



**North Slope Borough School District Board of Education  
Library, Eben Hopson Middle School  
Utqiagvik, AK**

**Unapproved Minutes  
Regular Meeting  
April 23, 2025  
9:00 a.m.**

**EXECUTIVE SESSION** in the Work Session, held April 22, 2025, at 10:00 a.m. – 11:40 a.m. in the Archie K. Brower Conference Room in NSBSD Central Office.

Kristine Hilderbrand MOVED to go into EXECUTIVE SESSION for the purpose of Attorney/Client communications on legal matters and Board relations at 10:00 a.m. Esther Evikana SECONDED the motion. Question called, no objections. The motion carried UNANIMOUSLY.

Frieda Nageak MOVED to go out of EXECUTIVE SESSION at 11:40 a.m.. Frieda Moore SECONDED the motion. Question called, no objections. The motion carried UNANIMOUSLY.

**CALL TO ORDER & MOMENT OF SILENCE:** John Hopson Jr, Board President, called the Board of Education Regular Meeting to order at 9:16 a.m. in the Eben Hopson Middle School library and over ZOOM Video Communications in Utqiagvik, Alaska.

**WORDS OF WISDOM:** Ethel Burke provided words of wisdom to the Board of Education.

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

**ROLL CALL:**

Nora Jane Burns – Present via ZOOM	Frieda Moore – Present
Nancy Rock – Excused	Frieda Nageak – Present
Esther Evikana – Present	John Hopson Jr. – Present via ZOOM
Kristine Hilderbrand – Present	Qilaavsuk Vadiveloo, Student Representative - Excused

**APPROVAL OF AGENDA:** Frieda Nageak MOVED to APPROVE the Agenda. Esther Evikana SECONDED the motion. Question called, no objections. The motion carried UNANIMOUSLY.

**APPROVAL OF CONSENT AGENDA** includes: Fiscal Year 2025-2026 Executive Contract Issuance Approval; Contract Under \$50K, Next Step Therapy; Contract Under \$50K, Remote OT; Contract Under \$50K, Arctic OT Services; Contract Under \$50K, Dr. Pausauraq Jana Harcharek; Contract Under \$50K, Partnow Consulting; Contract Under \$50K, Housing Leases; Resignations; Fiscal Year 2024-2025 New Hire Certificated Contract Issuance; and Fiscal Year 2025-2026 New Hire Certificated Contract Issuance.

Esther Evikana MOVED to APPROVE the Consent Agenda as presented. Kristine Hilderbrand SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

Board discussion regarded recognizing individuals resigning for their years of service with the North Slope Borough School District.

**RECOGNITION OF VISITORS:** District staff, retiring staff, and community members were recognized as present.

**SPECIAL RECOGNITION** is presented by Superintendent David Vadiveloo for retiring staff and the Spirit of Youth Award.

**HIGHLIGHTED SCHOOL REPORT, EBEN HOPSON MIDDLE SCHOOL** is presented by Principal Regina Bellereide. The report provided: special recognition of students, staff, and volunteers; enrollment and attendance; highlights of the school activities in March and April; upcoming events and the monthly newsletter.

**HIGHLIGHTED SCHOOL REPORT, KIITA LEARNING COMMUNITY** is presented by Principal Shirley Hautala. The report provided: special recognition of students and staff; enrollment and attendance; staffing; highlights of student opportunities; and alignment of activities with the Strategic Plan.

Board discussion regarded the school's positive school climate, activities, and upcoming graduation information.

**PUBLIC COMMENTS:** A community member requested an executive session. Concerns were not provided to the District to resolve prior to the request and was referred to the Superintendent to address. Community member Heidi Ahsoak addressed the closure of the U.S. Department of Education and special education services federal funding and how this may affect student services for the North Slope Borough School District.

**MONTHLY FINANCIAL REPORT** is presented by Megan Williams, Director of Finance. The report reflects the financial activity of the North Slope Borough School District for the month ending February 28, 2025. Revenues received as of February 2025 are approximately 83% of the budgeted projection. The State of Alaska Foundation revenue will be coming in at a lower amount per month, \$836,739 instead of \$1,532,690, for April through June. This happens every spring to adjust foundation funding based on the student count submitted in October. This reduction in state foundation funding is reflected in the budget revision. Approximately 61% of the general fund budget has been expended, while 67% of the Fiscal Year has elapsed (July-February). Initial transfers from general funds to food service, housing, student transportation, and community schools have been made based on the approved budget. Additional funds will need to be transferred to cover the cost of the staff housing furniture bid and additional housing at villages, and these amounts are included in the budget revision. Cash in the general checking account as of February 28th, 2025, is \$56,341,642.

**ADMINISTRATIVE REPORT** is presented by Superintendent David Vadiveloo. This report is a collective summary of activity of all departments from the month of March to April. The Highlighted Department report for Maintenance & Operations was provided by Jill Crooks, Coordinator.

Board discussion regarded Capital Improvement Projects and special recognition for the City of Atkasuk providing funding toward the playground and Native Village of Nuiqsut for the purchase of the boilers.

Kristine Hilderbrand MOVED to AMEND the agenda by moving the First Reading of Policies and Contracts \$50K and Over before the Budget Revision. Esther Evikana SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**ENROLLMENT & ATTENDANCE** is presented by Caitlin Santos, Director of Curriculum & Instruction. The report provided enrollment and attendance by site in comparison to the previous school year's student count and percentage of increase or decrease from the previous month. This includes a chart year over year of enrollment summary beginning 2020 and year over year attendance throughout a school year.

**CONTRACT \$50K AND OVER, CATHY NOLAND** is presented by Tenna Pili, Director of Iñupiaq Education. The Iñupiaq Education Department is continuing its collaboration with Cathy Tagnak Rexford to advance the culturally rich K–3 Early Reader Series. For FY26, this work includes reviewing, establishing timelines, and prioritizing goals for the creation and revision of manuscripts. Key deliverables include editing, revising, grade-leveling, and finalizing six Kindergarten-level fiction manuscripts and 18 fiction manuscripts for Grades 1 and 2 for publication. Ms. Rexford will also advise on the final publication steps for nine Iñupiatun and Taniktun Grade 3 fiction manuscripts and support the finalization of nonfiction manuscripts layout, design, and publication. In addition, she will provide project management support on an as-needed basis—coordinating with the NSBSD Iñupiaq Education Department and external contractors, including editors, designers, illustrators, translators, and curriculum specialists, to ensure timely progress. These project management tasks may comprise up to 20% of the total contract, not to exceed 52 days. This project is critical in bolstering early literacy by providing students with literature that reflects their own cultures, heritage, and identities. Such resources are instrumental in enhancing academic achievement and fostering a lifelong love of reading. The total cost of this contract will not exceed \$122,512.00. The Early Reader Series is part of a larger effort by the NSBSD to integrate culturally relevant materials into the curriculum and supporting our district-wide literacy initiatives and strategies. In collaboration with Ms. Rexford, the series will offer fiction and non-fiction books that align with best practices in early literacy. Each grade level will receive a set of fiction books paired with corresponding non-fiction texts. The development process will involve multiple steps, including writing, editing, aligning with educational standards, and preparing the manuscripts for publication. This project is large and will include several different phases of the project which will later include Iñupiaq translations, to provide access to our Iñupiaq Immersion program, illustrations/photo, design/layout, and print and publication. The length of the contract would be July 1, 2025 through June 30, 2026. This contract would come out of the Iñupiaq Education Department Professional & Technical budget Account Code: 100.200.120.000.410, in the amount of and not to exceed \$122,512.00. For compliance, this contract is exempt from the requirements in BP 3311 as listed under C. Educational Professional Services and A. Instructional materials.

