

**UNADOPTED MINUTES
OF THE NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

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."

President Margaret Hansen called the 438th regular meeting of the Northwest Arctic Borough School District Board of Education to order at 5:30 p.m. on Tuesday, September 30, 2025, virtually on Teams.

Board Members present were:

Alice Adams
Tillie Ticket
Jeanne Gerhardt-Cyrus
Lawrence Jones
Carol Schaeffer
Marie Greene
Margaret Hansen
Millie Hawley

Board Members absent and excused were Joann Harris.

Board Members absent and unexcused were Shannon Melton.

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Staff present: Terri Walker-Superintendent, Jeff Alexader, Assistant Superintendent; Joy Cogburn-Smith-Director of State/Federal Programs; James Stewart, Human Resources Director; Joseph Groves, Director of ATC; Dena Strait, Capital Projects Manager; Deborah Landcaster, Director of Curriculum; Amy Eakin, Director of Technology; Paulette Schurch, Director of Inupiaq Curriculum; Winona Ballot, Inupiaq Instructor; Jeremy Millard, Kivalina Principal; Jaimie Cowart, Selawik Principal; Richard Mo Williams, Selawik staff.

No public comment was given.

Marie Greene motioned to add Memorandum 26-042 Approval of support for an Education Tax Resolution. Alice Melton-Barr seconded the motion. Motion passed unanimously.

Marie moved to approve the agenda. Alice Melton-Barr seconded the motion of approval. The motion passed unanimously

There were no presentations available due to the school term just starting.

Employee of the month for September: Selawik, Richard "Mo" Williams; JNES, Winona Ballot; Kotzebue District Office, Joy Cogburn-Smith.

Superintendent Terri Walker presented her report.

Millie Hawley moved that the Board go into an executive session; Seconded by Marie Greene. Unanimously approved.

Millie Hawley moved to approve the consent agenda with the following memorandums pulled for discussion: 26-031 Approval of Kotzebue Fuel Purchase; 26-034 Approval of Nominations for Board of Director; AASB; 26-035 Approval of Nominations for Board Member of the Year; AASB; 26-036 Approval of Nominations for Board of the Year; AASB; & 26-041 Approval of the Selection of Student Representative to the NWABSD Board of Education. Marie Greene seconded the motion. Alice Melton-Barr called for question; all verbally voted in favor with none opposed.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION OF STAFF/GUESTS

PUBLIC COMMENTS

APPROVAL OF AGENDA

SCHOOL PRESENTATIONS

RECOGNITION AND AWARDS

SUPERINTENDENT'S REPORT

EXECUTIVE SESSION

ADOPTION OF CONSENT AGENDA

Regular meeting of the Northwest Arctic Borough School District Board of Education on *Tuesday*, June 3, 2025, in Kotzebue Alaska minutes were approved for adoption by the Board of Education. Motion to adopt by Marie Greene, seconded by Alice Melton-Barr. Passed unanimously.

Special meeting of the Northwest Arctic Borough School District Board of Education on *Monday*, July 9, 2025, in Kotzebue Alaska minutes were approved for adoption by the Board of Education. Motion to adopt by Marie Greene, seconded by Alice Melton-Barr. Passed unanimously.

Regular meeting of the Northwest Arctic Borough School District Board of Education on *Tuesday*, August 26, 2025, in Kotzebue Alaska minutes were approved for adoption by the Board of Education. Motion to adopt by Marie Greene, seconded by Alice Melton-Barr. Passed unanimously.

Each month, various Human Resources actions occur that require Board action or awareness. Every month, the administration recommends Board approval of new certified/classified hires, position reclassifications, and revisions to job descriptions. In addition, the administration informs the Board of resignations and terminations throughout the district. The administration recommends that the Board approve the Human Resources actions as presented.

Superintendent's out-of-district travel requires Board approval. Request for Out-of-District Travel by the Superintendent Upcoming Travel Dates: November 13-16, 2025, AASB Annual Conference, Anchorage; General Funds: budgeted for FY26. The administration recommends the Board approve the Superintendent's request for out-of-district travel as presented.

