

NWABSD Board Committee Meetings and Board Worksession

Monday, April 25, 2022 8:30 AM

District Office Boardroom, 744 Third Ave., Kotzebue, AK 99752

1. Board Policy Committee Meeting at 8:30 a.m.	Presenter: Scott Lefebvre, Assistant Superintendent
2. Student Activities Committee at 10:00 a.m.	Presenter: Brett Slaathaug, Student Activities Coordinator
3. Budget Committee Meeting at 11:00 a.m.	Presenter: Megan Williams, Director of Administrative Services
3.A. Budget Committee Action Items	
3.A.1. Abstract Approval of Addendum to FY22 E-Rate Central Consulting Services	
3.A.2. Abstract Approval of FY23 E-Rate Central Consulting Services	
3.A.3. Abstract Approval of Purchase; Big Ray's - The Alaskan Outfitters	
3.A.4. Abstract Approval of Purchase; VersaFlex, Inc.	
3.A.5. Abstract Adoption of FY23 Proposed General Operating Budget	
3.A.6. Abstract Adoption of FY23 Proposed General Operating Budget	
4. Board Worksession at 1:00 p.m.	
4.A. Reports	
4.A.1. Capital Projects	Presenter: Kathy Christy, Manager
4.A.2. Property Services	Presenter: Craig McConnell, Director
4.A.3. Human Resources	Presenter: Janice Hadley, Director
4.A.4. Administrative Services	Presenter: Megan Williams, Director
4.A.5. Technology	Presenter: Amy Eakin, Director
4.A.6. Alaska Technical Center	Presenter: Karla Head, Director
4.A.7. Student Services	Presenter: Perrian Windhausen, Director
4.A.8. State/Federal Grants	Presenter: Joy Cogburn-Smith, Director
4.A.9. Curriculum/Instruction	Presenter: Dana Orton, Director
4.A.10. Assistant Superintendent	Presenter: Scott Lefebvre, Assistant Superintendent

5. **Advisory School Council Minutes**

Superintendent

Presenter: Terri Walker,
Superintendent

6. **Parent, Community, Indian Education, Johnson O'Malley & Tribal Consultation Meeting at 6:30 p.m.**

Presenter: Joy Cogburn-Smith,
Director of State and Federal Programs



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

Board Policy Committee Meeting District Office Boardroom Revised Agenda

April 25, 2022
8:30 a.m.

1. BP Revisions on the Board Meeting agenda for first reading are:
 - BB 9110 Bylaws of the Board, Board Membership
 - BP 3000 Concepts and Roles
 - BP 3270 Sales and Disposal of Books, Equipment, and Supplies
 - BP 3290 Gifts, Grants, and Bequests
 - BP 3300 Expenditure/Expending Authority
 - BP 3315 Relationships with Vendors
 - BP 3450 Money in School Buildings
 - BP 3510 Maintenance

2. Policies to review, formal Board adoption not required:
 - BP/AR 3100 Budget
 - BP 3260 Materials Fees
 - BP 3280 Sale or Lease of School Facilities or Real Property
 - BP 3400 Management of District Assets/Accounts
 - BP 3470 Fund Balance Classification
 - AR 3514.1 Hazardous Substances and Pesticides
 - AR 3515 School Safety and Security
 - BP 3530 Risk Management
 - BP 3542 Roles and Duties of Bus Drivers
 - BP 3554 Other Food Sales
 - BP 3580 District Records

Note: those listed above are under the Business and Noninstructional Operations series of the BP manual.

Committee Members: Carol Schaeffer, Alice Adams, Shannon Melton, and Cindy Fields

Assistant Superintendent: Scott Lefebvre
Secretary for Superintendent/Board: Jazmine Camp

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

To: Carol Schaeffer, Alice Adams, Shannon Melton, and Cindy Fields, Committee Members
From: Scott Lefebvre, Assistant Superintendent
RE: April 25, 2022 BP Committee Meeting at 8:30 a.m.

Board Policy Committee Outline

1. The following revisions are on the Board Meeting agenda for first reading.
- All under the 3000 Series: Business and Noninstructional Operations.
 - On the AASB's 2021 list for Board Policy (BP) revision. *All BP revisions require formal Board adoption.*

Policy #	Policy Title	Action Required	Action Taken
BB 9110	Bylaws of the Board, Board Membership	This request is for the Board to adopt, at first reading, the proposed revisions to BB 9110, Bylaws of the Board Membership. <i>Proposed revision is to add 1 additional Student Representative. The Board would like to recognize the importance of having two primary Student Board Representatives which allow them to support and collaborate with each other as they learn to work with the School Board.</i> <i>Board Bylaw (BB) 9311 states that the Board may waive the second reading and adopt at first reading to make the revisions effective immediately.</i>	
BP 3000	Concepts and Roles	This update clarifies the working relationship between the Board and Superintendent, as well stylistic edits to better reflect the Board's fiscal practices.	
BP 3270	Sales and Disposal of Books, Equipment, and Supplies	This update provides the Superintendent greater discretion to dispose of used District property, in an amount up to \$5,000.	
BP 3290	Gifts, Grants, and Bequests	To ensure appropriate oversight, this update establishes that all donations greater than \$1,000 shall be brought before the Board. It also states that the Superintendent may apply for special revenue grants.	
BP 3300	Expenditure/Expending Authority	This update removes the requirement that the Board approve or ratify <i>all</i> transactions. Transactions may still be subject to Board approval elsewhere in board policy.	
BP 3315	Relationships with Vendors	This update adds a conflict-of-interest provision for awards with federal funds.	
BP 3450	Money in School Buildings	This update strengthens best practices for the maintenance of liquid money in school buildings.	
BP 3510	Maintenance	This update provides greater clarity regarding the Superintendent's role in assuring proper inspection and maintenance of district buildings.	

BOARD MEMBERSHIP

Regular Members

The School Board shall consist of 11 members elected or appointed in accordance with law.

(cf. 9220 - Board Elections)

(cf. 9223 - Board Vacancies)

Student Board Members

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 Board members as deemed necessary.

Student Board members 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 sessions.

The Board of Education will develop procedures in conjunction with the Districtwide Student Council for the selection of ~~one (1)~~ **two (2)** student representatives and one (1) alternate student representative to the Board of Education. These representatives shall be advisory non-voting members to the Board.

(cf. 1220 – Citizen committees)

Legal Reference:

ALASKA STATUTES

14.08.091 Administration

14.12.030 School boards

14.12.040 Transition from five to seven member board

14.12.110 Single body as assembly and school board

14.14.070 Organization of school board

14.14.120 Inoperative district

14.14.250 - 14.14.310 Involvement of young people in government

29.20.300 School boards

Revised: March 07, 2017

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Adoption Date: May 23, 1995

BOARD POLICIES

The School Board recognizes that its most important function is to establish policies which communicate its direction for the management and control of the schools. Policies are written statements adopted by the Board which communicate the guidelines and limits within which the Superintendent or designee and staff may take discretionary action.

(cf. 2210 - Administrative Leeway in Absence of Board Policy)

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 with 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 addition to presenting drafts or suggestions for new policy and policy revisions when changes in law occur or when a specific need arises, the Superintendent or designee, shall maintain procedures for the continuous orderly review of existing policies at a time allocated for this purpose on the agenda of regular Board meetings. When policies are amended, the Superintendent or designee shall review corresponding administrative regulations to ensure that they conform to the intent of the revised policy.

When drafting or revising Board policies which affect other governmental agencies or areas of common interest, the Superintendent or designee shall seek input from these agencies and shall express the Board's desire to cooperate with them in addressing matters of mutual concern.