Frieda Nageak MOVED that the NSBSD Board of Education APPROVE the above \$50,000.00 and greater proposal and related contract with Cathy (Rexford) Noland in the amount of \$122,512.00 as described in this memo and related attachments. Frieda Moore SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
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Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, RACHEL NANJINAAQ EDWARDSON, FY25** is presented by Tenna Pili, Director of Iñupiaq Education. Superintendent David Vadiveloo excused himself from the meeting for this agenda item. The Board approved the Iñupiaq Education Department to negotiate contracting Rachel Nanjinaaq Edwardson, an immediate family member of Superintendent David Vadiveloo, to support strategic departmental planning, curriculum development, and community-engaged program implementation. Her work focuses on long-term workflow mapping and sustainability planning, reviewing and advising on Iñupiaq language and immersion curriculum, facilitating professional development for staff and leadership, and advancing Iñupiaq-based wellbeing and social emotional learning frameworks. The Iñupiaq Education Department is requesting an addendum to the FY25 contract to add 20 additional days for a total of \$13,500, for a total of 70 contracted days not to exceed a contract total of \$60,750.00. This would allow the District to continue the extensive work and support to plan and prepare for initiatives in SY25-26. Rachel Nanjinaaq Edwardson will continue to provide high-level strategic support to the Iñupiaq Education Department (IED), focusing on mapping and facilitating the development of 1–3, 3–5, and 5–10 year planning cycles with clear tasks and sustainable work structures. She will support department-specific strategic planning, curriculum review, and development across Iñupiaq Immersion and language programs, while also serving as a community liaison for Immersion implementation and supporting planning and advisory structures. Rachel will co-design and co-facilitate weekly department and parent meetings, guide and support the ongoing professional development of IED staff and its extension to district leadership and advise on implementing NSBSD’s adopted pedagogy and materials. Her work will also include further articulation of Iñupiaq-based wellbeing and social emotional learning frameworks with the Instructional Team, as well as additional support as identified by the IED Director throughout the contract period. The length of the contract addendum would be June 30, 2025. This contract would come out of the Iñupiaq Education Department Professional & Technical budget Account Code: 100.200.120.000.410, in the amount of and not to exceed \$60,750.00. For compliance with BP 3311, this contract is exempt from the requirements in BP 3311 as listed under B. Curriculum, instruction, and staff development experts selected for her unique expertise.

Board discussion regarded contract details.

Esther Evikana MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract addendum with Rachel Nanjinaaq Edwardson in the amount of \$60,750 as described in this memo and related attachments. Frieda Nageak SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavusuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, RACHEL NANJINAAQ EDWARDSON, FY26** is presented by Tenna Pili, Director of Iñupiaq Education. Superintendent David Vadiveloo excused himself from the meeting for this agenda item. The Board approved the Iñupiaq Education Department to negotiate contracting Rachel Nanjinaaq Edwardson, an immediate family member of Superintendent David Vadiveloo, to support strategic departmental planning, curriculum development, and community-engaged program implementation. Her work focuses on long-term workflow mapping and sustainability planning,

reviewing and advising on Iñupiaq language and immersion curriculum, facilitating professional development for staff and leadership, and advancing Iñupiaq-based wellbeing and social emotional learning frameworks. Rachel Naḡinaaq Edwardson will continue to provide high-level strategic support to the Iñupiaq Education Department (IED), focusing on mapping and facilitating the development of 1–3, 3–5, and 5–10-year planning cycles with clear tasks and sustainable work structures. She will support department-specific strategic planning, curriculum review, and development across Iñupiaq Immersion and language programs, while also serving as a community liaison for Immersion implementation and supporting planning and advisory structures. Rachel will co-design and co-facilitate weekly department and parent meetings, guide and support the ongoing professional development of IED staff and its extension to district leadership and advise on implementing NSBSD’s adopted pedagogy and materials. Her work will also include further articulation of Iñupiaq-based wellbeing and social emotional learning frameworks with the Instructional Team, as well as additional support as identified by the IED Director throughout the contract period. The length of the contract would be July 1, 2025, through June 30, 2026. This contract would come out of the Iñupiaq Education Department Professional & Technical budget Account Code: 100.200.120.000.410, in the amount of and not to exceed \$57,375.00. For compliance with BP 3311, this contract is exempt from the requirements in BP 3311 as listed under B. Curriculum, instruction, and staff development experts selected for her unique expertise.

Board discussion regarded contract details.

Esther Evikana MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract with Rachel Naḡinaaq Edwardson in the amount of \$57,375, as described in this memo and related attachments. Frieda Nageak SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, JON DAVIS** is presented by Tenna Pili, Director of Iñupiaq Education. The Iñupiaq Education Department has been working on developing a culturally significant K-3 Early Reader Series with Iñupiaq author Cathy Tagnak Rexford (Noland). This initiative will create a set of 90 manuscripts tailored to the unique cultural context of the North Slope Borough. The duties under this contract will include the continuation of work in the creation, revision, and finalization of 18 kindergarten-level manuscripts, 45 manuscripts for grades 1 and 2, and the final grade-leveling and advising on 27 manuscripts for grade 3. This project is critical in bolstering early literacy by providing students with literature that reflects their own cultures, heritage, and identities. Such resources are instrumental in enhancing academic achievement and fostering a lifelong love of reading. Grade level manuscripts are ready for final editing from Jon Davis. Within this contract, he will focus on completing to final draft of Grade 1 (6 fictional texts and 12 non-fictional texts) and Grade 2 (9 fictional texts and 18 non-fictional texts). The Early Reader Series is part of a larger effort by the NSBSD to integrate culturally relevant materials into the curriculum and supporting our district-wide literacy initiatives and strategies. The series will offer fiction and non-fiction books that align with best practices in early literacy. Each grade level will receive a set of fiction books, available Taniktun and Iñupiatun, as well as corresponding non-fiction texts. The development process will involve multiple steps, including writing, editing, aligning with educational standards, and preparing the manuscripts for publication. This contract will support the necessary steps for final editing of the manuscripts to move them forward in the project. This project is large and will include several different phases of the project which will later include Iñupiaq translations,

to provide access to our Iñupiaq Immersion program, illustrations/photo, design/layout, and print and publication. The length of the contract would be July 1, 2025 – June 30, 2026. Iñupiaq Education Department Professional & Technical Budget Account Code: 100.200.120.000.410 in the amount of not to exceed \$60,000.00. For compliance, this contract is exempt from the requirements in BP 3311 as listed under C. Educational Professional Services and A. Instructional materials.