Board approval is required for expenditures that exceed \$50,000. On August 29, 2025, the Property Services department issued an RFP to fuel vendors for the purchase and delivery of approximately 30,000 gallons of #1 heating fuel, 5000 gallons of ULSD, and 6000 gallons of gasoline to the small holding tanks for Kotzebue School District sites. The RFP was sent to the only two vendors that deliver fuel within the Kotzebue area, Crowley Petroleum Distribution and Vitus Fuel Services. The deadline for submitting bids was Tuesday, September 16, 2025, at 4:00 p.m. Crowley Petroleum Distribution was the only vendor to submit a bid for the local fuel deliveries to our small tanks.

The delivered price for:

#1 heating fuel is \$6.49 per gallon @ 30,000 gallons = \$197,000.00

USDL diesel fuel is \$6.49 per gallon @ 5,000 gallons = \$ 32,450.00

Gasoline is \$6.49 per gallon @ 6,000 gallons = \$ 38,940.00

TOTAL \$6.49 per gallon @ 41,000 gallons = \$268,390.00

General Fund, Maintenance Department Fuel Budget. The Administration recommends Board approval to award the NWABSD FY26 small tank fuel delivery order to Crowley Petroleum Distribution not to exceed \$268,390.00.

Board approval is required for purchases that exceed \$50,000. The administration requests School Board approval to purchase Verkada security camera system for the STAR Dormitory, ATC Dormitory, and ATC building for the amount of \$84,282.86. The camera system at the ATC building and both dormitories is outdated, of poor quality, and not user-friendly. This new Verkada security system will provide an IP-based system for staff to monitor buildings 24 hours a day. This system comes with vape sensors for the ATC building and the STAR dormitory. Verkada also comes with a 10-year camera license and capacity increase. Funding: Grants: TVEP and Residential (STAR). The administration recommends the Board approve the purchase of the Verkada security camera system, not to exceed \$84,282.86 as presented.

Board approval is required for purchases that exceed \$50,000. Mrs. Colvin has managed all aspects of the NWABSD Food Service Department successfully for the past 1.5 years, including the following programs: Fresh Fruits and Vegetables Program (FFVP), National School Breakfast Program (NSBP), National School Lunch Program (NSLP), and any other program the school district Food Service Department chooses to participate in. As the Food Service Department manager, Mrs. Colvin will fly to school sites quarterly to conduct in-person reviews and ensures all claims will be entered in a timely fashion to ensure maximum reimbursement. Program training will be provided to relevant employees as needed. Any Child Nutrition Program (CNP) audit needs will also be handled by Mrs. Colvin, should they arise. Food Service fund. The administration recommends the Board approval of the MOA with Amber Colvin of Savory Solutions for an amount not to exceed \$135,000 as presented.

Nominations for the Association of Alaska School Boards (AASB) Board of Directors require formal Board action. Each year, during the annual General Membership meeting of the AASB, an election is held to fill expired seats on the AASB Board of Directors.

ADOPTION OF JUNE 3, 2025 METING MINUTES

ADOPTION OF JULY 9, 2025 SPECIAL MEETING MINUTES

ADOPTION OF AUGUST 26, 2025 MEETING MINUTES

APPROVAL OF HUMAN RESOURCES

APPROVAL OF SUPERINTENDENT'S TRAVEL

APPROVAL OF KOTZEBUE FUEL PURCHASE

APPROVAL OF PURCHASE FOR SECURITY CAMERA SYSTEM FROM VERKADA

APPROVAL OF FY26 FOOD SERVICE MOA AMBER COLVIN

APPROVAL OF NOMINATIONS FOR BOARD OF DIRECTORS; AASB

AASB will have 5 three-year seats and 1 one-year seat open for this election cycle. The AASB Board is made up of 15 school board members who govern the Association for the benefit of all the member districts. Consider nominating a member of your school board for this vital role. Nominees must attend the AASB Annual Conference and deliver a 2-minute speech to the membership on Saturday, November 15th, 2025. If elected, they must attend the AASB Board of Directors Meeting on Monday, November 17, 2025.

Nominations for the Alaska School Boards (AASB) Carol Rose Governance Award require formal Board action. The AASB Board of Directors honored Carl Rose in 2013 by naming the organization's leadership training program for school members for him after his retirement. Rose was the Executive Director of AASB from 1987 until 2013. During those 26 years, he participated in every major education debate and reform in K-12 education, and reshaped AASB into a full-service, statewide, non-profit organization whose motto is "Advocates for Alaska's Youth." The Carl Rose Governance Award is presented to an outstanding school board member each year at the AASB Annual Conference. The individual receiving the Carl Rose Governance Award is recognized for their: commitment, dedication, and accomplishments as a locally elected school board member. Board members can be nominated by their school board and superintendent for consideration of this award. Selection is done by the AASB Awards Committee. This award is presented at the Annual Conference awards banquet.