(cf. 1020 - Youth Services)

Legal Reference:

ALASKA STATUTES

14.14.100 *Bylaws and administrative rules*

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Adoption Date: May 23, 1995

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

CONCEPTS AND ROLES

BP 3000(a)

The School Board recognizes that [fiscal resources and fiscal management](#) comprise the foundational support of the entire school program. To make that support as effective as possible, the School Board intends to:

Deleted: money and money management

1. encourage advance planning through the best possible budget procedures
2. explore practical sources of [revenue](#)
3. guide the expenditure of funds so as to derive the greatest possible educational returns.
4. expect sound fiscal management from the administration
5. advocate a level of per student funding sufficient to provide quality education

Deleted: dollar income

The School Board desires to support the educational program with high standards of safety in the operation and maintenance of school facilities, equipment and services.

Role of The School Board

The School Board:

1. solicits public input on educational needs and utilizes that information in making budget decisions.
2. approves and adopts the annual budget and approves budget transfers.
3. is accountable for all district funds.
4. adopts written policies governing the purchase of supplies and equipment.
5. monitors all expenditures by receiving statements and approving payments.
6. [Receives and](#) reviews the annual audit of district accounts and business procedures.
7. [Provides for](#) an insurance program which complies with law and reflects prudent financial management.
8. provides for long-range plans to acquire or dispose of sites and to add, maintain and staff new facilities.

Deleted: adopts

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

CONCEPTS AND ROLES (continued)

BP 3000(b)

9. advocates and secures community support for additional financing when necessary.

Role of Superintendent or Designee

The Superintendent or designee:

1. prepares the detailed annual budget and presents it to the School Board for adoption.
2. administers the budget and keeps expenditures within approved limits.
3. enforces requisition and purchase order policies and regulations.
4. establishes control/inventory systems to account for district funds, supplies and equipment in accordance with law and School Board policy.
5. makes all financial reports required by law or School Board policy and prepares reports for public release.
6. analyzes the district's financial condition and presents the School Board with proposals for meeting financial needs [including budget revisions](#).
7. provides for the annual audit of district accounts and business procedures.
8. helps the School Board to establish an adequate insurance program.
9. maintains the district's noninstructional [and business](#) operations.

Working Relationships of the School Board and Superintendent or Designee

The Superintendent or designee shall recommend financial plans to the School Board in accordance with the district's [mission, vision, strategic](#) goals and objectives. [The Superintendent shall recommend financial plans and options](#) whenever district programs may be endangered by a lack of funds or when the continuation of district programs may result in an over expenditure of district funds.

Deleted: ,

The School Board desires complete information from the Superintendent or designee on all matters relating to the district's financial operations. The School Board shall closely [monitor](#) all district financial operations so that it may fully discharge its legal responsibilities with regard to school finance. [The School Board will work with the Superintendent to determine the timing and format of certain financial reports, so information is useful in decision making.](#)

Deleted: scrutinize

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

CONCEPTS AND ROLES (continued)

BP 3000(c)

(cf. 3460 - Financial Reports and Accountability)

Legal Reference:

ALASKA STATUTES

14.08.101 Powers (Regional School Boards)

14.08.111 Duties (Regional School Boards)

14.12.020 Support, Management and Control

14.14.060 Relationship between borough school district and borough

14.14.065 Relationship between city school district and city

14.14.090 Additional duties

[Revised 10/2021](#)

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

**SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES
(Personal Property)**

BP 3270

Note: Borough and city districts should check city and borough ordinances for requirements, if any, regarding sale of equipment.
--

The School Board recognizes that the district may own personal property which is unusable, obsolete, or no longer needed by the district and that the disposal of such property may be in the best interests of the district.

The Superintendent or designee shall identify to the School Board all inventoried personal property not needed by the district, together with the estimated value and recommended disposition. With School Board approval, the Superintendent or designee shall arrange for the sale or disposal of district personal property in accordance with state [and federal](#) law.

[Disposal of items with an estimated value of less than \\$5,000 will be left to the discretion of the Superintendent or designee.](#)

(cf. 3440- Inventories)

[Revised 10/2021](#)

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

GIFTS, GRANTS AND BEQUESTS

BP 3290

Note: This optional policy may be revised as needed to reflect district philosophy and needs.

The School Board greatly appreciates the support of community members and may accept suitable donations on behalf of the district. [All donations greater than \\$1,000 shall be brought before the Board. The Superintendent or designee may apply for special revenue grants.](#)

Deleted:

To be acceptable, a gift, [grant, or bequest](#) must satisfy the following criteria:

1. not begin a program which the School Board would be [unable](#) to continue when the donated funds are exhausted.
2. not entail undesirable or hidden costs, such as additional staff workload.
3. place no restrictions on the school program.
4. not be inappropriate or harmful to the best education of students.
5. not imply endorsement of any business or product.
6. not conflict with any provision of the School Board policy or public law.
7. have a purpose consistent with those of the district.

Deleted: unwilling

The School Board discourages any gifts which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students. Use of a gift shall not be impaired by restrictions or conditions imposed by the donor. The School Board will try to follow the donor's wishes insofar as they do not conflict with district philosophy or operations.

Upon acceptance by the School Board, all gifts, grants and bequests shall become school district property. At the Superintendent or designee's discretion, a gift may be used at a particular school.

(cf. 3430 - Investing)

(cf. 3440 - Inventories)

[Revised 10/2021](#)

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

EXPENDITURES/EXPENDING AUTHORITY

BP 3300

Note: The following sample policy should be revised as appropriate to reflect district philosophy and needs. A.S. 14.14.060 and 14.14.065 provide that the borough assembly/city council, with the consent of the borough/city school district, may by ordinance delegate to the school district responsibility for a centralized treasury and/or accounting system. A.S. 14.08.101 empowers regional school boards to establish their own fiscal procedures and exempts them from A.S. 36.30 (State Procurement Code) and A.S. 37.05 (Fiscal Procedures Act). A.S. 14.08.111 requires the regional school board to designate employees authorized to direct disbursements from school funds of the School Board.

The Superintendent or designee may purchase supplies, materials and equipment in accordance with law. Prior School Board approval is required for purchases over \$ _____.

Deleted: The School Board shall approve or ratify all transactions.

(cf. 3310 - Purchasing Procedures)

(cf. 3311 - Bids)

(cf. 3312 - Contracts)

(cf. 3460 - Financial Reports and Accountability)

Note: A.S. 14.17.225 requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The Superintendent or designee shall not authorize any proposed expenditure which 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.

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds)

The School Board shall not recognize obligations incurred contrary to School Board policy and administrative regulations.

Legal Reference:

ALASKA STATUTES

14.08.101 Powers (Regional school boards)

14.08.111 Duties (Regional school boards)

14.14.060 Relationship between borough school district and borough

14.14.065 Relationship between city school district and city

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

36.30. State Procurement Code

37.05 Fiscal Procedures Act

[Revised 10/2021](#)

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

RELATIONS WITH VENDORS

BP 3315(a)

Note: The following optional policy should be revised as needed to reflect district philosophy and needs and is intended to avoid situations wherein a conflict of interest exists or appears to exist. A.S. 11.56.100-11.56.130 defines the felony offense of receiving a bribe and the misdemeanor offense of receiving unlawful gratuities. Receiving a bribe includes soliciting or receiving a benefit with the intention or understanding that a public servant's decisions or actions will be influenced. Receiving unlawful gratuities includes soliciting a benefit of any value or accepting any benefit having a value of \$50 or more for performing an official act not entitled to any special or additional compensation.

No district employee or Board member shall accept personal gifts, commissions or expense-paid trips from individuals or companies selling equipment, materials or services required in the operation of district programs. Gifts include any gift purchased specifically for an employee which is not generally offered to other buyers.

