowed to travel to the listed sites:-

Kivalina: — Noatak, Kotzebue

Noatak: — Kotzebue, Kivalina

Noorvik: — Kiana, Kotzebue, Selawik, Buckland

Kotzebue: — Kivalina, Noatak, Noorvik, Buckland, Selawik, Kiana

Kiana: — Noorvik, Kotzebue, Selawik, Buckland

Ambler: — Shungnak, Kobuk, Selawik

Shungnak: — Kobuk, Ambler, Selawik

Kobuk: — Ambler, Shungnak

Buckland: — Deering, Selawik, Kotzebue, Noorvik

Selawik: — Buckland, Deering, Noorvik, Kiana, Kotzebue

Deering: — Buckland, Selawik

11. Boat travel: Travel between sites is at the discretion of the Site Administrator/Coach/Superintendent or his/her designee.

Pre-Travel Orientation

1. Prior to any student travel, all chaperones, students, and parents/guardians shall be required to attend a meeting about the proposed trip. The agenda of the meeting shall include:
 - a. The purpose of the trip.
 - b. NWABSD Travel Procedures, and
 - c. Orientation in the proper usage of the District's survival kit, unless ~~traveling by commercial jet provided by the transport company~~ (see survival equipment for details).

For school organizations or groups which travel more than once per year for the same purpose (i.e. basketball) parents need to attend only once prior to the beginning of the first trip.

2. If the travel is planned by the District Office, the PrincipalSite Administrator of each school ~~which-that~~ sends students on the trip shall be responsible for conducting the pre-travel orientation meeting.

Student Eligibility Rules for Travel

1. In order to participate in extra/co-curricular activities, students in grades 5 through 12 must demonstrate satisfactory educational progress.
2. Student activities participants lower than 5th grade are NOT approved to travel on District-sponsored extra/co-curricular activity trips.
3. 5th Grade Eligibility will be based on the teacher's recommendation to the Site Administrator. The Site Administrator makes the final determination on the student's eligibility, which includes current grades, attendance, and behavior.
3. 6th-8th Grade Eligibility will be based upon prior quarter grades and bi-monthly grade checks.
4. 9th-12th Grade Eligibility will be based upon prior semester grades and bi-monthly grade checks. The following criteria will determine eligibility:
 1. ~~Students In Middle level must be emerging In all areas and maintain acceptable behavior and attendance as assessed by the Principal during the participation period time.~~
 2. ~~Students in grades 9 – 12 will be eligible for extra-curricular activity and travel if the student:~~
 - a. A "C" (2.0) average, with no F's to compete and travel in student activities;
 - b. Students with less than a "C" (2.0) average can still practice and be part of an Organization;
 - c. ~~Students ineligible for the grading period (currently the quarter) may become eligible anytime after the mid-grading period (currently four weeks) if at that time (the fifth week) their average has been raised to a 2.5 GPA with no grade lower than a "C".~~
 - d.c. Maintains acceptable behavior and attendance as assessed by the PrincipalSite Administrator during the participation period of time. Students in grades 9-12 must also adhere to all Alaska School Activities Association rules for participation.
- 3.5. All Students must complete the Student Travel/Eligibility Form. In cases where the student receives a disapproval from one or more teachers, the PrincipalSite Administrator or his/her designee shall make the decision to determine the student's eligibility for travel.
- 4.6. All Students are allowed a maximum of fifteen (15) days for student travel per year. Absences for travel beyond the fifteen (15) day limit must have the specific approval of the PrincipalSite Administrator.
- 5.7. All Students must be in regular attendance at school on the day of their departure and depending on the time of day the students return to their

community, the PrincipalSite Administrator will decide if it is appropriate for them to return to school that day.

Supervision (Chaperone Rights and Responsibilities)

