



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

**Unapproved Minutes  
Special School Board Meeting  
October 1, 2020  
1:00 p.m.**

**CALL TO ORDER AND MOMENT OF SILENCE:** Muriel Brower, Board President, called the Board of Education Special Meeting to order at 1:02 p.m. on ZOOM Video Communications.

**WORDS OF WISDOM:** Bill Tracey provided the words of wisdom for the listening audience.

**FLAG SALUTE:** The Pledge of Allegiance was led by students of Meade River School.

**ROLL CALL:**

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

Nora Jane Burns- Present  
Muriel Brower – Present  
Student Representative: Brooke Singson – Present  
Student Representative: Chloe Yu – Present  
Student Representative: Trishelle Okpik - Present

**APPROVAL OF AGENDA:** Nancy Rock MOVED that the NSBSD Board of Education APPROVE the agenda as presented. Qaiyaan Harcharek SECONDED the motion. Question called. The motion carried UNANIMOUSLY.

**APPROVAL OF CONSENT AGENDA:** Mary Jo Olemaun MOVED to TABLE the minutes to the next regular meeting for UNANIMOUS CONSENT. Robyn Burke SECONDED the motion. Question called. No objections were heard. The motion carried UNANIMOUSLY.

**RECOGNITION OF VISITORS:** District staff, NSBEA/NSEAA Representatives, consultants, and community members were present.

**SPECIAL RECOGNITION** is presented by Superintendent Pauline Harvey for the North Slope Borough and Chief Financial Officer Fadil Limani. The North Slope Borough is recognized for its efforts of rebuilding the Interim Harold Kaveolook School including recognition of its district employees, volunteers, and community organizations. On September 17, 2020, the interim school doors were opened to students, parents, and staff. This recognition is awarded to the: North Slope Borough Mayor Harry Brower, Jr.; the North Slope Borough Assembly members; the North Slope Borough Lead Project Manager Matt Dunn; General Contractor Chris Elken with SKW; Eskimo, Inc; and many other foremen and supervisors involved in this building project. Chief Financial Officer Fadil Limani is awarded for his guidance on improving the financial stability of the District including developing and implementing financial protocols; training district staff across the North Slope.

Mayor Harry Brower Jr. and Chief Financial Officer Fadil Limani thanked the Board and the Superintendent for their distinguished recognition and extended the recognition to their staff.

**PUBLIC COMMENTS ON AGENDA ITEM(S):** Staff and community member of Point Hope A. Harvey expressed concern for the accuracy of the administrative report regarding the COVID-19 response team and implementation of the guidelines set in Point Hope.

**ADMINISTRATIVE REPORT** is presented by Superintendent Pauline Harvey, Director of Curriculum & Instruction Liz Noble, Director of Special Education/Student Services Lori Roth, Director of Inupiaq Education Ronald Brower Sr., Human Resources Director Naomi Digitaki, Director of Information Technology Everett Haimes, Director of Maintenance & Operations Luke Parker, Assistant Superintendent Mark Roseberry, Chief Financial Officer Fadil Limani, and Qargi Academy Principal Emily Roseberry. Under the Superintendent Office, Superintendent Pauline Harvey reported on the: Utqiagvik COVID-19 Response Team; Cross-Country; Harold Kaveolook Interim School opening; the Association of Alaska School Boards Boardsmanship Academy; District Nurse as the point of contact to receive case information across the North Slope; daily meetings held with department leads and Principals. For the Curriculum & Instruction Department, Director Liz Noble reported on the Curriculum Committee's meeting held on September 18, 2020; Department participation in a Performance Matters workshop for at-risk students via Powerschool; providing workshops and webinars to support core programs and interventions; Battle of the Books order; NSBSD website posting of the Priority Standards/Pacing Guides; and the earbud donation received from Subway for each site, expected to be delivered by September 21, 2020. For the Special Education/Student Services Department, Director Lori Roth reported on: parent outreach by teachers on general education services, current programs, and IEP implementation; student outreach by school counselors on career development; training of the use on Alaska Career Inventory System for students; building school counselor/principal update at each site; and State & Federal Grants including the Homeless Program, Migrant Education, Indian Education, and the CARES Act. For the Inupiaq Education Department, Coordinator Ronald Brower Sr. reported on the Utqiagvik cultural in-service on September 19, 2020; the Anaktuvuk Pass cultural In-Service cancellation; the Point Lay cultural in-service; delivery of material and Inupiaq translations for SAT and ACT tests; partnership with Iñisaġvik College on the implementation of a new "Inupiaq language for Speaking III" course; and on-going meetings with Alaska Humanities Forum Aulagvik Partnerships on the ANEP SISamat grant development of CBU's to increase teacher retention and production of additional cultural based learning units. For the Career & Technical Education Department, the report included information on the: training opportunities offered to teachers including the Inupiat Language Teachers in partnership with the Curriculum & Instruction department; and the pilot courses being researched and created during the 2020-2021 school year. The professional activities include: a hybrid Career Exploration and Planning course for Kali School; onboarding course draft for new employees in the Qatqiññaġvik program; registration of schools for AKCIS; development of a sustainable Arts Action Committee; promoting opportunities for students with interest in science and engineering with the Alaska Native Science and Engineering Program; partnership with Alaska EXCEL; beginning an application for the Rural Tech Project; and review of the Areawide Comprehensive Plan from 2019-2039 to work with the Comprehensive Plan Quality Improvement Team Student Government Outreach. For the Information Technology Department, Director Everett Haimes reported on the: improvement of the telephone system; the firewall project being awarded to a vendor by the North Slope Borough CIPM department; and improvement of email security awareness by preparing an email spam campaign using the KnowBe4 email security testing suite. For the Human Resources Department, Director Naomi Digitaki reported on the: improvement of sanitation in school facilities; influx of hiring added duty contracts; partnership with the Maintenance & Operations department on housing needs due to lease cancellations, repairs, and other housing issues; hiring status of the travel coordinator, Maintenance & Operations Coordinator, and the Qatqiññaġvik position; status of the OJT program; submitted applications for Type M Certifications for Qargi Academy approval; and the status of employee complaints/concerns in various stages of resolution.