Frieda Nageak MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract with Jon Davis in the amount of \$60,000, as described in this memo and related attachments. Frieda Moore SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, CORE LEARNING** is presented by Caitlin Santos, Director of Curriculum & Instruction. The District has engaged with CORE Learning to provide targeted support to schools based on need. Next school year, the District will provide additional support on a more consistent basis for Nunamiut, Tikigaaq, and Harold Kaveolook Schools. CORE Learning has a long-standing history with the NSBSD. The District has utilized their services over the past 15 years for both the quality of their consultants, and long standing work in rural Alaskan Schools. To provide targeted intervention, based on student needs, CORE Learning consultants will visit three sites to work with students, teachers, and building leadership. The purpose of their visit is to work with teaching staff on high impact teaching strategies, and improving their intervention skills. In terms of intervention, to identify the learning needs for students and how to meet those needs with specific district structure and resources. The CORE consultants will look at the structure within each school, including staffing and timing of instruction to help maximize opportunities for student learning to finish out the current year, and start next year prepared. This will also include data analysis of student learning needs. The final purpose is to meet with building leadership to go over specific learning look-fors; instructional strategies that the staff should be using to maximize instruction. The contractors will engage with C&I staff before, during, and after their visits, as well as providing written trip reports which will be utilized in planning for the coming school year. This work, done throughout the next school year, will provide a critical consistency independent of C&I staffing, and support the increased focus on intervention services at all sites. In addition, by utilizing contractors who have a long-standing relationship with the district, as well as solid experience in rural schools, the consultants act as force multipliers; increase the reach of the Curriculum & Instruction department in providing targeted support. In looking for a service provider, Education Northwest, was contacted. In evaluating both proposals, CORE was able to provide more on-site days for cost. The contract runs for the duration of the 25-26 School Year. This will be paid from Account Code: 100.200.350.000.410 in the amount of \$193,500.00. Per Exemption C, of BP 3311, this contract is exempt from the bidding process, however, as mentioned above multiple vendors were contacted to provide support.

Esther Evikana MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract for CORE Learning, in the amount of \$193,500.00 as described in this memo and related attachments. Frieda Nageak SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
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Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, AMPLIFY EDUCATION, INC.** is presented by Caitlin Santos, Director of Curriculum & Instruction. NSBSD has a long history of providing summer school. Staff are asked to voluntarily extend their teaching year, and paid at their daily rate to provide summer school programming. As staff are volunteering, the staff running summer school may not be specifically trained in foundational literacy intervention. To meet the requirements of the AK Reads Act, the District is contracting with Amplify to provide high impact direct instruction to students most in need. Highly trained Amplify staff will work with groups of 4 students and deliver instruction in 30-minute segments utilizing iPads. Students will be monitored by school staff on site. Per the Alaska Reads Act, students in Grades K-3 who are performing Well-Below on the Middle of the Year, and/or the End of the Year mClass Benchmark, must be given the opportunity for summer instruction. The District received a grant from the State of Alaska Department of Education Reading Program and will be using that to purchase high impact online tutoring for students using Amplify. Board discussion regarded timeline of services and availability in all sites. The contract runs for the duration SY24-25 Summer School. This will be paid from Account code: 253.200.350.000.440. In the Amount of \$50,000. This contract is funded through an Alaska DEED Department Reading Program Allocation. Funding was allocated through strict coordination with the Business Office. Per Exemption K, of BP 3311, this contract is exempt from the bidding process, as this is considered “sole source.” Sole Source letter will be placed on file in the Business Office.

Kristine Hilderbrand MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract for Amplify, in the amount of \$50,000.00 as described in this memo and related attachments. Esther Evikana SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, DJZ, LLC** is presented by Michael Hautala, Director of Student Services. Based on State and federal law, NSBSD is required to have speech-language pathologists available to screen, evaluate, provide services, and consult with school staff to support students with speech-language needs. Individual and/or small group speech services may be provided in person or remotely based on the Individualized Education Plan. To determine if a speech disability exists, the speech pathologist has input in the following meetings: pre-assessment meetings to explain assessments being used, Infant Learning Program 90-day transition meetings, initial evaluations, re-evaluations, and IEP meetings. NSBSD staff as required by the Individuals with Disabilities Act (IDEA) and Board Policy 6164.4. to identify students within the District that require special education and related services. Mr. Zanoft is an Alaska-licensed speech pathologist who implements speech evaluations and services. Mr. Zanoft provides speech and language services to Ipalook Elementary School. As part of the speech/language program, Mr. Zanoft provided assistive technology support, screening support, and supports two on-site paraprofessionals to implement, and collect data on, speech IEP goals. In collaboration with the Student Services Office, Mr. Zanoft schedules and supports the Utqiagvik spring and fall Extended School Year (ESY) program(s). Mr. Zanoft has successfully fulfilled his MOA requirements and families are pleased with the services he provides. Based on Mr. Zanoft’s arctic experience, this rate is within the acceptable range of rates paid across the state of Alaska. In support of

the approval of a sole-source MOA, this contractor will require no training and no adjustment period to provide speech/language services to our students. The continuation of Mr. Zanoft as a contractor will provide continuity of services, familiarity for students and parents, continuity of practice, pro-active planning, continued implementation of remote speech/language services, and ongoing compliance with NSBSD special education processes. For compliance with BP 3311, the continuation of Mr. Zanoft's contract meets exemption E. specialized services where the District has established a need for standardization of services of 2 CFR 200.320. NSBSD will fund this MOA through general fund and the VI-B Special Education Grant. The Contractor will be paid \$729 (increase of .02%) for up to 182 days (\$132,678.00) of professional services (Up to 160 days based on the Board-approved district calendar for FY26 school year up to 11 days spring ESY and 11 days fall ESY in Utqiagvik. Mr. Zanoft will be reimbursed for up to 3 tickets from Bozeman, MT to Utqiagvik, Alaska. Travel expenses are not to exceed \$4,000.00. Total MOA not to exceed \$136,678.00. There are no NSBSD benefits associated with this MOA. This MOA is funded through the Title VI-B Special Education grant (285.200.220.000.410) and the NSBSD general fund (100.200.220.000.410).

Kristine Hilderbrand MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract for Donald Zanoft, DJC, LLC., in the amount of \$136,678.00 as described in this memo and related attachments. Nora Jane Burns SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, PANGEA SPEECH THERAPY** is presented by Michael Hautala, Director of Student Services. Based on State and federal law, NSBSD is required to have speech-language pathologists available to screen, evaluate, provide services, and consult with school staff to support students with speech-language needs. Individual and/or small group speech services may be provided in person or remotely based on the Individualized Education Plan. To determine if a speech disability exists, the speech pathologist has input in the following meetings: pre-assessment meetings to explain assessments being used, Infant Learning Program 90-day transition meetings, initial evaluations, re-evaluations, and IEP meetings. NSBSD staff are required by the Individuals with Disabilities Act (IDEA) and Board Policy 6164.4. to identify students within the District that require special education and related services. Ms. Hunnemeder is an Alaska-licensed speech pathologist who implements speech evaluations and services. She has been an independent contractor for the Craig City School District and Nome Public Schools and is familiar with school-based speech services. Ms. Hunnemeder has experience with the Embrace Special Education database and will service Barrow High School, Hopson Middle School, Kiita Learning Community, Kali School, Alak School, Meade River School, and Qargi Academy. Ms. Hennemeder has experience providing remote speech services and training to special education staff. Her experience includes attending pre-evaluation meetings and explaining assessments to parents, attending Infant Learning Program 90-day transition meetings to determine school-based assessments, conducting initial and re-evaluation, writing IEP goals, and attending IEP meetings. Ms. Hunnemeder has Alaska bush experience through her experiences working in Craig City School and Nome Public Schools. Based on Ms. Hunnemeder's experience, this rate is within the acceptable range of rates paid across the state of Alaska. In support of the approval of a sole-source MOA, this contractor will require limited training and a minimal adjustment period to provide speech/language services and training to our staff. For compliance with BP 3311, the contracting of Ms. Hunnemeder meets exemption E. specialized services where the