This policy does not prohibit employees from accepting promotional or advertising items such as calendars, desk pads, notebooks and other office gadgets which are offered by business concerns free to all as part of their public relations programs.

District employees who work for or serve as consultants for potential vendors shall not participate in evaluating any equipment, materials or services of that vendor or its competitors.

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 9270 - Conflict of Interest)

This policy does not prohibit the Board from accepting materials and/or services which are of use and benefit to the district.

No employee, officer, or agent of the District may participate in the selection, award, or administration of a contract supported by federal funds if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm consideration for a contract. The employees, officers, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

Universal Service Program/E-Rate Vendors

Note: The following language should be adopted by those districts receiving E-rate discounts. Effective 2011, the FCC amended its E-rate program rules and adopted gift restrictions for schools and districts participating in E-rate. The receipt of gifts by applicants from service providers and potential providers is a competitive bidding violation. The gift prohibitions are always applicable, not just during the bidding process. Relevant school district personnel may not solicit or receive any gift or other thing of value from a service provider participating in or seeking to participate in the E-rate program. There are limited exceptions, including when the value of the item is worth \$20 or less, so long as items do not exceed \$50 per year per employee from any one service provider.

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

RELATIONS WITH VENDORS (continued)

BP 3315(b)

The District takes advantage of federal technology funding through the universal service program known as E-rate. E-rate participants may not, at any time, solicit or accept gifts or other things of value from an existing or potential E-rate service provider. Nominal gifts and refreshments may be allowed as authorized by the Superintendent or designee.

E-rate gift prohibitions apply to the School Board and to employees, consultants or contractors involved in the District's E-rate Program who: prepare, approve, sign, or submit E-rate applications, technology plans or other E-rate forms; prepare bids, communicate, or work with E-rate service providers, E-rate consultants, or the Universal Service Administrative Company; and those responsible for monitoring compliance with the E-rate program.

Charitable donations by service providers in support of the schools are permitted. These contributions may not be directly or indirectly related to E-rate procurement activities or decisions.

The Superintendent or designee shall develop guidelines to implement this policy in compliance with E-rate program rules.

(cf. 3290 - Gifts, Grants and Bequests)

Legal Reference:

CODE OF FEDERAL REGULATIONS

47 C.F.R. Part 54, subpart f, Universal Service Support for Schools and Libraries

ALASKA STATUTES

11.56.100-56.130 Bribery and related offenses

Revised [10/2021](#)

Deleted: 2/11

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Business and Noninstructional Operations

MONEY IN SCHOOL BUILDINGS

BP 3450

Money collected by individuals and organizations on behalf of the District shall be handled according to prudent business procedures. Monies collected up to \$_____ shall be recorded and deposited weekly. Over \$_____ will be deposited daily. The individual recording the receipt of funds should not be the same individual who maintains custody of funds in the safe or other secured place. Whenever possible, two individuals should count funds and sign together. Any money left overnight in schools shall be kept in locked locations provided for safekeeping of valuables.

Deleted: district employees and student

Deleted: All money collected shall be receipted and accounted for and directed without delay to the proper location of deposit.

Revised 10/2021

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

MAINTENANCE

BP 3510

Note: In order to qualify for a capital improvement project grant or debt reimbursement under AS 14.11.011, a school district must have in effect a preventive maintenance plan. This plan: 1) must include a computerized maintenance management program, cardex system, or other formal systematic means of tracking the timing and costs associated with planned and completed maintenance activities, including scheduled preventive maintenance; 2) must address energy management for buildings owned or operated by the district; 3) must include a regular custodial care program for buildings owned and operated by the district; 4) must include preventive maintenance training for facility managers and maintenance employees; and 5) must include renewal and replacement schedules for electrical, mechanical, structural, and other components of facilities owned and operated by the district. Additionally, the district must be adequately adhering to the preventive maintenance plan.

The School Board recognizes the importance of timely maintenance and repair of district facilities, property and equipment in ensuring the safety of students and employees, in protecting state and local investment, in providing necessary loss control, and in helping to ensure the availability of capital funding. A preventive maintenance plan shall be in effect which includes custodial care, scheduled preventive maintenance, and energy management for district buildings. The Superintendent or designee shall ensure a systematic means of tracking the timing and costs associated with maintenance activities; shall direct the preparation of renewal and replacement schedules for electrical, mechanical, structural, and other components of district facilities; and shall provide for preventive maintenance training for facility managers and maintenance employees.

(cf. 3511 - Energy Conservation)

(cf. 3514 - Environmental Safety)

(cf. 3515 - School Safety and Security)

(cf. 5142 - Safety)

[The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its energy consumption goals.](#)

All school buildings and equipment shall be regularly inspected to assure that all are maintained at the highest level of safety. Employees are responsible for promptly reporting to their supervisor any damage to district property or equipment.

Legal Reference:

ALASKA STATUTES

14.11.011 Grant applications

14.11.100 State aid for costs of school construction debt

[Revised 10/2021](#)

Deleted: Added 1/03

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)
Business and Noninstructional Operations

AASB POLICY REFERENCE MANUAL
9/92

2. Policies to review, *does not require formal Board adoption* (under the 3000 Series: Business and Noninstructional Operations):

Policy #	Policy Title	Action Required	Action Taken
BP/AR 3100	Budget	This update clarifies the working relationship between the Board and Superintendent, as well stylistic edits to better reflect the Board's fiscal practices.	
BP 3260	Materials Fees	This update provides the Superintendent greater discretion to dispose of used District property, in an amount up to \$5,000.	
BP 3280	Sale or Lease of School Facilities or Real Property	To ensure appropriate oversight, this update establishes that all donations greater than \$1,000 shall be brought before the Board. It also states that the Superintendent may apply for special revenue grants.	
BP 3400	Management of District Assets/Accounts	This update removes the requirement that the Board approve or ratify <i>all</i> transactions. Transactions may still be subject to Board approval elsewhere in board policy.	
BP 3470	Fund Balance Classification	This update strengthens best practices for the maintenance of liquid money in school buildings.	
AR 3514.1	Hazardous Substances and Pesticides	This update provides greater clarity regarding the Superintendent's role in assuring proper inspection and maintenance of district buildings.	
AR 3515	School Safety and Security	This update strengthens best practices for security and safety in school buildings. As an AR, this update does not require board approval.	
BP 3530	Risk Management	This update emphasizes Board intent to maintain a robust risk management program.	
BP 3542	Roles and Duties of Bus Drivers	This update retitles BP 3542 to recognize that it applies to bus drivers.	
BP 3554	Other Food Sales	This update makes the food sale policy inclusive of all District programs.	
BP 3580	District Records	This update incorporates reference to AS 40.21.070, Records Management for Local Records.	

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

BUDGET

AR 3100

Public Hearing and Availability of Proposed Budget

The proposed budget, showing expenditures, cash balances and all revenues, shall be made available for public inspection before the public hearing date.

The Board shall hold a public hearing on the proposed budget for the purpose of permitting any district resident to appear and speak to the budget or any item on the budget.

Adoption of the Budget

The adoption of the budget shall not take place until the public hearing is concluded. The district budget shall conform to state regulations regarding form and content.

Note: The following paragraph applies to borough and city school districts and may be expanded as appropriate. If the borough assembly /city council doesn't respond within 30 days the amount submitted is automatically approved.

By May 1, [or at an earlier date if required by local ordinance](#), the Board shall adopt and submit an annual budget to the [borough assembly/city council](#) for approval of the local contribution of revenue to the school district. If budget revisions are necessary based on the amount of local contribution to the schools approved by the [borough assembly/city council](#), [enrollment changes](#), [or other budget change](#), the Board shall conduct a public hearing prior to adopting a revised budget. (A.S. 14.14.060/14.14.065)

Note: The following paragraph reflects the requirements of 4 AAC 09.110 and 4 AAC 09.120 regarding state approval of the district budget.