For the Maintenance & Operations Department, Director Luke Parker reported on the Capital Improvement Projects for the: Barrow High School Pool Project; Alak School Wasteline Replacement Project Phase I; Interim Harold Kaveolook School; Meade River School Remodel; Kaktovik Teacher Housing; Food Service; Transportation; and a general department overview of maintenance issues with housing, site visits to Kaktovik and Nuiqsut, and initial discussions with the North Slope Borough Capital Improvement Program & Public Works department. For Qargi Academy, Principal Emily Roseberry reported on the: open enrollment; opening of the academy on September 8 and its status; student count in Wainwright and Utqiagvik; student participation in an Exact Path diagnostic assessment to determine their individual learning path; approval by the State of Alaska of Type M Certifications for the Qargi teachers; availability of a special needs teacher through EdOptions; training on EdOptions programs including Success Coach training; and open positions available at Qargi Academy. Superintendent Pauline Harvey reported on the pandemic to include daily operations following health and safety standards; following the Alaska Smart Start 2020 Restart and Reentry Framework Guidance; implementation of an A/B schedule; sanitization of all areas on a daily basis; potential part-time/temporary employment opportunities; remote learning opportunities for vulnerable students with chronic conditions, special health, and/or disabilities; staggered schedules of entry/dismissal, lunch periods, and gym time; administering temperature checks and strict protocol of suspected or reported notice of sick students/staff; each school site developed a COVID-19 response team to meet regularly to monitor the status the pandemic at their site. This crisis team would include community members, village government officials, and school staff members.

Points of discussion include: addressing A. Harvey's comment in the next report; placing school work materials in a drop box to ensure work is not lost; monitoring of compliance for IEP's, a routine monitoring by the State in Fiscal Year 2021; beginning a portfolio in kindergarten for students to see progress on their career path; report on how on the job training will be implemented; report on the list of items purchased for Qatqiññaġvik, status of the drones and hydroponics and their uses; implementing Career Technical Education teachers be placed into villages to teach the courses; Student survey request on course offerings for career programs they'd like to see in the schools; post the video footage of coastline from the drones on the website; update of technology usage at the Interim Harold Kaveolook School; hiring status of a Qatqiññaġvik administrator; Maintenance issues at Point Hope; addressing virtual instruction for students without internet access; completion of Exact Path Diagnostic Assessment and student participation of remote learning for Qargi Academy; student portfolio from regular schooling available to Qargi Academy staff and keeping students on-track for graduation in terms of required course offering;

**EXECUTIVE SESSION at 3:25 PM - 4:22 PM.** Mary Jo Olemaun MOVED to go into EXECUTIVE SESSION to discuss Human Resources issues regarding the: Qatqiññaġvik Principal and the Vacant Position at Eben Hopson Middle School for the Iñupiaq Teacher Position. Qaiyaan Harcharek SECONDED the motion. Question called. The motion CARRIED in a majority vote of 5 yes, 2 no.

The Board permitted Superintendent Pauline Harvey, Assistant Superintendent Mark Roseberry, Human Resources Director Naomi Digitaki, Chief Financial Officer Fadil Limani, and District Attorney Allen Clendaniel.

**STUDENT REPRESENTATIVE REPORT** is presented by Student Representatives Trishelle Okpik and Chloe Yu. Student Representative Brooke Singson's report was presented by Trishelle Okpik. Student representative Brooke Singson reported on Barrow High School, Fred Ipalook Elementary School, and Meade River School. Due to the pandemic, remote learning, and technical difficulties, school liaisons for each site were still under determination and were not able to provide reports to the remaining student representatives. Barrow High School reported on the distribution of suicide prevention tools, delivery of

support on social/emotional well being; distribution of laoptions to all students with lessons and materials uploaded; and the pending status of school activities. For Fred Ipalook Elementary School, the month for Suicide Prevention Awareness included distribution of materials to students and information available to parents on the website; creation of packets, video recordings, and teacher websites to continue educating students; and pending status of student activities. Meade River School reported on the Suicide Prevention Awareness month included materials distributed, student made lists of ten reasons life is wonderful, and the staggered student schedule. For student activities, there are virtual cross-country meets, with a decision on volleyball yet to be made, improving incorporating new classes such as weight lifting and journalism.

**2020-2025 STRATEGIC PLAN** is presented by Chelsie Overby, Board Secretary. Under Board Policy 0400, Comprehensive Plans/Strategic Planning, the Board recognizes the importance of establishing a strategic plan to guide the educational programs of the district... A comprehensive strategic planning process has been adopted which includes an extensive update of the plan every 5 years with annual revision, action planning, and execution management. The Board of Education finalized the work necessary to renew the Strategic Plan for the next five years during the Winter Retreat on November 18-19, 2020 and this last Fall Retreat on September 4-5, 2020 and is brought before the Board for approval for this October 1, 2020 Regular Meeting. The documents provided include the Board Retreat Executive Summary, Draft Plan for Approval, and the Example Communication document. The Board Retreat Executive Summary is a one-page overview of themes/strategic priorities and outstanding items. The Draft Plan for approval includes the Mission, Portrait of a Graduate, Goals & Objectives. This includes additional documents for directors and staff implementation plans from Board direction and focus for the School Year 2020-2021. The Communication Document is an example layout that may be printed as a single page front/back to share a high level overview of the strategic plan.