District has established a need for standardization of services; K. proprietary services that are only available from a single source; and, J. contracts to comply with legal requirements in a timely manner. NSBSD will fund this MOA through the general fund and the VI-B Special Education Grant. The Contractor will be paid \$688 /day for up to one hundred and twenty days (\$82,560.00) for professional services (With the addition of BHS and HMS the number of days have increased by forty three days. Ms. Hunnemeder's travel will be reimbursed for up to two trips from Honolulu, Hawaii to Utqiagvik, Point Lay, Wainwright, and Atkasuk. Travel expenses are not to exceed \$6,000.00. Total MOA not to exceed \$88,560.00. There are no NSBSD benefits associated with this MOA. Ms. Hunnemeder is currently in talks to establish an MOA with Nome Public Schools. If that MOA is in place, travel expenses from Honolulu, Hawaii to Anchorage will be funded at 50% per school district. This MOA is funded through the Title VI-B Special Education grant (285.200.220.000.410) and the NSBSD general fund (100.200.220.000.410).

Board discussion regarded support at site for remote services.

Frieda Nageak MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract for Pangea Speech Therapy, LLC., in the amount of \$88,560.00 as described in this memo and related attachments. Esther Evikana SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, NORTHWEST POLAR KIDS** is presented by Michael Hautala, Director of Student Services. Based on State and federal law, NSBSD is required to have speech-language pathologists available to screen, evaluate, provide services, and consult with school staff to support students with speech-language needs. Individual and/or small group speech services may be provided in person or remotely based on the Individualized Education Plan. To determine if a speech disability exists, the speech pathologist has input in the following meetings: pre-assessment meetings to explain assessments being used, Infant Learning Program 90-day transition meetings, initial evaluations, re-evaluations, and IEP meetings. NSBSD staff are required by the Individuals with Disabilities Act (IDEA) and Board Policy 6164.4. to identify students within the District that require special education and related services. Northwest Polar Kids (Sara Ecker) has provided speech/language services and professional development to NSBSD staff and students since 2016. Previously, Ms. Ecker worked for Northwest Arctic School District as a contractor providing speech services in the areas of: initial speech evaluations, re-evaluations, and file reviews to determine initial or on-going speech/language needs. Ms. Ecker has provided on-site and/or remote services to support parents, students, and staff with individualized program development (IEP), materials development, and assistive technology needs. Ms. Ecker has provided remote speech services as required by student IEP's to Nuiqsut Trapper, Harold Kaveolook School, Nunamiut School, and Tikiq School. Ms. Ecker has successfully fulfilled her MOA requirements since 2016 resulting in NSBSD and families being pleased with the services provided. Based on Ms. Ecker's Arctic experience, this rate is within the acceptable range of rates paid across the state of Alaska. In support of the approval of a sole-source MOA, this contractor will require no training and no adjustment period to provide speech/language services to students. The continuation of Ms. Ecker as a contractor will provide continuity of services, familiarity for students and parents, continuity of practice, pro-active planning, continued implementation of remote speech/language services, and on-going compliance with NSBSD special education processes. For compliance with BP 3311, the continuation of Ms. Ecker's contract meets

exemption E. specialized services where the District has established a need for standardization of services of 2 CFR 200.320. NSBSD will fund this MOA through general fund and the VI-B Special Education Grant. The Contractor will be paid \$729 (increase of .02%) for up to 175 days (127,575.00) of professional services. Travel expenses are not to exceed \$10,000.00 for up to 2 trips from Portland, Oregon to Nuiqsut Trapper School, Nunamiut School, Harold Kaveolook School, and Tikigaq School. Total MOA not to exceed \$135,575.00. There are no NSBSD benefits associated with this MOA. This MOA is funded through the Title VI-B Special Education grant (285. 200.220.000.410) and the NSBSD general fund (100.200.220.000.410).

Frieda Nageak MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract for Sara Ecker, Northwest Polar Kids, in the amount of \$137,575.00 as described in this memo and related attachments. Kristine Hilderbrand SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**CONTRACT \$50K AND OVER, STEVENSON ENTERPRISES** is presented by Michael Hautala, Director of Student Services. Based on State and federal law, NSBSD is required to have a school psychologist to determine the educational needs of students with disabilities. School psychologists are needed to implement and interpret the results of educational assessments. The assessments determine educational (reading, writing, math) needs, adaptive (skills required for a person to meet their basic needs for self-care, decision-making, communicating, and learning), and social-emotional needs of students. The school psychologist provides assessment for initial evaluations and 3-year evaluations to determine continued special education needs. Paul Stevenson, Stevenson Enterprises, has worked with NSBSD for 5 years. He provides assessment for students that determine eligibility for special education. These initial and three-year reevaluations use a variety of instruments to determine academic, cognitive, behavioral, and social emotional needs which provide the specific education needs found in each student's Individual Learning Program (IEP). Mr. Stevenson provides services to all NSBSD sites and Qargi Academy Mr. Stevenson has successfully fulfilled his MOA requirements and families are pleased with the services he provides. Based on Mr. Stevenson's arctic experience and willingness to travel, this rate is within the acceptable range of rates paid across the state of Alaska. In support of the approval of a sole-source MOA, this contractor will require no training and no adjustment period to provide and schedule pre-evaluation meetings and follow-up assessments. The continuation of Mr. Stevenson will provide continuity of services, familiarity for students and parents, pro-active planning, and immediate implementation of evaluation needs. For compliance with BP 3311, the continuation of Mr. Stevenson's contract meets exemption E. specialized services where the District has established a need for standardization of services of 2 CFR 200.320.

Board discussion regarded: licensure to provide evaluations and assessment of evaluations; and purpose of the contract with the understanding that this is to provide an assessment of students for additional services, not providing psychological services.

Kristine Hilderbrand MOVED that the NSBSD Board of Education APPROVE the above \$50,000 and greater proposal and related contract for Paul Stevenson, Stevenson Enterprises, in the amount of \$144,800.00 as described in this memo and related attachments. Frieda Nageak SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**RATIFICATION OF 2025-2028 NSEAA NEGOTIATED AGREEMENT** is presented by Superintendent David Vadiveloo. The North Slope Educational Administrators' Association (NSEAA) has ratified the Tentative Agreement arrived at during negotiations between the NSEAA and NSBSD between September 2024 and April 2025. The NSEAA has provided a signed ratification of the final bargained agreement to be approved. That signed agreement has been presented to a meeting of the NSBSD Board Negotiation Committee. The Superintendent and Negotiating Team Spokesperson recommend that the Tentative Agreement presented be ratified. On November 12th, 2024, the North Slope Educational Administrators' Association (NSEAA), representing Principals requested to initiate negotiations with the NSBSD for a successor agreement to their current Collective Bargaining Agreement (CBA). The current agreement expires on 6/30/2025. The Negotiating Team included the President of the Board and the Finance Director. Following several rounds of amicable and strength-based meetings between the parties, a final tentative agreement was reached on 4/5/2025. At a subsequent meeting of the NSEAA membership, the NSEAA membership voted to ratify the agreement.