By July 15, the adopted budget shall be submitted to the state department of education for approval. The state commissioner may reject the district budget if it is not in the form required by the state, is not balanced, does not meet local effort requirements of law, or does not otherwise meet the requirements of AS 14.17.910. If rejected by the state, the district is not eligible for state aid under AS 14.09 or AS 14.17 until the district has submitted a revised budget that has been approved by the department. If the budget contains a prior year fund balance as revenue, the budget shall be revised and resubmitted if the annual audit shows the fund balance to be less than projected. (4 AAC 09.110/09.120/09.130)

Revised [10/2021](#)

Deleted: 3/2017

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

BUDGET

BP 3100

Note: Pursuant to A.S. 14.12.020, Regional Educational Attendance Areas are maintained by the state. Borough and city school districts are funded through local contributions authorized by the borough assembly or city council and state apportionments based on the amount of local contributions as defined in A.S. 14.17.410. A.S. 14.17.900 requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The School Board shall establish and maintain a balanced budget. [The School Board shall adopt an annual budget which is compatible with the district's mission, vision, strategic plan, and Board goals and objectives.](#)

(cf. 0200 - Goals for the School District)
(cf. 3460 - Financial Reports and Accountability)

The district budget shall be prepared annually from the best possible estimates of revenues and expenditures. The Superintendent or designee shall determine the manner in which the budget shall be prepared and shall schedule the budget adoption process in accordance with legal time requirements. [The Board shall take public input](#) prior to the adoption of the budget or a revised budget. [A public hearing shall be held prior to the adoption of the budget or a revised budget.](#)

Note: The following optional paragraph provides for early public input and may be revised as desired.

[Public input early in the budget preparation process is encouraged.](#) [A](#) budget advisory committee, composed of members of the community and staff, [which](#) shall review the proposed budget at regular intervals during its preparation and shall report its findings and recommendations to the School Board, [is recommended.](#)

(cf. 1220 - Citizen Advisory Committees)

Legal Reference:

ALASKA STATUTES

14.07.030 Powers of state department
14.07.170 Additional powers and duties of state board
14.12.020 Support, management and control
14.14.060 Relationship between borough school district and borough
14.14.065 Relationship between city school district and city
14.17.300 - 14.17.990 Financing of public schools

ALASKA ADMINISTRATIVE CODE

4 AAC 09.006 - 4 AAC 09.050 State Aid
4 AAC 09.110 - 4 AAC 09.990 School Operating Fund

Revised [10/2021](#)

Deleted: The School Board shall adopt an annual budget which is compatible with district goals and objectives.

Deleted: A public hearing shall be held

Deleted: In order to receive p

Deleted: ,

Deleted: a

Deleted: 1/03

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

MATERIALS FEES

BP 3260

The School Board will make every effort to provide the [resources](#) needed to maintain the desired instructional program so that teachers, students, and parents/guardians do not feel compelled to provide such items and school fund raising activities are minimized. The sale of any school supplies or materials must be authorized by the Superintendent or designee.

Deleted: instructional equipment, books and materials

Deleted: or the School Board.

(cf. 1321 - Soliciting Funds from and by Students)

[Revised 10/2021](#)

SALE OR LEASE OF SCHOOL FACILITIES OR REAL PROPERTY

BP 3280

Note: Pursuant to A.S. 14.14.060 and 14.14.065, the borough assembly and city council are empowered to determine the location of school buildings. The regional school board may obtain title to school lands and buildings from the state pursuant to A.S. 14.08.151. The following sample policy may be revised or deleted as appropriate.

The School Board shall dispose of, or recommend to the [municipality, borough, or](#) state the disposal of, school facilities or real property whenever it is apparent the district will have no future use for it. If unused property will be needed at some future time, the School Board may lease, or recommend to the [municipality, borough, or](#) state the lease of, such property. Any sale or lease of school facilities or real property will conform to the provisions of law.

(cf. 1330 - Use of School Facilities)

The School Board encourages public participation in the determination of school facility needs.

(cf. 1220 - Citizen Advisory Committees)

Legal Reference:

ALASKA STATUTES

14.07.030 Powers of state department

14.08.101 Powers (Regional school boards)

14.08.151 Land and buildings

ALASKA ADMINISTRATIVE CODE

4 AAC 32.085 Disposal of abandoned or obsolete property

[Revised 10/2021](#)

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

MANAGEMENT OF DISTRICT ASSETS/ACCOUNTS

BP 3400

Note: 4 AAC 06.120 lists state adopted basic guides for public school accounting systems and the annual audit and requires that districts implement procedures consistent with these guides.

Accounting Systems

The Superintendent or designee shall provide ongoing internal accounting controls and a means for the accounting of [revenue](#) and expenditures as outlined in the adopted budget.

Deleted: income

(cf. 3440 - Inventories)

Audits

Note: A.S. 14.14.050 requires an audit by October 1 of each year. The School Board is not required to provide for an audit if an audit is conducted pursuant to A.S. 29.35.110.

The School Board shall provide for an annual audit of [all](#) district accounts by an [independent](#) public accountant who has no personal interest in district fiscal affairs. The audit shall be conducted in accordance with the requirements of [federal and](#) state regulations.

Note: Pursuant to A.S. 14.17.505, if the state department's review of the district's audit finds that the district's unreserved portion of its school operating fund year-end balance exceeds 10% of its expenditures for that year, the amount greater than 10% is deducted from state foundation aid for the current year.

Legal Reference:

ALASKA STATUTES

14.08.111 Duties (Regional school boards)

14.14.050 Annual Audit

14.14.060 Relationship between borough school district and borough

14.14.065 Relationship between city school district and city

14.17.505 Fund balance in school operating fund

ALASKA ADMINISTRATIVE CODE

4 AAC 06.120 Accounting and audit manuals, charts of accounts, code descriptions

4 AAC 06.121 Annual financial reporting requirements

4 AAC 09.130 School district audit

4 AAC 09.160 Fund balance

Revised [10/2021](#)

Deleted: 1/09

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

AASB POLICY REFERENCE MANUAL
9/92

FUND BALANCE CLASSIFICATION

BP 3470(a)

Note: This policy is consistent with the requirements of the Government Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. The policy allows a school board to have greater control over the district's fund balances by addressing the order of spending.

Neither this policy nor GASB Statement No. 54 preclude the calculation required to be made in the Auditor's Report on Fund Balance Compliance as required by 4 AAC 06.121(5)(A).

The Board desires to establish a fund balance classification policy tailored to the needs of the School District in a manner consistent with governmental accounting standards. As provided for in Governmental Accounting Standards Board (GASB) Statement No. 54, the Board identifies the order of spending unrestricted resources applying the highest level of classification of fund balance, while honoring constraints on the specific purposes for which amounts in those fund balances can be spent.

It is the responsibility of the Superintendent or designee to make recommendations to the Board regarding fund balance designations. Formal Board action is required to establish, modify, and/or rescind a committed fund balance amount.

Fund Balance Classifications

Fund balances will be classified as follows:

- A. Nonspendable fund balance – The nonspendable fund balance classification includes amounts that cannot be spent because they are either: (a) not in spendable form; or, (b) legally or contractually required to be maintained intact. This includes items not expected to be converted to cash, including inventories, prepaid expenses, supplies, and long-term receivables, and the principal of a permanent fund.
- B. Restricted fund balance – The restricted fund balance classification is utilized when constraints (restrictions) placed on the use of resources are either: (a) externally imposed by creditors, grantors, contributors, or governmental laws or regulations; or, (b) imposed by law through constitutional provisions or enabling legislation. This includes “categorical balances.”
- C. Committed Fund Balance – The committed fund balance classification reflects amounts that can only be used for specific purposes determined by formal action of the Board. Commitments may be removed or changed by formal Board action. [This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.](#) Any remaining excess fund balance in a special revenue or capital projects fund at fiscal year end shall be a committed fund balance and designated for the intended purpose of that special revenue or capital project fund. Such fund balances shall be carried over to the ensuing fiscal year as Committed Fund Balance.