1. Students on approved trips are under the jurisdiction of the Board and subject to school rules and regulations.
2. Chaperones shall be 21 years of age or older.
3. Chaperones are expected to set an example of proper behavior. In addition, chaperones must be supervising students at all times.
4. Chaperones are expected to enforce all NWABSD Activity Travel Procedures and to report all violations of the rules to the appropriate PrincipalSite Administrator(s).
5. Chaperones shall authorize all student free-time activities (such as movies, games, dances, and contact with individuals not associated with the District).
6. Chaperones shall abide by all Alaska State laws.
7. The use of alcohol and/or illegal drugs by persons chaperoning is prohibited.
8. The chaperone shall carry the following on each trip:
 - a) The original copy of the Student Travel/Eligibility Form-on each trip, and
 - b) A copy of the Northwest Arctic Borough School District Activity Travel Procedures from the Student Parent Handbook, and
 - 8-c) All original student Healthcare Emergencies Authorization for Emergency Medical Treatment forms.
9. If in the judgment of the chaperone(s), weather conditions are marginal for safe travel, the chaperone(s) shall have the authority to cancel or reschedule travel. All rescheduling of travel shall be coordinated through the PrincipalSite Administrator.
10. Chaperones shall have the authority to set and enforce appropriate curfew times ensuring that students receive adequate rest.
11. The chaperone shall have the right to turn a student over to the police or juvenile authorities when, in their judgment, they are unable to control the student or the student presents a danger to others.
12. It shall be the responsibility of the chaperone(s) to immediately notify the PrincipalSite Administrator and the responsibility of the PrincipalSite Administrator to immediately notify the parent(s)/guardian(s) if the student is having medical problems, being returned to the village, being held by the police or involved in an accident. It is the PrincipalSite Administrator's responsibility to immediately notify the Superintendent.
13. It shall be the responsibility of the chaperone(s) to determine if a student is using, or is under the influence of alcohol and/or illegal drugs. The decision of the chaperone(s) in these matters shall be final.
14. If a student leaves the group without authorization and cannot be located immediately or will not willingly return to the group, the chaperone(s) shall immediately contact the police as well as the PrincipalSite Administrator.

15. All air carriers must meet the District's insurance requirements and have a copy of their certificate of insurance on file with the District.
16. Only movies rated "G" and "PG" shall be permitted for student viewing by Primary, Middle and Intermediate level. "PG" and "PG-13" movies may be shown to age-appropriate students once a review on Common Sense Media (<https://www.common sense media.org>) has been conducted by the Site Administrator and/or the chaperone. The Site Administrator will provide the final approval. Approved PG/PG-13 movies will require a permission slip stating the information found on Common Sense Media that is signed by the parent. "PG-13" movies with parent approval are permitted for High School students. At all times age restriction, no matter school placement, age restrictions, no matter school placement, must not be exceeded.

Student Travel Rules

1. Students must follow all chaperone decisions.
2. Students shall abide by all Alaska State laws such as laws related to shoplifting and the use of alcohol and/or illegal drugs.
- ~~3. Students shall be with designated Chaperone(s) at all times.~~

Disciplinary Actions for Travel Rule Violations

1. A decision may result in the student being sent home prior to the conclusion of the activity.
- ~~2.~~ When a student is sent home prior to the completion of the activity, an appropriate school employee or parent/guardian will accompany the student's return.
~~—(An appropriate school employee may be sent from the site or District Office to return with the student.)~~
3. These disciplinary actions do not preclude the student from being suspended or expelled from school under other Board policies or procedures.
4. The disciplinary actions listed below will start the day that the ~~Principal~~Site Administrator or other school official makes the decision that a school rule(s), NWABSD Board policy or regulation, Alaska State law, or other rules have been violated.
- ~~5.~~ Students who violate and/or are convicted of violating Alaska State laws, NWABSD Board policy and regulations, school rules or other rules as specified by the chaperone, will may be prohibited from participating in extra-curricular activities, including practices, ~~for a period of:~~
 - ~~a. A minimum of forty-five school days for the first offense;~~
 - ~~b. 5. One full calendar year for the second offense and all other offenses that follow the second offense.~~
- ~~6.~~ An exception to the above consequence is:
 - ~~a. Any student found to be in possession of, or under the influence of drugs or alcohol, will be prohibited from participating in extra-curricular activities, including practices for a period of one full calendar year.~~

~~All offenses are accumulative during grades 7th through 12th grade.~~

4. Cold Weather Travel Procedures

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

1. Student travel will not be allowed in temperatures below -35° F and/or adverse weather conditions as determined by principal/coach/Superintendent or Superintendent's designee.
2. Staff travel is not required at temperatures below -35° F.
3. Traveling out of district - provided students are in Kotzebue when the temperature drops below the allowable level for travel and the jet arrives (Alaska Airlines or Frontier) students may travel.
4. All students, staff and chaperones are required to wear clothing appropriate for existing and anticipated weather conditions.
5. Students, staff and chaperones will not be allowed to travel in cold weather without wearing head cover, insulated gloves or, mitts, insulated boots or mukluks, insulated pants and jackets, and other cold weather gear.