In order to be eligible, a nominee:

- Must have served on their local board for at least four consecutive years
- Must serve on a member board in good standing of AASB Nominations must be received by October 10, 2025.

Nominations for the Association of Alaska School Board's (AASB) Outstanding School Board of the Year requires formal Board action. The Outstanding School Board Award is designed to reflect and honor a school board's involvement in Board Standards. School Boards should self-nominate for this award. Selection is done by the AASB Awards Committee. This award is presented at the Annual Conference awards luncheon.

In order to be eligible, a school board:

- Must be a member board in good standing of AASB
- Must have formally adopted Board Standards Nominations must be received by October 10, 2025.

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the second reading of the proposed revisions to BP 5113 Absences and Excuses within the Bylaws of the Board series. This update includes legal citation updates and clarifying verbiage not to conflict with AR 5113. The Board Policy Committee reviewed the proposed changes and recommends approval. The administration recommends the Board approve the second reading of the proposed revisions to BP 5113 Absences and Excuses as presented.

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BB 9120 Officers and Duties within the Board Bylaw series. This update includes the legal note and removes "receipt" per the Alaska Statute. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BB 9120 Officers and Duties as presented and open for public comments.

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BB 9320 Meetings within the Board Bylaw series. This update includes additional language to clarify virtual/remote meetings. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BB 9320 Meetings as presented and open for public comments.

Selection of Student Representative to the NWABSD Board of Education shall be selected by Board. According to AR 9110 (b), the Board believes it is important to seek out and consider students' ideas, viewpoints and reactions to the educational program. In order to provide student input and involvement, the Board shall appoint Student Representative(s) as deemed necessary.

Student Representative(s) shall have the right to attend public meetings of the Board, be recognized at meetings, participate in discussing issues and shall receive all materials presented to Board members except those related to executive session.

Applications will be provided for review and consideration in Executive Session. The administration recommends the Board select up to two Student Representatives and one Alternate Student Representative to the NWABSD Board of Education as presented.

APPROVAL OF NOMINATIONS FOR BOARD MEMBER OF THE YEAR; AASB

APPROVAL OF NOMINATIONS FOR BOARD OF THE YEAR; AASB

APPROVAL OF BP 5113 ABSENCES AND EXCUSES – SECOND READING

APPROVAL OF BB 9120 OFFICERS – FIRST READING

APPROVAL OF BB 9320 MEETINGS – FIRST READING

APPROVAL OF THE SELECTION OF STUDENT REPRESENTATIVE TO THE NWABSD BOARD OF EDUCATION

AASB has requested that boards review and propose regulations to AASB at the Annual Conference in November. The funding of public education in Alaska is subject to an annual appropriation from the state's general fund and is contingent upon available state revenues. State revenue is primarily derived from two primary funding sources: oil revenues and investment returns from the Permanent Fund. Both funding sources can vary wildly from year to year, providing little stability for education funding. Education funding is also subject to the changing funding priorities of administrations and legislatures. Funding for education has increasingly failed to provide a stable and secure source of funding for Alaskan students. AASB lends its full support for the establishment of a yearly education tax. An education payroll tax will provide a secure source of funding for education to be used for public elementary and secondary education. Approve the Education Payroll Tax Credit as presented.

None at this time.

The next Special Board meeting of the NWABSD Board of Education will be held October 27, in-person. With a two-day Board Retreat to follow, October 28 & 29.

Marie Greene moved to adjourn the meeting, seconded by Tillie Ticket.

Motion passed with unanimous consent. The meeting adjourned at 8:08 p.m.

Tillie Ticket, Secretary

Kristen Walker, Recording Secretary

APPROVAL OF SUPPORT FOR AN EDUCATION TAX RESOLUTION

COMMUNICATION AND ITEMS PRESENTED BY BOARD MEMBERS

DATE/TIME OF NEXT BOARD MEETINGS

ADJOURNMENT