Board discussion regarded the positive engagement and strength-based negotiations between District Administration and the North Slope Educational Administrators' Association.

Kristine Hilderbrand MOVED that the North Slope Borough School District RATIFY the tentatively agreed to negotiated agreement between the North Slope Borough School District and the North Slope Educational Administrators' Association, July 1, 2025 – June 30, 2028. Frieda Nageak SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**FISCAL YEAR 2024-2025 BUDGET REVISION** is presented by Megan Williams, Director of Finance. The following information is included in this proposed budget revision: Revenue budgets were revised to include the additional NSB contribution, an estimated increase in interest earned, and a decrease in funding from the State based on the October student count & revenue projections received from the State in April. Expenditure budgets were revised to balance year-to-date (YTD) expenditures and encumbrances for school-year positions. Transfers Out budgets were revised based on the district-wide housing furniture replacement, new housing in the villages, and an estimated increase in food service costs. With this revision, the combined expenditures and transfers total approximately \$3 million more than the Board adopted FY25 budget in May of 2024. The School District has Impact Aid funding from FY24 that will be used to cover this increased expenditure plan.

Board discussion regarded Impact Aid funding and anticipated expenditures.

Kristine Hilderbrand MOVED that the NSBSD Board of Education APPROVE the FY25 Budget Revision as presented Frieda Nageak SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**INSTRUCTIONAL MINUTES** is presented by Caitlin Santos, Director of Curriculum & Instruction. Instructional minutes vary by site and grade level throughout the district. At the winter board retreat, the NSBSD Board of Education directed the administration to provide a summary and proposed minimum to align instructional minutes more closely throughout the district. Factors such as staffing and bussing must be considered at each site individually, however, the present range, specifically in elementary school is up to 100 minutes per day between the longest and shortest school days. To meet the conditions of the District's literacy and math plans, instructional minutes need to be at least:

- Kinder - 3rd Grade Literacy: 120 minutes plus 30 minutes for intervention/extension
- Grades 4 and 5 Literacy: 90 minutes plus 30 minutes for intervention/ extension
- Kinder - 5th Math: 20 minutes for Number Corner (Calendar) and 60 minutes for core instruction

In addition, below are the suggested instructional minutes for Iñupiaq Language by grade level.

Suggested Iñupiaq Language Instructional Minutes			
Grade Band:	# of Minutes	Frequency:	Total Minutes per Week:
K3/K4	Required: 20 minutes Preferred: 30 minutes	5x / week	Required: 100 minutes Preferred: 150 minutes
Kindergarten	Required: 30 minutes Preferred: 45 minutes	5x / week 4x / week (Ipalook)	Required: 150 minutes 120 minutes (IPK) Preferred: 225 minutes 180 minutes (IPK)
Grades 1-5	Required: 45 minutes	5x / week 4x / week (Ipalook)	Required: 225 minutes 180 minutes (IPK)
Grades 6-8 <b>*Recommended class size no more than 18 students enrolled*</b>	1 full period per semester (as access allows)	Aligns with daily schedule	
Grades 9-12 <b>*Recommended class size no more than 18 students enrolled*</b>	1 full period per semester (as access allows) equaling 2 full credits total	Aligns with daily schedule	

Below, are the State minimums, present schedule, and proposed instructional minutes by grade band. This is exclusive of breaks, lunch, and recess. It is inclusive of intervention time, and PE/ specials. This is for Regular Instruction days, and not the Wednesday minimum day which allows teachers to participate in Professional Learning Communities, School Improvement teams, and attend professional development sessions throughout the school year. Included is the proposed unified bell schedule for secondary allowing for Dual Credit courses to be offered across the slope, distance classes to be offered as staffing and student need requires, and including a designated time for advisement, TSP work, and intervention/extension. Per AS 14.03.040, the day in session in every school shall be at least four hours long (240 minutes), exclusive of intermissions, for the first, second, and third grades and five hours (300

minutes), exclusive of intermissions, for grades four through 12. The State of Alaska Instructional Minutes minimum for the regular school day in all schools would be: Pre-K, 120; K-5th, 240; and, 6th-12th, 300. In supporting student instruction, including maximizing instructional time in alignment with the Teacher's CBA, only performing the minimum is not in the best interest of our students and their learning.

CURRENT INSTRUCTIONAL MINUTES REGULAR SCHOOL DAY												
	K3	K4	K	1ST	2ND	3RD	4TH	5TH	6TH	7TH	8TH	9-12
AIN	150	180	330	360							345	
AKP	165		300		315		330	345				
ATQ	180		315		330		345	360		345		
KAK	195	330		360					345			
NUI	180		360							343		
PHO	150	180	330			360				336		
PIZ	180		330				385			367		
IPK	140	150*	405									
HMS									360			
BHS												365
KLC												370**

\*IPK K4 IMMERSION: 405

\*\*KLC FRIDAY SCHEDULE: 390

**Proposed Unified Bell Schedule for High School:**

<b>CLASS PERIOD</b>	<b>M, T, TH, F</b>	<b>W</b>
<b>1<sup>ST</sup></b>	<b>9:00 - 9:53</b>	<b>9:00 - 9:53</b>
<b>2<sup>ND</sup></b>	<b>9:56 - 10:49</b>	<b>9:56 - 10:49</b>
<b>3<sup>RD</sup></b>	<b>10:52 - 11:45</b>	<b>10:52 - 11:45</b>
	<b>LUNCH: 11:45 - 12:15</b>	<b>LUNCH: 11:45 - 12:15</b>
<b>4<sup>TH</sup></b>	<b>12:18 - 1:11</b>	<b>12:18 - 1:11</b>
<b>5<sup>TH</sup></b>	<b>1:14 - 2:07</b>	<b>1:14 - 2:07</b>
<b>6<sup>TH</sup> (Distance Offering)</b>	<b>2:10 - 3:03</b>	<b>2:10 - 3:03</b>
<b>SKINNY PERIOD</b>	<b>3:06 - 3:55</b>	
<b>INSTRUCTIONAL MINUTES</b>	<b>367 MINUTES</b>	<b>318 MINUTES</b>

The proposed instructional minutes minimum for the regular school day in all schools would be: Pre-K, 180; K-5<sup>th</sup>, 360; and, 6<sup>th</sup>-12<sup>th</sup>, 365.

Board discussion regarded distance delivered classes and status of minutes by site.

Kristine Hilderbrand MOVED that the NSBSD Board of Education APPROVE the regular school day instructional minutes guidance as described in this memo and related attachments. Frieda Nageak SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**FISCAL YEAR 2025-2026 SCHOOL CALENDARS** is presented by Tracy Mulvenon, Assistant Superintendent. In response to the Board’s request during the March informational session, Administration has worked closely with School Advisory Councils (SACs) to gather additional community feedback on proposed school calendars for School Year 2025–26. The district re-engaged three SACs, specifically from sites that did not incorporate the recommended 1-week vacation in March 2026 that demonstrated the attendance drop, and requested that the calendar options be re-shared with their communities for further input. These SACs agreed, and the district facilitated the process to collect the additional feedback. As a result of this work, the Administration now presents the SY26 recommended calendars to the Board, incorporating this extended community engagement feedback.

