



**North Slope Borough School District Board of Education  
ZOOM Video Communication  
Utqiagvik, AK**

**Unapproved Minutes  
Special School Board Meeting  
August 24, 2020  
4:00 p.m.**

**CALL TO ORDER AND MOMENT OF SILENCE:** Muriel Brower, Board President, called the Board of Education Special Meeting to order at 4:08 p.m. on ZOOM Video Communications.

**FLAG SALUTE:** The Pledge of Allegiance was led by the Board of Education.

**ROLL CALL:**

Mary Jo Olemaun – Present  
Robyn Burke - Present  
Madeline Hickman – Present  
Qaiyaan Harcharek– Present

Nancy Rock – Present  
Muriel Brower – Present  
Nora Jane Burns- Present

**APPROVAL OF AGENDA:** Nancy Rock MOVED that the NSBSD Board of Education APPROVE the agenda as presented. Madeline Hickman SECONDED the motion. Question called. The motion CARRIED in a roll call vote of seven yes, zero no.

Mary Jo Olemaun – Yes  
Nora Jane Burns – Yes  
Muriel Brower – Yes

Nancy Rock – Yes  
Qaiyaan Harcharek – Yes

Madeline Hickman – Yes  
Robyn Burke – Yes

**RECOGNITION OF VISITORS:** District staff were present.

**PUBLIC COMMENTS ON AGENDA ITEM(S):** No comments were heard at this time.

**CONTRACT OVER 10K, ARCTIC FIRE & SECURITY** is presented by Chief Financial Officer Fadil Limani. In accordance with the applicable Board Policy 3312, contracts and memorandum of agreements \$10,000 or greater require Board approval. The North Slope Borough School District requires periodic maintenance of all heating, ventilation, air, conditioning (HVAC), as well as yearly inspection and re-certification of all fire detection and suppression systems. The contracts provided with this memo SB21-025 include the re-certification of fire alarm systems, testing of kitchen hood systems, testing of sprinkler systems, and fire extinguishers across all of the schools within this District. In addition, the respective memorandum of agreement will provide for the renewal of the Gentec Security system for all of the schools. Furthermore, the agreement will address the repair of the Point Hope failed HVAC hardware controls. The length of the contract is for one year commencing on August 25, 2020 and terming as of June 30, 2020. This will be paid under the professional & technical services account code 100.200.600.000.410 in the amount of \$101,039. The account code 100.200.600.000.410 has an available budget of \$77,163.77 requiring a budget line transfer of \$27,000. The available budget after the budget line transfer is \$104,163.77.

Points of discussion included: Revising the current Memorandum of Agreement to be up-to-date; Time of services rendered; Communication between organizations; Use of general shipping versus Gold Streak mentioned in a sales quote; Point of contact on Facility needs; Improving the on-boarding/off-boarding process; Requirement of re-certification, process, and routine check-ups; and use of Safety Committee's.

Nancy Rock MOVED that the NSBSD Board of Education APPROVE the above \$10,000 and greater proposal for Arctic Fire & Security, as described in this memo and attachments. Qaiyaan Harcharek SECONDED the motion. Discussion called. Question called. The motion CARRIED in a roll-call vote of seven yes, zero no.

Mary Jo Olemaun – Yes  
Nora Jane Burns – Yes  
Muriel Brower – Yes

Nancy Rock – Yes  
Qaiyaan Harcharek – Yes

Madeline Hickman – Yes  
Robyn Burke – Yes

**CONTRACT OVER 10K, MARSH & MCLENNAN** is presented by Chief Financial Officer Fadil Limani. In accordance with the applicable Board Policy 3312, contracts and memorandum of agreements \$10,000 or greater require Board approval. This agreement includes: Providing an analysis of existing plans; Advisement on the impact of pending as well as enacted legislation and regulations affecting benefits and/or the administration; Assist in the implementation and administration of new programs or changes to existing programs; Benchmark plans against competitive environment; creation of a three to five year strategy; Develop objectives and plan designs to include in Requests for Proposals; prepare detailed specifications for Request for Proposals; Submit Request for Proposals to insurance markets/vendors; Review each proposal and negotiate best rates and conditions per District specifications; Prepare evaluations on proposals to simplify comparative differences and important components of proposals; Evaluate renewals proposed by insurance companies; negotiate rates with companies after analyzing current experience, retention, previous year's financial results, and the competitive marketplace; analyze current plan costs of all benefits compared to prior year's cost; Year End Accounting will include reviewing policy year financial summaries for complete cost breakdown; Analyze costs including premium, claims, reserve levels, expenses, pooling levels, and overall effectiveness of funding arrangement; assist with preparation of open enrollment communication materials and organizing vendor participation at open enrollment meetings; attend and conduct open enrollments meetings as requested. In addition, Marsh & McLennan may utilize the services of other intermediaries to assist in the marketing of the District's program when these services are necessary and appropriate with disclosure to the District. The compensation of such intermediaries is not included in this agreement and will be paid by insurers/providers out of paid premiums. Additional services is outlined in the agreement. This will be paid under account code 100.200.551.000.410 in the amount of \$40,000. This account code has an available budget of \$17,000. After a budget line transfer of \$40,000 from account code 100.200.600.000.445 where the current available budget is \$1,087,186 would be reduced to \$94,763. This will then bring account code 100.200.551.000.410 to have an available budget of \$57,000.