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

FUND BALANCE CLASSIFICATION (continued)

BP 3470(b)

- D. **Assigned Fund Balance** – The assigned fund balance classification reflects amounts intended to be used by the district for specific purposes. Intent can be expressed by the Board or by the Superintendent, having been designated such authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed.
- E. **Unassigned Fund Balance** – The unassigned fund balance classification is the residual classification for the general fund and includes all amounts not contained in the other classifications. Positive unassigned amounts will be reported only in the general fund. If another governmental fund, other than the general fund, has a fund balance deficit, then it will be reported as a negative amount in the unassigned classification of that fund.

Deleted: Thus, the assigned fund balance classification is the residual classification for the special revenue, debt service, capital projects and/or permanent funds (unless that amount is negative, which requires classification as unassigned fund balance).

Spending Prioritization

The order of spending regarding the restricted and unrestricted fund balances, when an expenditure is incurred for which both restricted and unrestricted fund balance is available, should first reduce restricted fund balance and then unrestricted fund balance. The order of spending regarding unrestricted fund balance is that committed amounts should be reduced first, followed by the assigned amounts, and then the unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

The Board authorizes the Superintendent to assign amounts to a specific purpose in compliance with GASB 54. An unassigned fund balance should also be reported in the order of spending unrestricted resources, but is not restricted or committed.

Legal Reference:
[DEED Uniform Chart of Accounts](#)

Added [10/2021](#)

Deleted: 3/2012

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operation

PESTICIDE APPLICATION

AR3514.1(a)

The [Superintendent or designee](#) shall be responsible for ensuring that the following procedures are followed before application of a pesticide to an area of [District property](#) that is used by or is accessible to children.

Deleted: Principal/Site Administrator

Deleted: i

Deleted: he school

Note: Districts and schools are permitted to develop a registration system to provide notification of pesticide application only to those parents who wish to receive the notification. If a registration system is not used, all parents of students at the applicable school site must receive notice prior to each pesticide application. 18 AAC 90.625.

Annual Registration for Notice of Pesticide Application

The [Superintendent or designee](#) shall provide written notice to parents/guardians at the beginning of each school year, or upon a child's enrollment, that pesticides may be used in or around [district property](#). The notice shall explain how a parent may register to receive notification at least 24 hours prior to a pesticide treatment.

Deleted: Principal/Site Administrator

Deleted: the school

Notice

Note: If the notice is given in writing, it may not be included with any other notice being provided to parents or guardians on another matter. 18 AAC 90.625(d).

At least 24 hours prior to application of a pesticide, parents/guardians who have registered, as specified above, shall be provided individual notice delivered by phone, [in person](#), electronic mail, U.S. mail, or facsimile. The notice must contain the following information:

Deleted: face to face oral communication

(1) a description of the area where the pesticide will be applied;

(2) the date and approximate time of application; if the application will be outdoors, the notification must include three dates in chronological order in case the preceding date is canceled due to weather;

(3) the common or brand name of each pesticide to be used;

(4) the targeted pests to be controlled by the pesticide;

(5) each active ingredient in the pesticide;

(6) the EPA registration number;

(7) the telephone contact number, if any, on the label of the pesticide for additional information about each pesticide; and

(8) a contact name and telephone number at the school.

PESTICIDE APPLICATION (continued)

AR 3514.1(b)

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operation

Posting

Immediately before starting the application of a pesticide, the certified applicator shall post an 8 1/2 x 11-inch sign in the area of the school where the pesticide is to be applied. The [Superintendent or designee](#) shall ensure the sign remains posted and children are kept out of the treated area until the reentry interval on the label, if any, has expired; or, if the label does not specify a reentry interval, for at least 24 hours. The sign must be in the form specified by the Department of Environmental Conservation.

Deleted: Principal/Site Administrator

If pesticides are used outside the school term and the school is open to or accessible by the public, the notification required under this section must be prominently posted in a conspicuous location on the school premises at least 24 hours before the pesticide treatment is scheduled to begin [and for at least 24 hours after application](#).

Emergency Application

The [Superintendent or designee](#) may authorize an immediate pesticide treatment without prior notification to registered parents if the [Superintendent or designee](#) determines an emergency exists. An emergency includes an immediate and unanticipated threat to the health and safety of individuals [on District property](#). An emergency does not exempt the [District](#) from the posting requirements, [to the extent possible](#).

Deleted: Principal/Site Administrator

Deleted: administrator

Deleted: the

Deleted: at the

Deleted: school

Deleted: school

Applications Not Requiring Notice or Posting

[The SDS and/or DEC regulations should be consulted before determining that a pesticide does not require notification or posting](#). The following pesticide applications are not subject to the notification or posting requirements of this regulation:

- (1) applications of antimicrobial pesticides;
- (2) an application where the school remains unoccupied for a continuous 72 hour period following the application of the pesticide;
- (3) applications of rodenticides in tamper resistant bait stations or in areas inaccessible to children;
- (4) applications of silica gels and other ready-to-use pastes, foams, or gels that will be used in areas inaccessible to children.

Required Record Keeping

The [Superintendent or designee](#) shall keep records of pesticide applications subject to the notification and posting requirements of this regulation. Records must include

Deleted: Principal/Site Administrator

PESTICIDE APPLICATION (continued)

AR 3514.1(c)

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operation

(1) a copy of each notice issued, or, if no notice is issued for an emergency application, all the information required in a notice had one been issued;

(2) the date of application;

(3) the name and employer of the individual who applied the pesticide, including the individual's certification number;

(4) the rate of application;

(5) the concentration of the pesticide applied; and

(6) the total amount of pesticide used.

Records of pesticide application must be made available to the Department of Environmental Conservation and to the public for review.

[Revised: 10/2021](#)

Deleted: Added 1/03

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

SCHOOL SAFETY AND SECURITY

AR 3515(a)

Note: The following sample regulation may be revised or deleted.

The [Superintendent or designee](#) shall establish procedures to:

Deleted: school principal

1. minimize fire hazards
2. reduce the probability of faulty equipment
3. guard against the chance of electrical shock
4. maintain [physical](#) records and funds in a safe place
5. protect against vandalism and burglary
6. assign responsibility for use of school building keys
7. maintain locked buildings during non-business hours
8. provide routine patrolling of the schools and school grounds
9. secure outdoor areas and reduce the number of entrances which give access to the schools, by means such as fencing or landscaping

Incidents of illegal entry, theft of school property, vandalism, and damage to school property from other causes shall be reported by phone to the Superintendent or designee as soon after discovery as possible. A written report of the incident shall be made within 24 hours.

Keys

[Key refers to any object or process that allows access to a locked room or building. Keys may include a physical key, an electronic badge, electronic passcode, electronic key card, or other technology not yet developed.](#)

All keys used in [district buildings](#) shall be the responsibility of the principal [or building administrator](#). Keys shall be issued only to those employees who regularly need a key in order to carry out normal activities of their position.

Deleted: a school

Each principal shall set up a record keeping system so as to know at all times the location of all keys. The master key shall not be loaned.

Employees who have keys shall be responsible for the security of the room, gate or building involved. They shall lock all doors and windows and turn off all lights, air conditioning, heat, appliances etc., when leaving the room or building.