School	1st Day for Teachers	1st Day for Students	Winter Break for Students	Spring Break for Students	Graduation Date	Last Day for Students	Last Day for Teachers
<b>Aḷak</b>	8/7	8/14	12/22 – 1/2	3/16 – 3/20	5/8	5/14	5/15
<b>Kali</b>			12/17 – 1/5	3/13	5/12	5/14	5/15
<b>Kaveolook</b>			12/17 - 1/5	3/11 - 3/17	5/8	5/20	5/21
<b>Meade River</b>			12/22 – 1/5	3/9 - 3/13	5/8	5/15	5/16
<b>Nunamiut</b>			12/18 – 1/6	3/11 - 3/17	5/15	5/20	5/21
<b>Tikiḡaq</b>			12/22 – 1/6	3/16 – 3/20	5/15	5/22	5/23
<b>Trapper</b>			12/19 – 1/6	3/16 – 3/20	5/21	5/21	5/21
<b>Utqiagvik</b>			12/15 – 1/5	3/16 – 3/20	<b>BHS: 5/9</b> <b>KLC: 5/7</b> <b>HMS: 5/12</b>	5/21	5/22

School	Q1	Q2	S1	Q3	Q4	S2	Student Days Total
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<b>Aḷak</b>	39	46	85	44	44	88	173
<b>Barrow High</b>	40	41	81	43	49	92	
<b>Hopson</b>	40	41	81	48	44	92	
<b>Ipalook</b>	40	41	81	48	44	92	
<b>Kali</b>	44	39	83	42	48	90	
<b>Kaveolook</b>	44	39	83	43	47	90	
<b>Kiita</b>	40	41	81	48	44	92	
<b>Meade River</b>	44	41	85	43	45	88	
<b>Nunamiut</b>	44	39	83	42	48	90	
<b>Tikiġaq</b>	43	41	84	40	49	89	
<b>Trapper</b>	43	41	84	37	52	89	

Designing a school calendar that incorporates feedback from the community and prioritizes optimal learning time is essential for student success. By considering the unique needs of families, ensuring equitable access to educational opportunities, and minimizing learning loss, schools can create an environment that fosters continuous academic growth. Engaging stakeholders throughout this process ensures that the calendar is both practical and supportive of high-quality learning experiences for all students. Since November 4, Administration has continued discussion on potential changes to the FY26 calendar with the School Advisory Councils (SACs) in response to community feedback, staff feedback and current and historical attendance data. As a pilot year for a number of changes to the calendar were the following considerations: Reviewing attendance data from the FY23-24 school year, which clearly indicates that December and March have consistently low student attendance. This pattern is also seen in the current school year data. Research consistently shows that higher student attendance correlates with stronger academic growth and achievement. This resulted in a recommended one-week Spring break for all sites, staggered to align with the State basketball championship schedule. Alignment of District in-services, where possible, with NSB holidays by way of recognizing child care challenges in all villages. An additional out of contract day for K-5 and 6-12 to respond to teacher requests for content area PD, to meet compliance requirements, and to relieve pressure on Wednesday PLC finish times. Addition of 2 specialized in-service days for Counselors and SPED teachers in response to teacher requests. Introduction of a teacher-led culturally responsive instruction in-service day focusing on exemplar models of teaching district wide. K3, K4 and K may start one week after the first day of school and will end on the same day as the other grades at the site. Each school site calendar shall show the beginning and ending school dates, legal and local holidays, orientation and teacher in-service days, number of teaching days, vacation periods and other pertinent dates. Each school site calendar shall include 191 days, designated as follows: 182 student/teacher days, including up to 9 Inservice days; 5 holidays: Labor Day; Inuit Day; Thanksgiving - 2 days; Christmas Day; New Year's Day; 3 workdays and, Inservice days beyond two days must be approved by the Superintendent. The district continues to explore culturally relevant school calendar options that align with Iñupiaq traditions, seasons, and subsistence activities.

Board discussion regarded K3/K4 start date, survey results, and community feedback.

Kristine Hilderbrand MOVED that the NSBSD Board of Education APPROVE the calendars as presented in memo no. SB25-184. Nora Jane Burns SECONDED the motion. Question called. The motion carried in a roll call vote of five yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	-
Nancy Rock	-	John Hopson Jr	Yes

**FISCAL YEAR 2025-2026 BOARD CALENDAR** is presented by Chelsie Overby, Executive Assistant to the Superintendent. The Board shall adopt a yearly calendar specifying the date, time, and place of each regular meeting. Each month, the Board holds a work session at 9:00 am and a regular meeting at 1:00pm unless otherwise stated once posted and notified. The regular meetings are usually held the first Thursday after the North Slope Borough Assembly meeting held on the first Tuesday; however, there are occasionally scheduling conflicts. There are two calendar options presented for the Board in consideration of Board input regarding personalized District training from AASB for the Board. Option A provides for contracting AASB in conjunction with Attorney John Sedor to facilitate a personalized Board professional training opportunity (including Board orientation for any new members) for the full board and removing the two Boardsmanship academies in the Fall and Spring that are poorly attended. Option B provides for maintaining the two Boardsmanship academies where normally one to two Board members attend. Board discussion regarded adding a regular meeting in May, Professional development activities, and selection of calendar. 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. The calendar recommendations are August, this month consistently does not require many action items to go before the Board with school beginning August 14. Administration suggests the Board holds a community townhall rather than a regular meeting in a village for this month which is currently scheduled as Point Hope. September: With the Board's request for two village meetings in a School Year and following the village meeting schedule, Administration recommends the next village meeting to be in September for Anaktuvuk Pass. With elections held October 7, the North Slope Borough will certify the election results on October 14. The Board is required to re-organize 7 days after the certification. Administration is recommending a special meeting on October 20. Following this meeting, if the Board decides Option A for the personalized PD, the afternoon and potentially the following morning would include a facilitated training by AASB and Sedor. The work session would be in the afternoon on October 21 and regular meeting on October 22. There is an AASB Annual Conference November 13-16, including an NSBSD/NWABSD Rural Caucus, that the entire Board attends. Administration is recommending the work session and regular meeting be held in Anchorage prior to the conference on November 11-12. With both November and December being short and busy months due to holidays, conferences, and schools closing for winter break, Administration recommends holding the one meeting in November. If necessary, a special meeting can be held as needed. Student testing data becomes available in January to provide a report on District performance at the winter retreat, recommended for January 19-21. The work session and regular meeting would follow on January 22-23. With the legislative fly-in on February 7-10, Administration recommends the meeting to be held February 17-18. To allow for adequate preparation and scheduling of meetings with each SAC, Administration recommends holding the budget hearing March 16. The work session and regular meeting would follow on February 17-18. This is in anticipation of an expected North Slope Borough budget hearing in the beginning of April. Administration recommends a work session and regular meeting on April 14-15. If the Board decides Calendar Option B, there is an AASB Spring Boardsmanship Academy



on April 18-20. May: Administration recommends a Board retreat May 17-19 in Anchorage. There is an expected special meeting in May or June for the proposed budget. Date to be determined based on required preparation of materials.