Nancy Rock **MOVED** that the NSBSD Board of Education **ADOPT** the 2020-2025 NSBSD Strategic Plan, as described in this memo number SB21-048 and attachments. Madeline Hickman **SECONDED** the motion. Question called. The motion **CARRIED** in a roll-call vote of six yes, one no.

Mary Jo Olemaun – Yes	Nancy Rock – Yes	Madeline Hickman – Yes
Nora Jane Burns – Yes	Qaiyaan Harcharek – No	Robyn Burke – Yes
Muriel Brower – Yes		

**FINANCIAL REPORT** is presented by Chief Financial Officer Fadil Limani for the month ending August 31, 2020. Under SB21-046, the following items are reported: on page five, the General Fund revenues to date through August 31, 2020 are \$1,234,205 or two percent of budget. This primarily reflects the revenues received to date of E-Rate and PERS/TRS on behalf payments. The District did receive the initial installment appropriation from the Borough in the sum amount of approximately \$19.4 million. The Business Office is currently in the process of performing the Bank Reconciliations for the Month of August; On page seven, the General Fund operating expenditures to date through August 31, 2020 are \$7,850,850 or ten percent of budget through seventeen percent of the fiscal year. Year to Date, the Majority of the Operating Transfers will be recorded at the end of the Fiscal Year during the Annual Audit preparation; On page nine, Expenditures by function and location are demonstrated here showing Regular Instruction, Instructional Support, Maintenance and Operations, District Admin Support, and School Administration with the highest portion of the budget and related actuals year to date. Expenditures by location showing District Wide, Distance Delivery, Fred Ipalook Elementary School, Eben Hopson Middle School, Barrow High School, Tikigaq School and Alak with the highest allocation of resources and related actuals; On page fifteen, the Fund Balance, as of June 30, 2019 was \$18,723,820. We are in the midst of the Fiscal Year 2019-2020 Audit, and the Fund Balance figures will be updated upon

completion of the Fiscal Year 2019-2020 Audit; On page seventeen, Cash and Investments to date through August 31, 2020 are \$39,994,775. 42,532,318.11. This is a net decrease of \$2,537,543 or 6.4 % from the previous month. The net decrease is mainly due to the operating expenditures for the month end; and on page nineteen, Special Revenue Funds revenues and expenditures are reported on the cash basis and have not been adjusted. The Special Revenue Funds are demonstrated here which includes: Community Schools, Food Service, RLC, Village Athletics Program, Qargi Academy, and Employee Housing. Additional information is included in the financial statement provided.

Mary Jo Olemaun MOVED that the NSBSD Board of Education APPROVE the Monthly Financial Report as of August 31, 2020 and MOVED for UNANIMOUS CONSENT. Nancy Rock SECONDED the motion. Question called. No objections heard. The motion carried UNANIMOUSLY.

**PURCHASES OVER 10K** is presented by Fadil Limani, Chief Financial Officer. In accordance with the applicable Board Policy 3312, contracts and Memorandum of Agreements \$10,000 or greater require Board approval. As prescribed in Board Policy 3300 and 3310, the Superintendent or designee may issue and sign purchase orders for supplies, materials, and equipment in accordance with law. In addition, the Superintendent or designee shall not authorize any proposed expenditure that exceeds the major budget classification allowance against which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer. Items One through 8 include the purchase of Fiscal Year 2020-2021 fresh fruits and vegetables individually for Utqiagvik, Wainwright, Anaktuvuk Pass, Atqasuk, Kaktovik, Nuiqsut, Point Hope, and Point Lay through SYSCO. For Utqiagvik, the total amount for: Utqiagvik is \$15,872.88 under account code 255.300.790.000.459 requiring a budget line transfer of \$17,000; Wainwright is \$5,072.15 under account code 255.470.790.000.459; Anaktuvuk Pass is \$3,995.80 under account code 255.430.790.000.459; Atqasuk is \$4,004.16 under account code 255.490.790.000.459; Kaktovik is \$3,876.73 under account code 255.480.790.000.459; Nuiqsut is \$4,024.46 under account code 255.450.790.000.459; Point Hope is \$3,883.67 under account code 255.440.790.000.459; and Point Lay is \$4,004.16 under account code 255.460.790.000.459. For items ten through twenty-five are the Fiscal Year 2020-2021 Freeze and Chill Orders for Utqiagvik, Wainwright, Kaktovik, Atqasuk, Nuiqsut, Point Hope, Point Lay, and Anaktuvuk Pass with SYSCO. For Utqiagvik, the food order is \$912,721.47 under account code 255.300.790.000.459 and the milk order is \$48,676.80 under account code 255.300.790.000.460. For Wainwright, the food order is \$280,677.29 under account code 255.470.790.000.459 and the milk order is \$22,715.84 under account code 255.470.790.000.460. For Kaktovik, the food order is \$158,350.67 under account code 255.480.790.000.459 and the milk order is \$12,169.20 under account code 255.480.790.000.460. For Atqasuk, the food order is \$212,735.78 under account code 255.490.790.000.459 and the milk order is \$12,169.20 under account code 255.490.790.000.460. For Nuiqsut, the food order is \$230,040.62 under account code 255.450.790.000.459 and the milk order is \$13,304.99 under account code 255.450.790.000.460. For Point Hope, the food order is \$275,779.51 under account code 255.440.790.000.459 and the milk order is \$30,828.64 under account code 255.440.790.000.460. For Point Lay, the food order is \$204,607.32 under account code 255.460.790.000.459 and the milk order is \$17,036.88 under account code 255.460.790.000.460. For Anaktuvuk Pass, the food order is \$245,941.06 under account code 255.430.790.000.459 and the milk order is \$14,603.04 under account code 255.430.790.000.460. Under information technology, an order for Microsoft Office License & Subscription with the OETC group is \$26,625.86 under the account code 100.200.355.000.450. Under Information Technology, an order for Msmart Learning Subscription for three years with the Chariot Group is \$13,600 under account code 100.200.355.000.450. Under Information Technology, an order for MacPro Air-Operating 5 year lease year 3 of 5 with Wells Fargo is \$307,097.85 under account code 100.200.355.000.450.