Survival Equipment

- ~~1. All students traveling within the region must have access to a District travel bag (survival kit) unless one is provided by the transport company.~~
- ~~1. All students traveling by any means other than commercial jet must have access to a District survival kit.~~
- ~~2. Travel bags must be locked in a secure location when not in use.~~
- ~~3. Survival kits shall contain the following items or equivalent substitutes:~~
 - ~~2.a. -When two (2) or more students are traveling:~~
 - ~~a.(i) High energy rations (replaced yearly)~~
 - ~~b.(ii) One all steel hatchet with sheath such as Estwing~~
 - ~~c.(iii) One flashlight such as Duracell~~
 - ~~d.(iv) One 12-gauge flare pistol with nine flares such as Olin~~
 - ~~e.(v) One wool blanket~~
 - ~~f.(vi) One space blanket~~
 - ~~g.(vii) One six-dimension tent such as Eureka~~
 - ~~h.(viii) Two pair of socks such as Wigwam~~
 - ~~i.(ix) Two pair double thick mitts with Ithinsulate~~
 - ~~j.(x) One first aid kit with manual~~
 - ~~k.(xi) One knife such as Swiss Army~~
 - ~~l.(xii) Three boxes of matches in waterproof/windproof container~~
 - ~~m.(xiii) One metal match fire starter~~
 - ~~n.(xiv) One stove nested in one cook kit such as Peak~~
 - ~~o.(xv) Three candles~~
 - ~~p.(xvi) One signal mirror~~
 - ~~q.(xvii) One compass~~
 - ~~r.(xviii) One mountaineering medicine manual~~

- ~~s-(xix)~~ Two packets of facial tissue paper such as Kleenex
- ~~t-(xx)~~ One lockable duffel bag

~~3.b. Survival kits shall contain the following items or equivalent substitutes~~

~~W~~When one (1) student is traveling:

- ~~a.i.~~ Four candy bars
- ~~b.ii.~~ One flashlight such as Duracell
- ~~c.iii.~~ Three hand-launched flares such as Skyblazer
- ~~d.iv.~~ One space blanket
- ~~e.v.~~ One pair of Wool Socks such as Wigwam
- ~~f.vi.~~ One pair of double-thick mitts with ~~I~~thinsulate
- ~~g.vii.~~ One first aid kit with manual
- ~~h.viii.~~ One knife such as Swiss Army
- ~~i.ix.~~ Two boxes of matches in waterproof/windproof container
- ~~j.x.~~ One metal match fire starter
- ~~k.xi.~~ Four emergency candles
- ~~l.xii.~~ One signal mirror
- ~~m.xiii.~~ One mountaineering medicine manual
- ~~n.xiv.~~ Two packets of facial tissue paper such as Kleenex
- ~~o.xv.~~ One lockable duffel bag.

~~Revised: February 25, 2008~~

~~Adopted: April 28, 2004~~

~~Revised: February 25, 2008~~

Northwest Arctic Borough School District

BP 6161.2 DAMAGED OR LOST INSTRUCTIONAL MATERIALS AND EQUIPMENT

<p><i><u>Note: The following sample policy may be revised or deleted to reflect district philosophy and needs</u></i></p>

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

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

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

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

(cf. 5131.5 - Vandalism, Theft and Graffiti)

(cf. 3515.4 Recovery for Property Loss or Damage)

Adopted: April 28, 2004

Revised:

Northwest Arctic Borough School District

BP 6179 CHILD CARE AND DEVELOPMENT PROGRAMS

<p>Note: The following optional policy may be revised or deleted to reflect district philosophy and needs.</p>
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The School Board wishes to provide a safe environment with competent, caring supervision for children whose parents/guardians are working, in training, seeking jobs, incapacitated, or in need of respite. Besides attempting to help children develop intellectually, socially, emotionally and physically, district child care and preschool programs should strengthen families by enhancing parenting skills and reducing the strain on parents.

The Superintendent or designee shall ensure that district child care and preschool programs comply with requirements of law.