Kristine Hilderbrand MOVED that the NSBSD Board of Education APPROVE the 2025-2026 Board Calendar of Events modified Option A, providing the spring Boardsmanship Academy for new Board Members and a May Regular meeting. Frieda Nageak SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**FIRST READING OF POLICIES BP 6146.1, HIGH SCHOOL GRADUATION REQUIREMENTS, AND BP 3580, DISTRICT RECORDS** is presented by Chelsie Overby, Executive Assistant to the Superintendent and read by Board members. Board Bylaw 9311, Board Policies:...Prior to adoption, policies shall normally be given two readings by the Board. At its second reading, the policy may be adopted by a majority vote of all members of the Board. Board Policy 6146.1, High School Graduation Requirements, incorporates a change to the electives required to graduate by designating two (2) of the seven (7) required credits on the Iñupiaq language or other World Language to become effective for the freshman class of 2025. This requirement would not apply to a student that transfers in the District after their second year of high school, however, encouraged to complete this as their schedule allows. Where it is not available due to staffing, a waiver is available, however, the student must meet the total requirement for electives. This policy change is directed by the Board's newly adopted mission and vision to graduate bilingual students by making the Iñupiaq Language compulsory. The incorporation and implementation of the Iñupiaq language requirement is similar to the process used when the Board incorporated North Slope Government and North Slope History. Board Policy 3580, District Records, was last revised in 2001 and is recommended to provide procedures for records retention regarding how long communications and files are preserved, when and how they are deleted, and under what circumstances they may be accessed or disclosed. This policy will: adopt the State of Alaska's Model Records Retention and Disposition Schedule that outlines best practices and retention timelines for different types of schools records; adopt the National Archives and Records Administration (NARA) Capstone Approach that outlines procedures for electronic records; and, define transitory records as a prohibited form of conducting official District business. New language is underlined and removed language is stricken through. These policies are read as:

## **HIGH SCHOOL GRADUATION REQUIREMENTS**

## **BP 6146.1**

Students shall receive diplomas of graduation from high school only after meeting the following graduation requirements:

Subject	Units of Credit
Language Arts	4
Social Studies .5 required to be in US Government;*	3

.5 required to be in Alaska Studies; .5 required to be in North Slope Government;* .5 required in North Slope History* (*Freshman class beginning Fall 2017)	
Mathematics (1 required to be in Algebra I <b>OR</b> Geometry) <b>Required for 2019 graduation:</b> One credit must be from Algebra I* <b>AND</b> One credit must be from Geometry* (*Freshman class beginning Fall 2015)	3
Science	3
Health	1
Physical Education	1
Electives <u>2.0 to be in Inupiaq Language or other World Language* courses when available at site.</u> <u>Inupiaq Language 1-1</u> <u>Inupiaq Language 1-2</u> <u>Inupiaq Language 2-1</u> <u>Inupiaq Language 2-2</u> (*Freshman class beginning Fall 2025)	7
Total Required:	22 credits

**Note:** The requirements for a .5 unit in North Slope Government and a .5 unit in North Slope History become effective for students graduating in 2021. The requirement for 2.0 credits in Inupiaq Language or other World Language become effective for students graduating in 2029.

The requirement for a .5 unit of Alaska Studies does not apply to a student who transfers into the District from another state after the student's second year of high school. Students who transfer into the District after their second year of high school are encouraged to complete the .5 unit of Alaska Studies as their schedule allows.

The requirement for 2.0 units in Inupiaq Language or other World Language does not apply to a student who transfers into the District after the student's second year of high school. Students who transfer in to the district after their second year are encouraged to complete the 2.0 units in Inupiaq Language as their schedule allows. Students at sites that do not offer Inupiaq Language or other World Language courses due to staffing may request a waiver for the specific unit of credit, but must meet the total credit requirements for electives.

~~Students must also meet the requirements for participating in a college and career readiness assessment unless they fall into a waiver category.~~ Students must complete at least six (6) semesters of high school attendance in order to qualify for graduation. Students who meet all the district and state graduation requirements but have completed less than eight (8) semesters of high school attendance must submit a letter of endorsement signed by the student's parent/guardian to the site administrator in order to qualify for graduation.

The site administrator and school counselor shall audit transcripts bi-annually to inform high school students and parents/guardians of current student status and progress toward attaining graduation credits by use of graduation plans, transcripts, report cards, student profiles, parent conferences and other means as appropriate.

Site administrators and counselors shall review student status at regular intervals to determine whether students are “at-risk” of not earning a high school diploma. A student who is “at risk” may be considered for enrollment at an NSBSD alternative high school.

### **Quarter Credits**

One-quarter (1/4) credit for the physical education requirement may be earned for each full season of participation in interscholastic sports. The student’s participation must include attendance for at least 90% of the season’s scheduled practices and games. The site administrator must verify student participation. The total credit earned shall not exceed 1.0 credit. This credit shall be awarded as a “pass” and shall not be included in the calculation of the student’s GPA. The “Verification of Interscholastic Sports Credit” form must be submitted to the Student Records Office during the school year of participation.

Quarter credits shall be given only for elective classes, for interscholastic sports participation as described above, and for transfer students, when approved by the Superintendent or designee.

### **Credit from Universities or Distance-Delivered Education Programs**

Students may earn district high school graduation credit(s) by taking courses from an accredited college or from a distance-delivered Education program.

Credit(s) earned through a postsecondary institution or a distance-delivered education program and applied towards graduation from a school within the North Slope Borough School District must meet or exceed requirements for graduation detailed in this policy and evaluation of student achievement (AR 5121) set by the District for earning credit. Students are responsible for providing the district with an official transcript reflecting their grades if students wish for the Outside Credit and course to be included on their transcript. In addition, students may be asked to provide a full course description, course syllabus, competencies, requirements, grading rubric, and number of contact hours to the approving administrator.

Pass/No Pass grades cannot be applied in the calculation of Grade Point Average (G.P.A.). Additionally, credits earned prior to high school and applied to the high school transcript may count for credit towards graduation but will not be included in the calculation of the Grade Point Average (GPA).

Students considering taking courses through a postsecondary institution or a distance-delivered education program should consult with their school counselor or administrator prior to registering for a course in order to complete a pre-approval form.

The site administrator and the Superintendent or his/her designee must grant approval for credit(s) earned from a postsecondary institution or distance-delivered education program outside of the North Slope Borough School District for the credit(s) earned to fulfill District requirements for graduation.

Payment by, or reimbursement from, the North Slope Borough School District for course credit costs may be possible when the class is initiated by the School District or agreed to by the Site Principal and the Superintendent or his/her designee. Any District authorization for payment of courses taken from an institution “outside” of the North Slope Borough School District must be in writing and have the signature of the Site Principal and the Superintendent or his/her designee.

### **Alternative Credit**

Students with senior (12th grade) status may earn district high school graduation credit in elective subjects for alternative coursework, with pre-approval of the site administrator. A maximum of two (2) alternative credits may be accumulated toward the total electives requirement for graduation.