**CONTRACT OVER 10K, SERRC: E-RATE SERVICES** is presented by Fadil Limani, Chief Financial Officer. In accordance with applicable Board policy 3312, contract's and Memorandum Of Agreements \$10,000 or greater require Board approval. The Universal Service Administrative Company (USAC) is an independent, not-for-profit corporation created in 1997 to collect universal service contributions from telecommunications carriers and administer universal support mechanisms (programs) designed to help communities across the country secure access to affordable telecommunications services. USAC carries out its functions as the administrator of the federal universal service programs and Universal Service Fund (USF) under the oversight of the Federal Communications Commission (FCC). USAC administers universal service programs for high cost companies in rural areas, low-income consumers, rural health care providers, and schools and libraries. The universal service Schools and Libraries Program, commonly known as "E-rate," provides discounts of up to 90 percent to help eligible schools and libraries in the United States obtain affordable telecommunications and internet access. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services. Eligible participants include public and most non-profit K-12 schools as well as all public and many private libraries. Program participants may request funding in five categories of service: Telecommunications, Telecommunications Services, Internet Access, Internal Connections, and Basic Maintenance of Internal Connections. Discounts for support depend on the level of poverty and the urban/rural status of the population served and range from 20 percent to 90 percent of the costs eligible services. SERRC Alaska Educational Resources center has provided the services of the School District for many years surrounding the overall E-Rate management and submission of required state and federal forms including the assistance of the E-Rate Application. The anticipated E-Rate Revenue for Fiscal Year 2020-2021 is expected at approximately \$4.4 million. The identified funding source is derived from the professional and technical account code 100.200.355.000.410. The proposed contract amount is \$26,000 with a current budget available of \$25,140. After a budget line transfer, the available budget will be \$27,140. The length of the contract commences on the date of execution of the agreement and ends as of June 30, 2021.

Robyn Burke MOVED that the NSBSD Board of Education APPROVE the above \$10,000 and greater proposal and related contract, as described in this memo and related attachments. Nora Jane Burns SECONDED the motion. Mary Jo Olemaun MOVED for UNANIMOUS CONSENT. Question called. No objections were heard. The motion carried UNANIMOUSLY.

**CONTRACT OVER 10K, DANIEL ROZEMA, CPA** is presented by Fadil Limani, Chief Financial Officer. In accordance with applicable Board policy 3312, contract's and Memorandum Of Agreements \$10,000 or greater require Board approval. This proposal would provide professional accounting services for assistance in preparing the School District for its annual independent audit of its financial statements and federal and state awards. These services will consist of: ensuring all PBC requests from the independent auditors are accurately prepared; trial balances for each fund are adjusted and closed; available to answer questions from the independent auditors regarding PBC's and other accounting matters; and other tasks as requested. The fees would be billed bi-monthly at the rate of \$175 per hour with an estimation not to exceed one hundred hours. The identified funding source is derived from the professional and technical account code 100.200.550.000.410. The proposed contract amount is not to exceed \$17,500 with a current available budget of \$12,423. The available budget after a budget line transfer will be \$18,000. The length of the contract commences on date of execution of the agreement and ends as of June 30, 2021.

Mary Jo Olemaun MOVED that the NSBSD Board of Education APPROVE the above \$10,000 and greater proposals and related contract, as described in this memo and related attachments. Nora Jane Burns

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

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

Nancy Rock – Yes  
Qaiyaan Harcharek – No

Madeline Hickman – Yes  
Robyn Burke – No

**RESOLUTION 21-1, DISTRICT SUPPORT OF THE STATE OF ALASKA DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT’S USE OF ESTIMATED STUDENT COUNT DATA TO FUND K-12 PUBLIC EDUCATION FOR FISCAL YEAR 2021** is presented by Fadi Limani, Chief Financial Officer. This resolution is stated as: Whereas, the North Slope Borough School District (District) shall prepare and submit to the Alaska Department of Education and Early Development (DEED) a student count estimate by November 5<sup>th</sup> for the succeeding fiscal year upon which computations can be made to estimate the amount of state aid for which the district may be eligible under AS 14.17.400; and, Whereas, student count estimates are used each year by the State of Alaska as the basis for state aid to school districts through the Foundation Program allocation; and, Whereas, the State’s operating budget (HB 205) was signed into law on May 18, 2020 with funding for the Foundation Program based on student count estimates; and, Whereas, school districts are required to submit their budget for each school year to DEED by July 15<sup>th</sup> of the fiscal year; and, Whereas, a final determination for state aid under the public school funding program is based on a 20-day student count period ending the fourth Friday in October; and, Whereas, in response to the global pandemic brought about by the coronavirus, the District is developing flexible plans that respond to various levels of community spread and allow teaching and learning to continue throughout the 2020-2021 school year under several learning models; and, Whereas, these plans call for a variety of learning models and options for families to consider, including providing students with assignments via email, computer/tablets, virtual courseware, virtual field trips, virtual projects, virtual guest speakers, video conferencing, paper packets, and the school district’s website; and, Whereas, the District may experience a significant loss in revenue for any families choosing to enroll their children in correspondence study programs on a temporary basis; and, Whereas, this funding uncertainty complicates financial, budget, and operating planning efforts and may limit the District’s ability to provide essential services to its communities and their students surrounding the education program amid the pandemic. Now, therefore, be it resolved that: the North Slope Borough School District supports the State’s use of estimated student count data, submitted November 2019, in determining the amount of state aid under the public education funding program for Fiscal Year 2021.