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

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

(cf. 5148 - Child Care)

Legal Reference:

ALASKA ADMINISTRATIVE CODE

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

Adopted:

Northwest Arctic Borough School District

BP 7000 CONCEPTS AND ROLES

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

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

(cf. 1330 - Use of School Facilities)

Role of the School Board

The School Board:

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

Role of the Superintendent or Designee

The Superintendent or designee:

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

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

(cf. 3311 - Bids)

(cf. 3312 - Contracts)

Legal Reference:

ALASKA STATUTES

[14.07.020](#) *Duties of the department*

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

[14.11.011](#) *Grant applications*

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

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

[35.15.010 - 35.15.120](#) *Construction procedures*

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

ALASKA ADMINISTRATIVE CODE

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

[4 AAC 31.900](#) *Definitions*

Adopted: May 23, 1995

Revised:

Northwest Arctic Borough School District

BP 7310 METHODS OF FINANCING

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

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

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

Legal Reference:

ALASKA STATUTES

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

[43.50.010 - 43.50.180](#) Cigarette Tax Act

ALASKA ADMINISTRATIVE CODE

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

[4 AAC 36.010](#) Cigarette tax distribution

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

Adopted: May 23, 1995

Revised:

Northwest Arctic Borough School District

BP 8000 CONCEPTS AND ROLES

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

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

(cf. 8200 - Powers and Duties)

(cf. 9310 - Policy Manual)

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

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

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

Role of the School Board

The School Board shall:

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

3.

Role of the Superintendent or Designee

The Superintendent or designee shall:

1. Supervise the conduct of elections of Advisory School Council members.
- ~~1.2.~~ Oversee the operation of elections of Advisory School Councils and report to the School Board, regarding the relationship between Advisory School Councils and the schools.
- ~~2.3.~~ Solicit and receive recommendations from the Advisory School Council.

Legal Reference:

ALASKA STATUTES

14.08.115 ~~School~~ Advisory ~~S~~school ~~B~~boards in REAA

14.12.035 Advisory ~~S~~school ~~B~~boards in ~~B~~orough ~~S~~school ~~D~~istricts

ALASKA ADMINISTRATIVE CODE

~~4 AAC 05.010 – 4 AAC 05.090 Local education~~

~~4 AAC 02.010 – 4 AAC 05.090 Local Education~~

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

Adopted: March 28, 1995

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

~~*Revised:*~~

Northwest Arctic Borough School District

BP 8320 MEETINGS

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

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

The Advisory School Councils may not hold executive sessions.

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

(cf. 1340 - Access to District Records)

(cf. 9320 - Meetings)

Legal Reference:

ALASKA STATUTES

[29.20.020](#) Meetings public

[44.62.310](#) Agency meetings public

[44.62.312](#) State policy regarding meetings

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

Adopted: March 28, 1995

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Revised:

Northwest Arctic Borough School District

BB 9000 ROLE OF SCHOOL BOARD AND MEMBERS (POWERS, PURPOSES, DUTIES)

Powers and Duties

Note: Pursuant to A.S. 14.08.021, regional A.S. 14.12.030, school boards are delegated authority to operate public schools subject to laws and regulations applicable to regional school boards and other school districts.

The School Board's primary goal is to provide each student with an education of the highest quality in keeping with his/her capacity to learn. This goal shall be the basic factor motivating the School Board's execution of its powers and duties.

(cf. 0200 - Goals for the School District)

The School Board is responsible for the general control and direction of education in the district and is empowered to carry on and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law. This broad authority shall be exercised in accordance with the State and Federal Constitutions, laws and regulations. The School Board may execute any powers delegated by law to it or to the district which it governs, and shall discharge any duty imposed by law upon it or upon the district which it governs.

(cf. 0440 - Advisory School Councils)

(cf. 9200 - School Board Members)

Governance Functions

The School Board shall consider and approve or disapprove matters submitted to it by the Superintendent or designee and the public and is committed to establishing policies to govern district activities. The School Board shall prescribe bylaws for its own governance with law or with the rules prescribed by the State Board of Education.

(cf. 9300 - Governance)

Executive Functions

The Superintendent or designee shall serve as the chief executive officer of the School Board. The School Board delegates to the Superintendent or designee the authority to carry out School Board decisions and to make and carry out any decisions which it delegates. The Superintendent or designee shall be fully responsible for the proper use of this authority. The School Board retains ultimate responsibility for the performance of any powers or duties delegated.

(cf. 2210 - Administrative Leeway in Absence of Policy)

Judicial Functions

The School Board believes that positive personnel and public relations rely upon the ability to hear and resolve of grievances, complaints and criticisms. The School Board, convened, shall serve as a body of appeal for grievances, complaints and criticisms in accordance with School Board policies and negotiated employee agreements.