(cf. 5123 - Promotion/Acceleration/Retention)  
(cf. 5127 - Graduation Ceremonies and Activities)  
(cf. 6146.3 - Competency Testing)  
(cf. 6146.4 - Reciprocity on Graduation Requirements)  
(cf. 6164.2 - Guidance and Counseling Services)

Legal Reference:

ALASKA STATUTES  
14.03.075 College and career readiness assessment  
ALASKA ADMINISTRATIVE CODE  
4 AAC 06.075 High school graduation requirement

## DISTRICT RECORDS

**BP 3580**

Note: Alaska Statute 40.21.070 requires districts to follow the state records retention program to the extent practical.

School district records shall be developed, maintained and disposed of according to this policy and requirements of federal and state laws and regulations. Records, regardless of format, should remain accessible and durable for their prescribed retention period. Electronic records, including email, should be administered under operating policies and procedures, ideally in an unaltered format, to ensure that the records remain authentic and trustworthy for their full retention period.

Note: In 2007, the Federal Rules of Civil Procedure underwent a major revision to include electronic discovery rules. The Federal Rules mandate that entities, including school districts, retain documents that are relevant to a claim or defense to a claim. Thus, electronically stored information that is relevant to a claim must be saved for an extended period of time. Even inadvertent destruction of electronic data, for example pursuant to your email purging procedures, can result in sanctions for your district if you are involved in litigation. A "litigation hold" is a directive to parties not to destroy any documents, including electronically stored information in all of its various forms, that might be relevant to a legal proceeding, or that might lead to the discovery of relevant information. In the event the district becomes aware of actual or threatened litigation, audit, or investigation that may concern a group of records, those records should not be disposed of until authorized to do so upon advice of your attorney.

The Superintendent or designee shall undertake the preservation and retention of records and data, including electronically stored information, when there becomes a likelihood that potential litigation will occur.

Irreplaceable, vital school district records must be protected against destruction in the event of a fire, flood, earthquake, terrorist act or other disaster. Vital records are those containing critical information essential to the continuity of operations, or the protection of the rights and interests of the school district, its students, and staff. The Superintendent or designee shall identify vital records and implement measures to ensure that these documents are preserved.

Note: A.S. 40.21.080 provides that public records may not be destroyed except on the authority of the local governing body. The Board may authorize by policies or regulations disposal of "routine

records." The district should establish regulations defining its routine records, and time limits for retention of all records.

The School Board ~~may approve~~ authorizes the destruction of records having no legal or administrative value or historical interest, following retention for those periods described in the Model Records Retention Schedule and emails for the periods described in the Capstone Retention Schedule.

### **Retention of Email**

The Model Retention Schedule does not include a schedule specifically for how long emails should be retained as records. The School Board recognizes that a significant amount of district correspondence is conducted by e-mail, the volume of which has increased over the years. It is not in keeping with principles of efficient records management to archive all district e-mail on an indefinite basis, particularly as many e-mails do not pertain to the transaction of official business and lack archival value. Further, an e-mail retention system which relies on end-user determinations of archival value would constitute an undue burden on district staff and would be an inefficient use of the district's resources.

For these reasons, the School District adopts the Capstone approach recommended by the National Archives and Records Administration (NARA) for retention of e-mails and adopts the following specific retention schedule:

<b><u>Type of Employees/Official</u></b>	<b><u>Length of Retention</u></b>
<u>School Board Members and Superintendent</u>	<u>Permanent</u>
<u>Executive Management and Directors</u>	<u>Six years (after end of contract)</u>
<u>All other employees (teachers, principals, and other staff)</u>	<u>Three years (after end of contract)</u>

NARA Capstone Approach: Capstone offers organizations the option of using a more simplified and automated approach to managing email, as opposed to using either print and file systems or records management applications that require staff to file email records individually. Using this approach, an organization can categorize and schedule email based on the work and/or position of the email account owner. The Capstone approach allows for the capture of records that should be preserved as permanent from the accounts of officials at or near the top of an organization or an organizational subcomponent. An agency may designate email accounts of additional employees as Capstone when they are in positions that are likely to create or receive permanent email records. Following this approach, an organization can schedule all of the email in Capstone accounts as permanent records. The organization could then schedule the remaining email accounts in the agency or organizational unit, which are not captured as permanent, as temporary and preserve all of them for a set period of time based on the agency's needs. Alternatively, approved existing or new disposition authorities may be used for assigning disposition to email not captured as permanent.

### **Non-Retention of Transitory Records**

The District is required only to retain records used to transact official District business. Transitory records are not recognized as official District business. As such, employees are prohibited from conducting official District business via transitory means, including by text message, chat program, or instant message program.

~~The Superintendent or designee shall establish administrative regulations in accordance with AS 40.21.070 so that district personnel will know how district records are to be maintained or destroyed. The Superintendent or designee shall ensure the confidentiality of district records as permitted or required by law.~~

(cf. 1340 - Access to District Records)

(cf. 4112.6/4212.6/4312.6 - Personnel Records)  
(cf. 5125 - Student Records)

Note: Participants in the E-rate program have specific document retention requirements. Under FCC rules, program beneficiaries must “retain all records related to the application for, receipt and delivery of discounted services for a period of five years after the last day of service delivered” in any particular funding year. FCC Rule § 54.516. Specifically, eight categories of documents must be retained: prebidding process, bidding process, contracts, application process, purchase and delivery of services, invoicing, inventory, and forms and rule compliance.

Legal References:

ALASKA STATUTES

09.25.120-09.25.220 Public Records Act

14.03.115 Parental Access

14.17.910 Restrictions governing receipt and expenditure of money from public school foundation account

40.21.010-40.21.150 ~~Management and preservation of~~ Public Records

ALASKA CONSTITUTION

art. 1, sec. 22, Right to Privacy

UNITED STATES CODE

5 U.S.C. § 552a – Privacy Act

20 U.S.C. § 1232g & 34 CFR Part 99 – Family Educational Rights & Privacy Act

ALASKA ADMINISTRATIVE CODE

~~4 AAC 27.085 Competitive pupil transportation proposals~~

Board discussion regarded inviting community feedback on policy changes.

Kristine Hilderbrand MOVED that the NSBSD Board of Education APPROVE the First Reading of Board Policy 6146.1, High School Graduation Requirements, and Board Policy 3580, District Records, as described in this memo SB25-186 and attachments. Esther Evikana SECONDED the motion. Question called. The motion carried in a roll call vote of six yes, zero no.

Qilaavsuk Vadiveloo, Student Representative	-	Esther Evikana	Yes
Nora Jane Burns	Yes	Kristine Hilderbrand	Yes
Frieda Moore	Yes	Frieda Nageak	Yes
Nancy Rock	-	John Hopson Jr	Yes

**SCHOOL BOARD COMMENTS:** Board comments regarded encouraging student attendance, graduations, upcoming summer activities, and recognition of maintenance staff and facility use.

**SCHEDULING OF NEXT MEETING:** May 18-20, 2025 Summer Retreat in Anchorage, AK. Special Meeting, TBD.

**ADJOURNED AT 5:56 P.M.** Esther Evikana MOVED to ADJOURN. Frieda Nageak SECONDED the motion. The meeting stands adjourned.

Respectfully submitted for the May 13, 2025 Meeting:

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Marie Stackhouse, Board Secretary

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John Hopson Jr., Board President

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Frieda Nageak, Board Clerk