Robyn Burke MOVED that the NSBSD Board of Education supports the State’s use of estimated student count data, submitted November 2019, in determining the amount of state aid under the public education funding program for Fiscal Year 2021 as read under Resolution 21-01. Nancy Rock SECONDED the motion. Mary Jo Olemaun MOVED for UNANIMOUS CONSENT. No objections were heard. The motion carried UNANIMOUSLY.

**SCHOOL YEAR 2020-2021 COURSE LISTING APPROVAL** is presented by Liz Noble, Director of Curriculum & Instruction. The course listing was last approved August 2019 with the Career & Technical Education pilot courses identified and highlighted for Board review. As per Board Policy 6143, Courses of study – Secondary Schools, the School Board shall adopt courses of study designed to meet student needs, to align with district adopted standards, and to conform with district graduation requirements and the requirements for admission to post secondary schools. Courses of study shall also provide students with the opportunity to attain skills appropriate for entry-level employment upon graduation from high school.

Nancy Rock MOVED that the NSBSD Board of Education APPROVE the 2020-2021 Course List Offerings as presented in memo number SB21-052. Nora Jane Burns SECONDED the motion. Question called. The motion CARRIED in a roll-call vote of seven yes, zero no.

**ADOPTION CYCLE REVISION** is presented by Liz Noble, Director of Curriculum & Instruction. The administration recommended a pause in the cycle to support Arts and Electives. The School year 2020-2021 will include the continuation of the 2019-2020 content areas as noted in Board Policy 6141 and Alaska Statute AAC 05.080. The North Slope Borough School District follows an adoption cycle for content areas to ensure materials are reviewed once every 6 years to maintain updated resources for students and staff as per 4 AAC 05.080. Due to COVID-19 challenges in the Spring of 2020, we were unable to complete the Arts and Electives review. The Current Cycle noted below would repeat Year 5 content areas and delay the Year 6 content (World Languages, Health, Physical Education) until school year 2021-2022. The current cycle is as follows: Year 1, Reading K-6; Year 2, Science (K-12), Social Studies (K-12); Year 3, Math (PreK-12), ECE Reading; Year 4, Career Tech, Language Arts (Secondary); Year 5, Arts and Electives; and Year 6, World Languages, Health, Physical Education. State Regulation 4AAC 05.080 requires districts to establish a curriculum review cycle “The governing body of a district shall provide for the systematic evaluation of the district’s [its] curriculum on an ongoing basis with each content area undergoing review at least once every six years.” The current Board Policy states “The Board shall review each content area at least once every six years according to the schedule beginning 2001. Administrative recommendation is to update the curriculum review cycle in an Administrative Regulation (AR) so that the board policy does not have to be revised annually. Also included is the current cycle to ensure adopted materials align with NSBSD focus.

Nora Jane Burns MOVED that the NSBSD Board of Education ACCEPT the request for a one year pause in the adoption cycle to support Arts and Electives. Madeline Hickman SECONDED the motion. Discussion called. Question called. The motion CARRIED in a roll-call vote of seven yes, zero no.

**SECOND READING: BOARD POLICY 3430, MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS INVESTING/ INVESTMENT POLICY** is presented by Chief Financial Officer Fadil Limani. Under this memo number SB21-041, as prescribed in Board Policy 9311, Board Policies, the School Board recognizes that its most important function to establish policies that communicate its direction for the management and control of the schools. Policies are written statements adopted by the Board that communicate the guidelines and limits within which the Superintendent or designee and staff may take discretionary action. In addition, the respective Board policy that the Board encourages members of the community to contribute information and opinions for the Board’s consideration and propose revisions to policy. The adoption of policy shall conform to Board Bylaws governing agenda, meetings, and voting. Only those written statements adopted and recorded in the minutes shall constitute official Board Policy. 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. The Board may waive the second reading or may require additional readings. In an effort for the District to establish the structure of the Investment Accounts and allocate such financial resources for AMLIP and the Equity Portfolio, the Administration recommends a waiver of the second reading. The proposed changes to the policy has been reviewed by the District’s Investment Advisors (APCM.) This policy includes seven sections including the purpose of the policy, authority, changes to the investment policy and investment fund manager, short term investment guidelines, long term investment guidelines, performance benchmark, and safekeeping of assets. This policy is read as: 1.1 GENERAL INFORMATION - The purpose of this policy is to establish guidelines for the investment of the North Slope Borough School District’s funds in an effort to optimize its return on funds available for investment

through investment of cash balances in such a way as to minimize non-invested balances and to maximize return on investments consistent with the following principles: Legality - All investments shall be made in accordance with applicable federal, state and local laws including prudent money management practices. Safety – Preservation of principal shall be of highest priority. Preservation of principal in the portfolio of investments shall be ensured by diversification and other means of minimizing credit risk, including avoidance of concentration of credit risk, market risk and interest rate risk, and by thoroughly investigating and reviewing the performance of all investment providers. Liquidity - Investments shall remain sufficiently liquid to meet the District’s operating requirements that are reasonably anticipated. A fiscal year operations anticipated cash flow shall be developed so that investments can be made as early as possible, with maturities consistent with anticipated cash demands. Yield - Investments shall be made with the objective of attaining a market-average rate of return throughout the budgetary and economic cycles, taking into account investment risk constraints and liquidity needs.