Qaiyaan Harcharek MOVED that the NSBSD Board of Education APPROVE the above \$10,000 and greater proposal for Marsh & McLennan, as described in this memo and attachments. Madeline Hickman SECONDED the motion. Question called. The motion CARRIED in a roll-call vote of seven yes, zero no.

Mary Jo Olemaun – Yes  
Nora Jane Burns – Yes  
Muriel Brower – Yes

Nancy Rock – Yes  
Qaiyaan Harcharek – Yes

Madeline Hickman – Yes  
Robyn Burke – Yes

**CONTRACT OVER 10K, BORDERLAN NETWORK SECURITY** is presented by Information Technology Director Everett Haimes. In accordance with the applicable Board Policy 3312, contracts and memorandum of agreements \$10,000 or greater require Board approval. The North Slope Borough School District is working with local internet service providers GCI and ASTAC to provide local network access to internal District resources. In order to do so, local network routes must be put in place to ensure the design and implementation of secure incoming network routes via dedicated hardware. This proposal includes professional and technical services to assist the District with supporting LAN/WAN infrastructure. The length of the contract will commence upon execution of the agreement from both parties and will term on June 30, 2020. This will be paid under account code 100.200.355.000.410 in the amount of \$15,000. This account code has an available budget after a budget line transfer in the amount of \$15,140.

Nancy Rock MOVED that the NSBSD Board of Education APPROVE the above \$10,000 and greater proposal for BoderLAN Network Security, as described in this memo and attachments. Qaiyaan Harcharek SECONDED the motion. Question called. The motion CARRIED in a roll-call vote of seven yes, zero no.

Mary Jo Olemaun – Yes  
Nora Jane Burns – Yes  
Muriel Brower – Yes

Nancy Rock – Yes  
Qaiyaan Harcharek – Yes

Madeline Hickman – Yes  
Robyn Burke – Yes

**CONTRACT OVER 10K, NICK HANSEN** is presented by Special Education/Student Services Director Lori Roth. In accordance with the applicable Board Policy 3312, contracts and memorandum of agreements \$10,000 or greater require Board approval. This agreement includes providing distance virtual assemblies for the North Slope Region including speeches, stories, wellness activities, healthy lifestyle choices, trauma, suicide awareness and educational engagement. Mr. Hansen will participate/host up to two local radio shows on KBRW promoting suicide awareness, wellness, and healthy choices for local residents. September is Suicide Awareness Month; Nick will partner with the District to promote wellness and healthy choices while participating in a “Wellness Bike Challenge” to support indigenous men. District staff will develop a virtual program via Facebook for students to “Ride with Nick” from September 1-7, 2020. Additional information is included in the memorandum of agreement and dates he is not available. This contract will begin August 1, 2020 through June 30, 2021. The total agreement will not exceed \$40,500 with travel. The professional and technical services will be paid under account code 366.200.220.000.410 in the amount of \$37,500. The travel will be paid under account code 366.200.220.000.410 in the amount of \$3000. Grant funds will be utilized to fund this agreement. The ANEP grant will fund following the federal fiscal year with the District and Alaska Staff Development Network will utilize the remaining funds for Nick’s Fiscal Year 2020 Memorandum of agreement as the Fiscal Year 2020 was not fully utilized due to the COVID-19 restrictions.

Points of discussion included: Amount of funds not utilized from the previous year; Type of activities and billing specifications; Connectivity issues; and COVID-19 limitations.

Madeline Hickman MOVED that the NSBSD Board of Education APPROVE the above \$10,000 and greater proposal for Nick Hansen, as described in this memo and attachments. Mary Jo Olemaun

SECONDED the motion. Discussion called. Question called. The motion CARRIED in a roll-call vote of five yes, two no.