SCHOOL SAFETY AND SECURITY (continued)

AR 3515(b)

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

The duplication of keys is prohibited. The person issued a key shall be responsible for its safekeeping. If a key is lost, the person responsible shall report the loss to the principal [or building administrator](#) immediately and shall pay for a duplicate key. Duplicate keys may be obtained only through the district office.

Deleted: school

Deleted: business

Keys shall be used only by authorized employees and shall never be loaned to students.

School Ground Security

Note: The following paragraph is optional.

The principal may appoint a security advisory committee composed of parents/guardians, students and staff. This committee shall examine the school's degree of security and existing site procedures for emergencies in order to recommend measures by which security may be enhanced and site procedures expanded or improved.

[Revised 10/2021](#)

[WORKSHEETS for the district policy committee:](#)

[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

RISK MANAGEMENT

BP 3530

Note: A.S. 14.03.150 requires districts to maintain adequate property insurance for replacement cost of district facilities and equipment. 4 AAC 31.200 requires that Regional Education Attendance Areas include the state as an additional insured on property loss insurance. The following sample policy may be revised as needed.

[The School Board desires to maintain a program of risk management to protect district property and resources against harm or loss by identifying risks and administering a program designed to minimize and/or prevent losses. The risk management schedule shall include, but not be limited to:](#)

1. Property Loss Insurance (buildings and equipment)
2. Workers Compensation Insurance
3. Liability Insurance

(cf. 4154 - Personnel Insurance/Health & Welfare Benefits)

(cf. 5143 - Students/Insurance/Athletic Insurance)

Note: A.S. 14.08.091 requires that the officer of the regional school board responsible for custody of district funds file a bond for \$50,000 with the State Commissioner. A.S. 14.14.020 requires that districts or municipalities obtain a bond not to exceed \$50,000 before the officer responsible for district moneys begins his/her duties, unless the officer has already been bonded pursuant to A.S. 29.20.610, and that the bond be filed with the clerk of the school board.

The district officer responsible for the custody of district moneys and property shall be bonded as required by law. The School Board may require the bonding of employees holding positions which have extensive access to property and money.

[The Alaska Statutes and Administrative Codes listed herein outline the minimum requirements.](#)

Legal Reference:

ALASKA STATUTES

14.03.150 [Property Insurance required](#)

14.08.091 [Organization; oath and bond](#). (Regional Education Attendance Areas)

14.11.011 [Grant applications](#)

14.12.115 [Indemnification](#)

14.14.020 [Bond required](#)

21.76.010-21.76-900 [Joint insurance arrangements](#)

ALASKA ADMINISTRATIVE CODE

4 AAC 31.200 [Loss protection required](#)

4 AAC 31.205 [Self-insurance programs](#)

4 AAC 31.210 [Deductible amounts](#)

4 AAC 31.215 [Proceeds](#)

4 AAC 31.220 [Proof of insurance](#)

4 AAC 31.225 [Failure to procure insurance](#)

[Revised: 09/2021](#)

Deleted: The School Board desires to protect district resources by maintaining a program of risk management including, but not be limited to:

Deleted:

Deleted:

Deleted: Administration

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)
Business and Noninstructional Operations

AASB POLICY REFERENCE MANUAL
9/92

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

ROLES AND DUTIES OF [BUS DRIVERS](#)

BP 3542

Deleted: EMPLOYEES

Authority of School Bus Drivers

Students transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway or road.

(cf. 5131.1 - Bus Conduct)

All bus drivers shall receive training as mandated by law. They also shall be familiar with and adhere to district policies and regulations relating to student transportation.

Note: State law, AS 28.35.161, prohibits texting while driving. Option 1 sets forth this legal requirement. Option 2 prohibits the use of all personal phones and devices while driving or performing professional duties.

Option 1:

Bus drivers are prohibited from utilizing a cell phone or other portable electronic device to read or type text messages or other non-voice communications while driving.

Option 2:

Bus drivers are prohibited from using personal cell phones or other personal electronic devices at all times while driving and while performing other professional duties. Use of district provided phones or electronic equipment shall be in compliance with district procedures. Bus drivers are prohibited from utilizing a district issued cell phone or other portable electronic device to read or type text messages or other non-voice communications while driving.

Legal Reference:

ALASKA STATUTES

28.15.046 *Licensing of school bus drivers*

28.35.161 *Use of electronic devices while driving; unlawful installation of television, monitor, or similar device*

ALASKA ADMINISTRATIVE CODE

4 AAC 27.200 *Approved school bus driver training courses*

4 AAC 27.210 *Certification of instructors*

4 AAC 27.220 *Minimum standards for school bus driver training courses*

4 AAC 27.230 *Issuance of school bus driver certificates under 4 AAC 27.200 (c)*

4 AAC 27.235 *Revocation of school bus driver training course approval*

4 AAC 27.240 *Revocation of instructor certificate*

Revised [10/2021](#)

Deleted: 3/2013

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business & Non-Instructional Operations

OTHER FOOD SALES

BP 3554

Deleted:

Deleted: →

The Board believes that all food available at school should contribute to the development of sound nutritional habits and should reflect concern for the health and well-being of our students.

During School Day

Between the hours of 12:00 AM and 30 minutes after the conclusion of the instructional day, the Superintendent or designee may permit food and beverage sales by student or adult entities or organizations provided that these sales meet the requirements of the National School Lunch Act, Nutrition Standards for All Foods Sold in Schools, also known as Smart Snacks in School, [or other District programs](#), do not impair the food service's ability to be financially sound, and observe appropriate sanitation and safety procedures.

(cf. 5040 – Student Nutrition and Physical Activity)

(cf. 6163.4 – School Gardens, Greenhouses and Farms)

Outside of School Day

From 30 minutes after the conclusion of the instructional day until 12:00 AM, the Superintendent or designee may permit food and beverage sales by student or adult entities or organizations provided that these sales comply with state and federal regulations and observe appropriate sanitation and safety procedures.

(cf. 1321 - Solicitations of Funds from and by Students)

Legal Reference:

UNITED STATES CODE

Richard B. Russell National School Lunch Act, 42 U.S.C. 1751-1769j

Child Nutrition Act of 1996, 42 U.S.C. 1771-1793

CODE OF FEDERAL REGULATIONS

7 C.F.R. Parts 210 and 220, National School Lunch Program and Breakfast Program

FEDERAL REGISTER

Nutrition Standards for All Foods Sold in Schools ("Smart Snacks in School"), Vol. 78, No. 125, Part II, Department of Agriculture (2013)

Revised [10/2021](#)

Deleted: 4/2014

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)
Business & Non-Instructional Operations

9/92

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

DISTRICT RECORDS

BP 3580(a)

Note: Alaska Statute 40.21.070 requires districts to follow the state records management and retention program to the extent practical. In 2007, the Department of Education and Early Development updated its 1992 publication relating to records retention practices for school districts. The newly updated *Model Records Retention Schedule for Alaska School Districts* lists and describes most records that school districts administer and recommends minimum retention guidelines, irrespective of the media utilized. The schedule is only a guide and districts may establish their own varying schedules to meet specific school or community needs or practices.

School district records shall be developed, maintained and disposed of according to the 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.

The School Board authorizes the destruction of records having no legal or administrative value or historical interest, following retention for those periods described in the records retention schedule.

Note: Alaska Statute 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, the disposal of "routine records." The District should establish regulations defining its routine records, and time limits for retention of all records.

[WORKSHEETS for the district policy committee:](#)
[DISCARD WHEN FINISHED](#)

Business and Noninstructional Operations

DISTRICT RECORDS

BP 3580(B)

OPTION 1:

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 regulations shall include retention periods for district records, as appropriate to the record involved.

OPTION 2:

The School Board adopts as its Records Management System the Model Records Retention Schedule for Alaska School Districts. The Superintendent or designee will implement a records management program consistent with this Schedule.

