



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

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

## NWABSD BOARD OF EDUCATION

### Board Policy Committee Meeting

Conducted via Teams and in the NWABSD Boardroom

### Agenda

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**April 29, 2024**

1. Roll Call
2. Items for 2<sup>nd</sup> Reading (Public Comment has been sought via the [District Website](#))
  - a. **MEMO 24-116 → BP 1100 Communication with the Public**
    - i. Missing AK Statute and report card to the public statement in the references; updated inclusivity verbiage
  - b. **MEMO 24-117 → BP 1325 Advertising and Promotion**
    - i. This update adds clarifications on closed forums
  - c. **MEMO 24-118 → BP 3270 Sale and Disposal of Books, Equipment, and Supplies (Personal Property)**
    - i. The administration recommended moving the current BP to an AR and adopting the AASB Model BP as policy. See extreme, red-lined version.
    - ii. 1<sup>st</sup> Update: This update provides the Superintendent greater discretion to dispose of used District property, in an amount up to \$5,000 and the addition of "federal" law.
    - iii. 2<sup>nd</sup> Update: This update provides that surplus equipment purchased with a federal fund in the amount of \$5,000 or greater must be disposed of in accordance with federal Uniform Administrative Requirements.
    - iv. Topics separate by Federal fund section headers
  - d. **MEMO 24-119 → BP 3311 Bids**
    - i. Administrative Services to draft an Administrative Regulation (AR)
    - ii. Administrative Services to add an Exhibit (E) with a sole source statement.
    - iii. Clarify "adequate number of" as "two (2) or more"
  - e. **MEMO 24-120 → BP 3541.1 School-related Trips**
    - i. This update raises the recommended amount of private insurance for persons transporting students to \$1,000,000. It also revises the school-related trip section to ensure that trips in school vans are covered by policy.
  - f. **MEMO 24-121 → BP 3590 Electronic Signatures \*\*NEW POLICY\*\***
    - i. This policy establishes guidelines for how to utilize and accept electronic signatures in business, noninstructional, and instructional settings.

**Committee Members: Carol Schaeffer (Chairperson), Marie Greene, Millie Hawley, Alice Melton Barr**

**Technology Director: Amy Eakin**

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

- g. MEMO 24-122 → BP 4222 Classified Personnel - Teacher Aides - Paraprofessionals**
- i. This update revises various board policies and administrative regulations to reference and incorporate BP 5141.42, Professional Boundaries for staff and students. The changes cross-reference BP 5141.42 and, where appropriate, state that applicable training required by BP 5141.42 shall be provided.
- h. MEMO 24-123 → BP 5124.1 Family Engagement – \*NEW POLICY\***
- i. This new board policy and administrative regulation address family engagement and efforts districts should take to coordinate with parents. The policy and regulation are broad based and may be edited based on specific district need.
- i. MEMO 24-124 → BP-5131.9 Academic Honesty**
- i. This update is a substantial revision to the model academic honesty policy, incorporating modern best practices and addressing the use of artificial intelligence programs.
- j. MEMO 24-125 → BP 5141.43 Uniform Investigations \*\*NEW POLICY\*\***
- i. This policy establishes a model investigative policy for professional boundaries violations. It does not supersede current investigatory procedures but provides best practices when conducting investigations under various existing policies. The new AR further develops best practices for conducting investigations set forth in the model investigations policy.
- k. MEMO 24-126 → BP 6020 Parent Involvement**
- i. AASB developed and distributed BP 6020 Parent Involvement to member school districts in 2016 in response to AS 14.03.016, *A parent's right to direct the education of a parent's child*. AS 14.03.016 requires school districts to have policies promoting the involvement of parents in schools. Among other provisions, it sets forth parental notification requirements for any activity, class, or program that includes content involving human reproduction or sexual matters.
  - ii. The model policy was vetted by legal counsel and is a complete response to the provisions of AS 14.03.016. Adopting the model policy BP 6020 will help guide district operations appropriately and will help ensure your board policies align with state law.
- l. MEMO 24-127 → BP 6112 School Day**
- i. This update includes a new provision that requires a kindergarten day in session to include at least two hours of instruction.
- m. MEMO 24-128 → BP 6147 Alaska Reads Act Intervention Program \*\*NEW POLICY\*\***
- i. This policy implements the reading intervention plans required by the new Alaska Reads Act. It addresses what must be included in the intervention program, individual reading plans, notification requirements, and progression goals.
- n. MEMO 24-129 → BP 6148 Early Education Programs \*\*NEW\*\***

- i. This policy implements the early education grant program under the Alaska Reads Act. It sets forth the compliance requirements for a district that opts for an early education grant under the Alaska Reads Act.
    - o. **MEMO 24-130 → BB-9322 Agenda/Meeting Materials**  
This update adds a reference to State Statute, defines a timeline for board and public access to meeting materials, and adds a section for Board member preparation.
- 3. Items for 1<sup>st</sup> Reading:
  - a. **None currently.** All items from the March committee meeting went to 1<sup>st</sup> reading in the subsequent March meeting and are now in 2<sup>nd</sup> Reading.
- 4. Items for Board Bylaw Review:
  - a. **BB-9250 Bylaws of the Board – Renumeration, Reimbursement, and Other Benefits**
    - i. Board request to review
    - ii. Consider changing per diem to \$97 per <https://www.defensetravel.dod.mil/pdcgi/pd-rates/opdrates5ap.cgi?country=ALASKA&date=04-01-24&military=YES&submit2=CALCULATE>
- 5. Other Items Being Worked On:
  - a. **BP-3554 - Other Food Sales**
    - i. Administrative Services to relay information to Principals
      - 1. Check with the State on pre-orders versus the immediate sale of foods
      - 2. Allow pre-orders as long as good are not delivered during hours stated in the BP
    - ii. Review along with BP 5040
  - b. **BP-5040 – Student Nutrition and Physical Activity**
    - i. The Board recommended allowing the use of food as a reward.
    - ii. Administrative Services is researching the US Code and State Regulations.
    - iii. AR-5040 – To be reviewed by an advisory group through the Curriculum Department
  - c. **BB-9200 - Bylaws of the Board - Board Members**
    - i. Update 1 per AASB - This bylaw adds further clarity to how complaints brought to the board should be addressed and requires board approval for legal opinions
    - ii. Update 2 per AASB - This bylaw has been revised to clarify that no board members should abstain from a vote absent a compelling reason to do so.
    - iii. Question on item 3 sent to AASB – When should this process be followed versus the regular complaint process?
- 6. New Items for Committee Review:

a. **None currently.**

7. Questions