Mary Jo Olemaun – Yes  
Nora Jane Burns – Yes  
Muriel Brower – Yes

Nancy Rock – Yes  
Qaiyaan Harcharek – No

Madeline Hickman – Yes  
Robyn Burke – No

**INFORMATIONAL: PURCHASES OF SUPPLIES, EQUIPMENT & MATERIALS** is presented by Chief Financial Officer Fadil Limani. In accordance with the applicable Board Policy 3312, contracts and Memorandum of Agreements \$10,000 or greater require Board approval. As prescribed in Board Policy 3300 and 3310, the Superintendent or designee may issue and sign purchase orders for supplies, materials, and equipment in accordance with law. In addition the Superintendent or designee shall not authorize any proposed expenditure that exceeds the major budget classification allowance against which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer. The following are provided as informational: Follet School Solutions will be utilized for the Kaktovik Library Replacement under account code 399.480.351.000.471 in the amount of \$262,813.11. This replaces the lost materials from the fire. The funding for such purchases is derived from Fund Balance; Everts Air Cargo will be utilized to charter a flight from Fairbanks to Kaktovik under account code 399.480.600.000.452 in the amount of \$18,980. This is freight for items lost from the fire in Kaktovik. Funding for such purchases is derived from Fund Balance; JR Microsystems will be utilized for Physical Education Equipment due to the Kaktovik Fire Replacement under account code 399.480.100.000.450 in the amount of \$10,256.79. This replaces materials from the fire. Funding for such purchases is derived from Fund Balance; McGraw Hill will be utilized for purchasing Math intervention software for Grades 6-12, to support student learning gaps in math and aligns with the math college entrance exam. This will be paid under account code 100.200.351.000.450 in the amount of \$15,984. The approved budget is \$235,000 with a remaining available budget of \$9,234.23 requiring a budget line transfer of \$15,980 coming to a total of \$25,214.23; SHI will be utilized for purchasing technology supplies/equipment for the Kaktovik Interim School under account code 399.480.355.000.450 in the amount of \$134,471.57. This is to replace lost materials from the fire such as Information Technology equipment. Funding for such purchases is derived from Fund Balance; Alaska MacStore will be utilized for the repair of seventy-seven MacBook Pro computers under account code 100.200.355.000.443 in the amount of \$38,750. This requires a budget line transfer of \$40,000. The total for memo number SB21-029 Purchase of Supplies, Materials, and Equipment over \$10,000 is \$481,255.47.

Points of discussion included: Clarification of designee as either the Chief Financial Officer, Director of Administration and Finance, or the Assistant Superintendent, and in their absence another designee in which the Superintendent would appoint; Defined controls and approval process in Tyler; financial governance including procurement processes, budget line transfers, and approval through governing Boards; Approval of State School Board contract of four years and funding for Qargi Academy by the North Slope Borough for one annual appropriation of Fiscal Year 2020-2021; and need for the establishment of a procedural policy on contributions and donations.

**SCHOOL BOARD COMMENTS:** Board member Nancy Rock requested a status update of cleaning and kitchen supplies for the School Year, and number of students that attended/completed the summer session. Board member Qaiyaan Harcharek requested the following: agenda's to be created by the Board President and/or Clerk with input from administration for inclusion of items for all meetings; notice of meeting and its materials to be available longer than the 24 hour requirement; report of Kaktovik School

Donation fund and how the funds were utilized; and to include the contract amount in the document under the proposed motion. Board member Mary Jo Olemaun requested an update of when School will be in session for students and how. This was answered with all schools in Utqiagvik will begin on High Risk requiring distance delivery, and majority of the village schools placed on Medium Risk depending on cases allowing for half of the student population intermediately. Board member Qaiyaan Harcharek requested an update of internet service provider opportunities. Director of Information Technology Everett Haimes presented the opportunity to pilot a local access option with ASTAC that will tie directly into the firewall contract that is being drafted to provide secure local access into our service for families eligible for the free and reduced lunch. ASTAC is offering a free connection to the School District Network which is in the process of allowing families to request a fiber modem to be installed in their home, free of charge. Additionally, those with ASTAC connections will be providing a connection into their fiber modem as an access point to have direct access into the School District network. In order to provide this service, there will need to be a strict access control policy for the Firewall as the District is not allowed to provide direct internet access to our subscribers to those at home unless it is very specifically educational related. This Firewall will provide the District this ability to filter and control the very specifically level of access for those at home utilizing this option. Additionally, there is the Mesh Network for the villages and is currently waiting on securing the funding. The total cost of this project is between \$2.8 million and \$3 million to deploy the necessary hardware, to provide Ubiquiti Wireless across the entire North Slope. Board member Robyn Burke agreed with Board member Harcharek on providing documentation well before the 24 hour deadline and the creation of agendas led by the Board President and Board Clerk. Additionally, providing contracts over \$10,000 well before they are necessary for approval; including a COVID-19 report on every agenda for a status update; and potentially allowing for students to attend class virtually with the teacher.

**PUBLIC COMMENTS ON NON-AGENDA ITEM(S):** No comments were heard at this time.

**DATE & TIME OF NEXT MEETING:** Thursday, September 3, 2020 Regular Meeting in Utqiagvik, AK on ZOOM Video Communications.

**ADJOURNED AT 6:09 P.M.** Madeline Hickman MOVED to adjourn. Nora Jane Burns SECONDED the motion. Question called. The motion carried UNANIMOUSLY.

Respectfully submitted for the October 1, 2020 Regular Meeting:

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Chelsie Overby, Board Secretary

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Muriel Brower, Board President

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Robyn Burke, Board Clerk

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Date