The Superintendent or designee shall ensure the confidentiality of district records as permitted or required by law. All district employees must guard against improper disclosure of confidential and personally identifiable information.

(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 which go into effect for funding year 2004. 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 Reference:

ALASKA STATUTES

40.25.120-40.25.220 Public Records Act

14.03.115 Parental Access

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

40.21.010-40.21.140 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. § 1232 g & 34 CFR Part 99 – Family Educational Rights & Privacy Act

Revised [10/2021](#)

Deleted: 1/09



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 Student Activities Committee Meeting Conducted via Microsoft Teams & Teleconference **Agenda**

**April 25, 2022
1:00 P.M.**

I. Alaska Schools Activities Association Update – Craig McConnell

II. Battle of the Books (K-2 Results)

Kindergarten
1st Place: JNES

1st grade
1st Place: Deering Christopher
2nd Place: JNES Huskies
3rd Place: JNES Unicorns

2nd Grade
1st Place Deering Northern Lights
2nd Place JNES Huskies
Tied for 3rd SHG Eagles and IAN Lynx

III. State Spelling Bee Results

1st Place: KMHS – Taylor Sheldon with 40 correct words ****State Qualifier**
Wed, Mar 23 Alaska State Spelling Bee

IV. MS Basketball Tournament

Boys: 7 Teams: BKC, IAN, KVL, OTZ 1, OTZ 2, WTK, & ORV
Girls: 7 Teams: BKC, IAN, KVL, OTZ 1, OTZ 2, WTK, & ORV
COED: 4 Teams: ABL, DRG, WLK, & SHG

Committee Members: Tillie Ticket, Joanne Harris, Lawrence Jones, Sr., and Alice Adams
Student Activities Coordinator: Brett Slaathaug
Region 1 NWABSD Member: Craig McConnell

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.

V. Sr. Native Youth Olympics Results
April 8/9 District NYO Meet @ Kotzebue

NWABSD State NYO Team:

Ambler Roster

1. Chelsy Woods (Kneel Jump, Wrist Carry, Alaskan High Kick, Scissor Broad Jump)
2. Nellie Cleveland (Coach)

Deering Roster

1. Raymond Moto (Kneel Jump)
2. Kevin Moto (Coach)

Kiana Roster

1. Freddie Reed (Wrist Carry, Eskimo Stick Pull, Indian Stick Pull, Seal Hop)
2. Wendy Barr (1-Foot High Kick)
3. Randy Gillet (Coach)

Kotzebue Roster

1. Steven Barger (Alaskan High Kick, 2-Foot High Kick, 1-Foot High Kick)
2. Devin Fields (Wrist Carry)
3. Brian Stalker (Coach)

Noatak Roster

1. Floyd Mills Jr. (Scissor Broad Jump)
2. Jazzlyn Ballot (Eskimo Stick Pull, Indian Stick Pull, Seal Hop)
3. Siku Smith (Wrist Carry)
4. Alex Onalik (Wrist Carry)
5. Theodore Luther (Wrist Carry)
6. Norman Monroe (Coach)

April 21-23

State NYO Meet @ Anchorage

VI. Region 1: Academic Excellence Award (>3.7 GPA, Q1-Q3)

BUCKLAND SCHOOL

1. Jones, Ava
2. Jones, Tony

MCQUEEN SCHOOL

1. Booth, Sylvia
2. Swan, Melanie
3. Swan, Sherissa
4. Wesley, Celina

KOTZEBUE MIDDLE HIGH SCHOOL

1. Hoke, Brinton
2. Ivanoff, Aiden
3. Sheldon, Devin
4. McCafferty, Dakota
5. Baldwin, Zaida
6. Gregg, Emma
7. Roetman, Zachary
8. Sheldon, Summer
9. Stalker, Kaylie
10. Baldwin, Bron

NAPAAQTUGMIUT SCHOOL

1. Booth, Eunice
2. Jones, Elicia
3. Onalik, Alex
4. Onalik, Danielle

AQQALUK NOORVIK SCHOOL

1. Bantatua, Lemau
2. Hailstone, Qutan
3. Newlin, Jaron
4. Sampson, Andrew
5. Bailey, Natasha

VII. Activities Mitigation Plans Updates (pages 4-5)

a. "Anchorage Area Mitigation Plan" (N/A)

- We are no longer restricting groups from going to the Movie Theaters, H2O Oasis, etc while in Anchorage.

VIII. Other

NWABSD Activities Mitigation Plan

as of 4/12/22

NWABSD District Mitigation Plan [pdf](#) (as of April 12, 2022)

***Listed below are the mitigation efforts that are directly associated with student activities.*

***All NWAB, City of Kotzebue, and local site mandates & requirements are to be followed.*

1. Masks

- **Indoors:**
 - If **Green**, masking is optional.
 - If **Red**, universal mask requirement for all personnel and attendants.
 - Exception: Masks may be removed when actively participating or officiating in matches or games but must be worn at all other times.

2. Physical distancing

- **Indoors:** 3ft separation for players & coaches while on the bench.

4. Cleaning and Maintaining Healthy Facilities,...

- **Indoors:** high-touch surfaces will be cleaned routinely.
 - e.g balls, benches, score table, water fountains

6. Diagnostic and Screening Testing

- **Host Site:** Diagnostic testing is optional.
- **In-district Travel:** Diagnostic testing is optional.
- **Out-of-district Travel:** Diagnostic testing is optional.
- **Out-of-District Teams:** Diagnostic testing is optional.
 - Screening through molecular testing is available at all schools and is a diagnostic molecular test. The School District molecular screening testing is to identify and isolate non-symptomatic COVID-positive cases to reduce the risk to in-person education.

7. Vaccinations

The District will work with Maniilaq Health Services to support vaccination efforts for staff and students when eligible. The District will use its communication tools and facilities, when appropriate, to help support and accommodate vaccination efforts.

Testing Requirements for Anchorage Area Events

as of 4/12/22

- Prior testing is optional for students and staff from home site.
- Village team members **must follow the requirements of local mandates** before returning to community.
- If a village student athlete tests positive while in Kotzebue, a guardian will be flown in from their home to care for the student athlete while in isolation. The District will cover the cost of travel for this adult.
- Parent/guardian of athletes must provide contact information for an individual who will be available to travel to Anchorage or Kotzebue if an athlete tests positive. Information must be sent to activities@nwarctic.org and local site administrator.
- If a team member is positive upon arrival in Kotzebue, the District will still send the rest of the group home.

Athlete Name: _____

Contact information of adult guardian who is available to travel to Anchorage or Kotzebue if a positive test occurs in Anchorage or Kotzebue for the athlete	
Name:	Phone Contact:
	Alternate Phone Contact:

Parent of Athlete (print name): _____

Signature of Parent: _____ Date: _____

Signature of Principal: _____



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

BUDGET COMMITTEE MEETING

April 25, 2022
11:00 A.M.

Conducted via Teleconference
Call 1-833-682-3239 or 907-308-3192 & enter code: 287 511 155#

Agenda

- I. FY22 Financial Narrative Report as of March 31, 2022
- II. COVID Relief Funding Update - April
- III. Action items for purchases over \$50,000
 - Addendum to FY22 E-Rate Central Consulting Services - Technology
 - FY23 E-Rate Central Consulting Services – Technology
 - Purchase of clothing for Migrant students – Grants
 - Purchase of Bus Barn Insulation & Fire Protection- Maintenance
- IV. FY23 Proposed General Operating Budget
- V. Future Business;
 - District Copier Replacement & Maintenance
 - Food Service/Wellness Committee update

Committee Members: Cindy Fields (Chair), Margaret Hansen, Joanne Harris, Marie Greene
Director of administrative Service: Megan Williams

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.