(cf. 1312 - Complaints Concerning the Schools)

(cf. 4144 - Grievances/Complaints)

Legal Reference:

ALASKA STATUTES

[14.08.021](#) *Authority (regional school boards)*

[14.08.041](#) *Regional school boards*

[14.08.101](#) *Powers (regional school boards)*

[14.08.111](#) *Duties (regional school boards)*

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

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

[14.14.130](#) *Chief school administrator*

[29.35.160](#) *Education (military reservations)*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

BB 9122 VICE PRESIDENT

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

The duties of the vice president shall be to:

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

(cf. 9120 - Officers and Auxiliary Personnel)

Legal Reference:

ALASKA STATUTES

[14.14.070](#) *Organization of school board*

[14.14.020](#) *Bond required*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

BB 9210 QUALIFICATIONS

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

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

(cf. 9220 - School Board Elections)

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

1. is a citizen of the United States;
2. is 18 years of age or older;
3. is a registered voter in the State of Alaska;
4. has been a resident of the school district for 30 days immediately preceding the election (or appointment); and
5. is not disqualified from voting due to:
 - a. conviction of a felony involving moral turpitude, assuming voting rights have not been restored; or
 - b. a court finding of incompetency, unless the disability no longer exists.

(cf. 9200 - School Board Members)

(cf. 9223 - Filling Vacancies)

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

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

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

Legal Reference:

ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.12.080](#) *Qualification of members*

[15.05.010](#) *Voter Qualification*

[29.26.050](#) *Voter Qualification*

ALASKA CONSTITUTION

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

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

Adopted:

Northwest Arctic Borough School District

BB 9220 SCHOOL BOARD ELECTIONS

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

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

(cf. 9110 – Board Membership)

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

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

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

(cf. 9210 - Qualifications)

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

(cf. 9270 - Conflict of Interest)

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

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

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

Legal Reference:

ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.08.051](#) *School board sections*

[14.08.061](#) *Term of office*

[14.08.071](#) *Elections*

[14.08.081](#) *Recall*

[14.12.050](#) *School board terms*

[14.12.080](#) *Qualification of members*

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

[14.14.140](#) *Restrictions on employment*

[29.20.300](#) *School boards*

[29.26.060](#) *Runoff elections*

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

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

E 9224 OATH OR AFFIRMATION

School board members, before taking office and sign the following oath of affirmation:

"I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of Alaska and that I will honestly, faithfully, and impartially discharge my duties as a school board member to the best of my ability."

Legal Reference:

[AS 14.12.090](#)

Adopted:

Northwest Arctic Borough School District

BB 9230 ORIENTATION

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

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

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

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

(cf. 9020 - Board Standards)

(cf. 9240 - Board Development-)

Legal Reference:

ALASKA STATUTES

14.14.160 *Cooperation and support of certain association functions*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

BB 9240 BOARD DEVELOPMENT

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

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

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

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

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

(cf. 9020 - Board Standards)

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

Legal Reference:

ALASKA STATUTES

14.14.160 *Cooperation and support of certain association functions*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District

BB 9321 EXECUTIVE SESSIONS

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

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

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

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

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

(cf. 1340 - Access to District Records)

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

(cf. 1120 - School Board Meetings)

Legal Reference:

ALASKA STATUTES

44.62.310-312 Alaska's Open Meetings Act

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

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

Adoption Date: May 23, 1995

Northwest Arctic Borough School District

BB 9330 MEMBERSHIP IN ASSOCIATIONS

Membership in recognized associations such as Association of Alaska School Boards will be maintained by the schools for several reasons, including:

1. The inservice education benefits to our staff and School Board which come from participation in meetings, conferences, clinics and conventions.
2. Access to the communication media of such associations, such as newsletters, periodicals and advisory services.
3. Representation in actions affecting education in general and the school district in particular.

The School Board in maintaining such membership in no way abdicates its authority over the responsibility for the schools of the district as outlined in state law and Board policy.

The Superintendent is directed to budget funds for such memberships, and for paying the costs of adequate participation of School Board, administration and staff in the activities of such association to achieve the purposes listed above.

Legal Reference:

ALASKA STATUTES

[14.07.058](#) *Alaska School Activities Association*

[14.14.150](#) *Association of Alaska School Boards the representative agency of board members*

ALASKA ADMINISTRATIVE CODE

~~[4 AAC 66.010-66.0604](#)~~ ~~[AAC 66.010](#)~~ *Regional resource centers*

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District