**1.2 GENERAL STATEMENT OF POLICY** - The School Board believes that an effective investment program is important to the financial stability of the School District, therefore a key component to attaining its Vision, Mission and Financial Stewardship. Effective investment of the School District cash assets will enhance opportunities for leadership and staff to focus on building trusting relationships, personalizing services and continuous improvement of the School District operations. It is the policy of the School Board that the School District’s investment portfolio be managed in a manner designed to attain a market rate of return throughout budgetary and economic cycles while preserving and protecting capital in the overall portfolio. The School Board are fiduciaries and responsible for directing and monitoring the investment management of all District Funds. It is the policy of the School Board that employees involved in the investment process shall refrain from personal business activity that could conflict with execution of the investment program or which could impair their ability to make impartial investment decisions.

**SECTION TWO— AUTHORITY**

**2.1 INVESTMENT OFFICER** - The Chief Financial Officer is designated as the Investment Officer of the School District and is responsible for investment decisions and related activities. The Chief Financial Officer will work very closely with the Investment Advisors to routinely monitor market conditions, the investment portfolio content and rebalance the portfolio accordingly.

**2.2 INVESTMENT REVIEWS** - The Chief Financial Officer will review reports on investment performance and present the same to the Superintendent, the Finance Committee and the Board of Education on at least quarterly basis. The performance review for each investment will address actual income and cash generated by the investment including the rate of return.

**SECTION THREE—CHANGES TO INVESTMENT POLICY AND INVESTMENT FUND MANAGER**

**3.1 POLICY REVIEW AND AMENDMENTS** - The Chief Financial Officer in conjunction with the School Board shall review this policy at least annually to ensure its consistency with the objectives of income, growth and safety, and changes in applicable laws and financial trends. Any proposed amendments to the Investment Policy will be first presented to the Finance Committee and require approval by the Board of Education.

**3.2 INVESTMENT FUND MANAGER** The Investment Manager is responsible for providing investment services to the School District to include the evaluation, purchase and sales of securities. In this capacity, the Investment Manager shall invest the cash and securities from time to time allocated to it hereunder and deposited in the account, without distinction between principal and interest. The Investment Manager shall act as the North Slope Borough School District’s fiduciary, and will discharge its duties with respect to the investments solely in the interest of School District.

**SECTION FOUR— SHORT TERM INVESTMENT GUIDELINES**

**4.1 DISTRICT SHORT-TERM INVESTMENT CATEGORIES** - District short-term funds may be invested in the following categories: 1. United States government obligations. 2. Direct obligations of an agency or instrumentality of the United States of America, and obligations on which the timely payment of principal and interest is fully guaranteed by any such agency or instrumentality. 3. Repurchase agreements secured by obligations of the United States government, or an

agency or instrumentality of the United States government. 4. Negotiable certificates of deposit issued by a bank receiving the highest short term credit rating from two Nationally Recognized Statistical Rating Organizations. 5. Shares of a money market mutual fund or other collective investments fund registered under the Federal Investment Company Act of 1940, whose shares are registered under the Federal Securities Act of 1933. 6. The maximum maturity of any single security shall not exceed five years. The weighted average maturity of the portfolio shall not exceed 2.5 years. The average weighted quality of the portfolio must be at least AA/AA2.

4.2 CONCENTRATION LIMIT - The following limitations shall be observed in the investment of funds: 1. Instrument Category Maximum, Maximum per Single Issuer 2. U.S. Government obligations 100% 100% 3. Repurchase Agreements 100% 100% 4. U.S. Agency obligations 100% 50% 5. Bank Certificates of Deposit 50% 10% 6. Money Market Mutual Funds 100% 100%

SECTION FIVE— LONG TERM INVESTMENT GUIDELINES

5.1 ASSET ALLOCATION GUIDELINES - The asset allocation guides the investment manager in creating a portfolio that best reflects the risk posture, expected return, and other investment parameters described in this Investment Policy. In addition, the allocation constraints allow the investment manager to rebalance the portfolio at strategically advantageous times without administrative burdens. The allocation ranges also allow the investment manager to obtain higher investment returns and/or lower investment risks (within the constraints) in response to market conditions.

5.2 FUND LEVEL INVESTMENT GUIDELINES - The Fund will use low cost, efficient investment vehicles (index mutual funds and/or exchange-traded funds (ETFs)) for all equity exposure. For the fixed-income portion of the portfolio, the investment manager may use both mutual funds/ETFs or individual US dollar denominated investment grade fixed income securities. The Fund will achieve its objective via long-only, unlevered investments. The Fund is prohibited from engaging in short sales and margin transactions.

5.3 PRODUCT LEVEL INVESTMENT GUIDELINES - The Board will take a conservative posture on derivative securities in order to maintain a risk averse nature. Since it is anticipated that new derivative products will be created each year, it is not the intention of this document to list specific derivatives that are prohibited from investment, rather it will form a general policy on derivatives. The Board recognizes that derivatives may be utilized within investment products as a portfolio management tool. Derivative use and short exposure within a product are permissible when utilized for the purpose of creating or enhancing exposure to an asset class or implementation strategy. Due to the inherent characteristics of derivatives, embedded leverage is permissible when fully collateralized. Direct leverage or borrowing for the purpose of magnifying returns is prohibited. Exposure must be net long at all times.

5.4 STRATEGIC ASSET ALLOCATION – chart includes the Asset Class, Target, Minimum, and Max. Under Equity, is the U.S. Large-Cap Equity with a target of twenty-two percent, minimum of twelve percent, and thirty-two percent max; U.S. Mid-Cap Equity with a target of two percent, minimum of zero percent, max of five percent; U.S. Small-Cap Equity with a target of one percent, minimum of zero percent, and maximum of five percent; International Developed Equity with a target of eight percent, minimum of zero percent, max of fifteen percent; and Emerging Markets Equity with a target of two percent, minimum of zero percent, max of five percent. Under Asset Class Alternatives includes Real Estate and Infrastructure. For Real Estate, the target is two percent, minimum zero percent, and five percent max; for Infrastructure the target is three percent, minimum of zero percent, and max of six percent. For the Fixed Income, under U.S. Fixed Income is a target of thirty-five percent, minimum of twenty-five percent, and max of forty-five percent; For TIPS, the target is ten percent, minimum of five percent, and maximum of fifteen percent; For International Bonds, the target is five percent, minimum of zero percent, and minimum of ten percent; For Cash, the target is ten percent, minimum five percent, and fifteen percent maximum.

SECTION SIX— PERFORMANCE BENCHMARK, 6.1 PERFORMANCE – is listed as a chart including the asset class as previously mentioned with its corresponding performance benchmark in order as: Standard & Poor’s 500 Index, Standard & Poor’s 400 Mid-Cap Index; Standard & Poor’s 600 Small-Cap Index; MSCI EAFE Index; MSCI Emerging Markets Index; Standard & Poor’s US REIT Index; STOXX Global Board

Infrastructure Index; Bloomberg Barclay’s US Aggregate Bond Index; Bloomberg 0-5 Year Treasury Inflation Protected Securities Index; Bloomberg Barclays Global Aggregate ex-USD Float Adjusted RIC Capped Index; and FTSE 90 Day T-Bill Index. 6.2 INVESTMENT MANAGER PERFORMANCE REVIEW AND EVALUATION - Performance reports generated by the investment manager shall be compiled at least monthly and disseminated to the Board for review. The investment performance of the portfolio will be measured against the weighted blended target allocation listed in Table 1. Components of the portfolio will be measured against the specific benchmarks listed in Table 2. The performance reporting methodology of the investment manager shall be compliant with the CFA Institute's Global Investment Performance Standards (GIPS). Consideration shall be given to the extent at which the investment results are consistent with the investment objectives, goals and guidelines as set forth in this Investment Policy. The Board reserves the right to terminate an investment manager for any reason without cause including: 1. Investment performance that is significantly less than anticipated given the discipline employed and the risk parameters established, or unacceptable justification of poor investment results. 2. Failure to adhere to any aspect of this Investment Policy, including communication and reporting requirements. 3. Significant qualitative or quantitative changes to the investment management process or organization. SECTION SEVEN—SAFEKEEPING OF ASSETS, 7.1 CUSTODIAL ACCOUNTS - All investment products will be deposited in a custodial account of a major financial institution in good standing to ensure a robust system of checks and balances to satisfy fiduciary responsibility. Custodial duties include, but are not limited to, safekeeping of assets, producing monthly account statements, and acting as the master keeper of records, particularly as it pertains to the cost basis of assets.

Mary Jo Olemaun MOVED that the NSBSD Board of Education ADOPT the revised Investment Policy 3430, as read into the record at the last meeting and WAIVE the SECOND READING of the policy. Nora Jane Burns SECONDED the motion. Question called. The motion CARRIED in a roll-call vote of six yes, one no.

Mary Jo Olemaun – Yes	Nancy Rock – Yes	Madeline Hickman – Yes
Nora Jane Burns – Yes	Qaiyaan Harcharek – No	Robyn Burke – Yes
Muriel Brower – Yes		

**BOARD POLICY UPDATE: FIRST READING OF BOARD POLICY 3510, MAINTENANCE; BOARD POLICY 4112.10, EMPLOYMENT OF RETIRED TEACHERS; BOARD POLICY 5145.7, SEXUAL HARRASSMENT; AND BOARD POLICY 5146, MARRIED/PREGNANT/PARENTING STUDENTS** is presented by Board Secretary Chelsie Overby. As necessary, the district shall develop or revise policies and regulations in order to reflect new legislation and changing community views. Board Policy 3510, Maintenance, incorporates a new subsection in 4 AAC 31.080, which provides criteria for a preventative maintenance program of a school district eligible for state aid for school construction and major maintenance. This also includes a requirement to have periodic evaluation of commissioning existing facilities to a qualifying energy management plan. A cite to the regulation has been added. State statute AS 14.20.135 has been replaced by AS 14.20.136 with significant change to its requirements. For Board Policy 4112.10, Employment of Retired Teachers, authorizes the employment of retired teachers who are qualified to teach in those disciplines of specialties in which a shortage of teachers exists. To be hired as a retired teacher, a district must certify that the teacher and the district did not arrange before the teacher retired for re-employment and that the teacher has been retired for a certain number of days. The policy also defines the circumstances that constitute a shortage, and provides that a retired teacher contract may not exceed 12 consecutive months. Retired teachers employed under this policy do not receive the full panoply of teacher benefits, and continue to

receive retirement benefits from the state. Board Policy 5145.7, Sexual Harrassment and Board Policy 5146, Married/Pregnant/Parenting Students, incorporates the new regulations to the amended Title IX regulations effective as of August 14, 2020. This implements all aspects of the regulations, including, but not limited updated definitions of sexual harassment, equal treatment in responding to complaints of sexual harassment, an objective grievance process, and appropriate notice throughout. Board Policy 6114.4, Pandemic/Epidemic Emergencies, clarifies the Board's authority to delegate additional authority to the Superintendent as a response to a pandemic/epidemic, and sets forth actions the Superintendent may take, consistent with law. These Board Policies were reviewed by AASB, its Legal Counsel and the District's Legal Counsel.

Nora Jane Burns MOVED that the NSBSD Board of Education APPROVE the first reading of Board Policy 3510, Maintenance; Board Policy 4112.10, Employment of Retired Teachers; Board Policy 5145.7, Sexual Harassment; Board Policy 5146, Married/Pregnant/Parenting Students; and Board Policy 6114.4, Pandemic/Epidemic Emergencies, as described in memo number SB21-044 and attachments. Mary Jo Olemaun SECONDED the motion for UNANIMOUS CONSENT. No Objections were heard. The motion carried UNANIMOUSLY.

**INFORMATIONAL UPDATE OF ADMINISTRATIVE REGULATION 4161, EMERGENCY COVID-19 SICK AND FAMILY LEAVE; AND ADMINISTRATIVE REGULATION 5112.2, EXCLUSIONS FROM ATTENDANCE** is presented by Board Secretary Chelsie Overby. As necessary, the district shall develop or revise policies and regulations in order to reflect new legislation and changing community views. Administrative Regulation 4161, Emergency COVID-19 Sick and Family Leave is a temporary regulation that adopts the emergency sick leave and emergency family leave policies created by Congress in the Families First Coronavirus Response Act. It is scheduled to expire on December 21, 2020, unless extended by Congress. This regulation sets forth the leave entitlements guaranteed to employees as part of the act, and clarifies district responsibilities. The Administrative Regulation 5112.2, Exclusions from Attendance, modification to the student exclusion policy clarifies that a board may deny an admission for any reason permitted by statute, not only reasons related to physical or mental health.

**ASSOCIATION OF ALASKA SCHOOL BOARDS BOARD OF DIRECTORS NOMINATION** is presented by Board Secretary Chelsie Overby. There are five positions available for the AASB Board of Directors annually for a three-year term. There is one additional seat for a two-year term. All nominations must be received in the AASB office by October 9, 2020. Interested individuals should review the nominating procedures and be prepared to provide background information with a written statement on individual views relating to the appropriate role of the AASB, three major issues facing AASB in the near future, how AASB could better serve school boards, and ways AASB can help school boards meet board standards. Nominated individuals will be interviewed via ZOOM on Saturday, October 24, 2020. Nominations forms for the Board of Directors are accompanied by an AASB Directors Description adopted by the AASB Board to help nominees fully understand what the position entails. The AASB Board adopted a Code of Ethics to be read and acknowledged by the nominees that will also be signed and returned with the nomination forms.

Robyn Burke MOVED that the NSBSD Board of Education NOMINATE Muriel Brower to the Association of Alaska School Boards Board of Directors. Mary Jo Olemaun SECONDED the motion for UNANIMOUS CONSENT. No objections were heard. Question called. The motion carried UNANIMOUSLY.

**ASSOCIATION OF ALASKA SCHOOL BOARDS CARL ROSE GOVERNANCE AWARD** is presented by Board Secretary Chelsie Overby. The Carl Rose Governance Award is designed to reflect the nominee's involvement in the Boards Standards. The deadline for nomination submissions is October 9, 2020. In order to be eligible, a nominee must have served on their local board for at least four consecutive years; and must serve on a member board in good standing of AASB. Qaiyaan Harcharek and Nora Jane Burns is eligible to be nominated for their years on this School Board. Qaiyaan Harcharek's Term is from 2014-2020, totaling six years. Nora Jane Burns's term is from 2015-2021, totaling five years.

Nora Jane Burns MOVED to NOMINATE Qaiyaan Harcharek for consideration of the Association of Alaska School Boards Carl Rose Governance Award. Robyn Burke SECONDED the motion. Mary Jo Olemaun requested for UNANIMOUS CONSENT. No objections were heard. The motion carried UNANIMOUSLY.

**ASSOCIATION OF ALASKA SCHOOL BOARDS OUTSTANDING SCHOOL BOARD AWARD** is presented by Board Secretary Chelsie Overby. The deadline to submit nominations for the Outstanding School Board Award is October 9, 2020. Each year, the AASB Board recruit's nominations for the AASB Outstanding School Board Award for the presentation at the annual conference. The nomination requires formal Board action. Included in the documents was a list of School Boards with memberships to AASB.

Robyn Burke MOVED that the NSBSD Board of Education direct the Superintendent to prepare a nomination packet for the Northwest Arctic Borough School District for the Association of Alaska School Board's Outstanding School Board Award.

Mary Jo Olemaun MOVED to AMEND the motion to NOMINATE the North Slope Borough School District. No Second. The motion FAILED.

Nora Jane Burns SECONDED the Motion. Mary Jo Olemaun requested for UNANIMOUS CONSENT. No objections were heard. The motion carried UNANIMOUSLY.

**INFORMATIONAL, ENROLLMENT & WITHDRAWAL REPORT** includes the student count from K3-12 by each school site as: Nunamiut School, 92 students; Tikiġaq School, 264 students; Nuiqsut Trapper School, 169 students; Kali School, 117 students; Aġak School, 171 students; Harold Kaveolook School, 62 students; Meade River School, 81 students; Barrow High School, 298; Eben Hopson Middle School, 276; Fred Ipalook Elementary School, 591; Kiiita Learning Community, 22 students; and Qargi Academy, 16 students. The total student count for K3-12 is 2,162. The withdrawal count is as follows: Homeschool, 69; Transferred to another district in Alaska, 49; Transferred out of State, 11; and Other, 15, totaling 144.

**SCHOOL BOARD COMMENTS:** Board member Qaiyaan Harcharek advised the community to stay off the lagoons as Board member Madeline Hickman, Nancy Rock, and Nora Jane Burns advised administration to communicate their School Advisory Council meeting dates and time. Madeline Hickman requested administration to deliver their contact information to the Principal and the School Advisory Council members.

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

**DATE & TIME OF NEXT MEETING:** Wednesday, October 14, 2020 Special Meeting, ZOOM Video Communications. Thursday, November 12, 2020 Regular Meeting, ZOOM Video Communications.

**ADJOURNED AT 7:30 P.M.** Robyn Burke MOVED to adjourn. Madeline Hickman SECONDED the motion. The motion carried UNANIMOUSLY.

Respectfully submitted for the November 12, 2020 Regular Meeting:

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Clerk

\_\_\_\_\_  
Date