Financial Narrative Report

March 31, 2022

Administrative Services
Presented by Megan Williams, Director



Table of Contents

To Our Board Financial Summary.....3-26

- Page 2
 Financial Narrative Summary

- Pages 3-21
 Statement of Activities
 - School Operating Fund Only
 - School Operating by OBJ
 - Pie Chart
 - Expenditures for all Funds
 - Pie Charts
 - Expenditures by Object for All Funds
 - Pie Chart
 - Expenditures for Board by OBJ
 - Pie Chart

- Pages 22-26
 Financial Summary: Wells Fargo Investment Account Updates

To Our Board Financial Summary

Financial Narrative Notes:

Included in this packet are the Statement of Activities reports for FY22, which include reports for School Operating Only, School Operating by OBJ, All Funds, and All funds broken out by object code & Statement of activities for the Board.

Operating Fund

We are 75% through the FY22 Fiscal year and have expended just over 63% of our general operating budget, and received just over 63% of our budgeted revenue of our general operating fund.

I recorded our mid-year On-Behalf expenditures and revenue to see a clearer picture of where our budget is.

In the Operating Only report, Support Services – Students, Operations & Maintenance, Adult & Continuing Ed, and Food Service accounts are over budget due to the negotiated staff stipends and recording On-Behalf for grant funded positions. These expenditures must be recorded in the general fund.

The next general operating budget revision will be at the next Board meeting in June of 2022. We will have a better projection for year end fund balance by that time.

Northwest Arctic Borough School District

Statement of Activities-School Operating Only For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
General Revenues					
State Grants & Entitlements (-)	\$3,123,509.00	\$29,891,335.18	\$41,651,435.80	\$11,760,100.62	71.8%
Federal Grants & Entitlements (-)	\$0.00	\$1,201,115.00	\$6,858,607.00	\$5,657,492.00	17.5%
Borough Appropriations (-)	\$0.00	\$2,075,975.50	\$4,151,951.00	\$2,075,975.50	50.0%
E-Rate (-)	\$607,820.40	\$4,862,563.20	\$6,860,873.00	\$1,998,309.80	70.9%
Other (-)	\$3,008.92	\$254,753.13	\$603,200.00	\$348,446.87	42.2%
Sub-total : General Revenues	(\$3,734,338.32)	(\$38,285,742.01)	(\$60,126,066.80)	(\$21,840,324.79)	63.7%
Total : INCOME	(\$3,734,338.32)	(\$38,285,742.01)	(\$60,126,066.80)	(\$21,840,324.79)	63.7%
EXPENSES					
Instruction					
Regular Instruction (+)	\$1,200,213.57	\$10,729,341.03	\$16,913,211.24	\$6,183,870.21	63.4%
Bilingual Instruction (+)	\$117,268.30	\$940,214.15	\$1,343,073.27	\$402,859.12	70.0%
Vocational Education (+)	\$11,419.64	\$93,851.84	\$132,281.00	\$38,429.16	70.9%
Sub-total : Instruction	\$1,328,901.51	\$11,763,407.02	\$18,388,565.51	\$6,625,158.49	64.0%
SPED Instruction					
Special Education Instruction (+)	\$660,986.84	\$4,546,203.89	\$7,400,038.31	\$2,853,834.42	61.4%
Sub-total : SPED Instruction	\$660,986.84	\$4,546,203.89	\$7,400,038.31	\$2,853,834.42	61.4%
SPED Support Services-Students					
Special Education Support Service (+)	\$144,058.64	\$993,963.31	\$1,562,550.24	\$568,586.93	63.6%
Sub-total : SPED Support Services-Students	\$144,058.64	\$993,963.31	\$1,562,550.24	\$568,586.93	63.6%
Support Services-Students					
Support Service-Student (+)	\$6,139.29	\$6,139.29	\$0.00	(\$6,139.29)	0.0%
Dormitory (+)	\$6,139.29	\$6,139.29	\$0.00	(\$6,139.29)	0.0%
Guidance/Career Services (+)	\$0.00	\$55,646.57	\$0.00	(\$55,646.57)	0.0%
Sub-total : Support Services-Students	\$12,278.58	\$67,925.15	\$0.00	(\$67,925.15)	0.0%
Support Services-Instruction					
Support Services (+)	\$10,530.62	\$130,308.34	\$208,304.52	\$77,996.18	62.6%
Library Services (+)	\$0.00	\$990.00	\$1,000.00	\$10.00	99.0%
In-Service (+)	\$0.00	\$41,833.58	\$35,646.67	(\$6,186.91)	117.4%
Assessment/Test Support (+)	\$1,497.00	\$46,849.22	\$97,306.80	\$50,457.58	48.1%
Curriculum Support (+)	\$19,800.53	\$331,386.39	\$553,715.64	\$222,329.25	59.8%
Technology Support (+)	\$759,465.19	\$6,250,244.05	\$8,919,092.00	\$2,668,847.95	70.1%
Sub-total : Support Services-Instruction	\$791,293.34	\$6,801,611.58	\$9,815,065.63	\$3,013,454.05	69.3%
School Administration					
School Administration (+)	\$202,820.18	\$1,852,637.15	\$3,111,048.66	\$1,258,411.51	59.6%
Sub-total : School Administration	\$202,820.18	\$1,852,637.15	\$3,111,048.66	\$1,258,411.51	59.6%
School Administration Support Services					
School Admin Support (+)	\$157,932.12	\$1,021,212.91	\$1,505,338.82	\$484,125.91	67.8%
Sub-total : School Administration Support Services	\$157,932.12	\$1,021,212.91	\$1,505,338.82	\$484,125.91	67.8%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Operating Only For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
District Administration					
Superintendent's Office (+)	\$107,412.55	\$749,127.78	\$1,205,073.70	\$455,945.92	62.2%
Board of Education (+)	\$51,249.02	\$404,946.70	\$606,507.00	\$201,560.30	66.8%
Parent/Public Relation (+)	\$0.00	\$27,180.77	\$48,658.44	\$21,477.67	55.9%
Sub-total : District Administration	\$158,661.57	\$1,181,255.25	\$1,860,239.14	\$678,983.89	63.5%
District Administration Support Services					
District Administration (+)	\$108,239.19	\$1,433,618.02	\$1,770,947.21	\$337,329.19	81.0%
Human Resources (+)	\$59,850.68	\$481,636.80	\$780,654.36	\$299,017.56	61.7%
Sub-total : District Administration Support Services	\$168,089.87	\$1,915,254.82	\$2,551,601.57	\$636,346.75	75.1%
Operations & Maintenance of Plant					
Operations (+)	\$476,748.24	\$4,706,220.33	\$7,424,354.52	\$2,718,134.19	63.4%
Maintenance (+)	\$288,044.19	\$2,979,389.98	\$5,366,063.28	\$2,386,673.30	55.5%
Operations & Maintenance (+)	\$0.00	\$80,653.13	\$0.00	(\$80,653.13)	0.0%
Sub-total : Operations & Maintenance of Plant	\$764,792.43	\$7,766,263.44	\$12,790,417.80	\$5,024,154.36	60.7%
Student Activities					
Student Activity (+)	\$196,458.68	\$612,048.78	\$1,269,639.12	\$657,590.34	48.2%
Sub-total : Student Activities	\$196,458.68	\$612,048.78	\$1,269,639.12	\$657,590.34	48.2%
Adult & Continuing Education Instruction					
Adult & Continuing Education (+)	\$2,046.43	\$2,046.43	\$0.00	(\$2,046.43)	0.0%
Sub-total : Adult & Continuing Education Instruction	\$2,046.43	\$2,046.43	\$0.00	(\$2,046.43)	0.0%
Food Services					
Food Services (+)	\$4,150.91	\$4,150.91	\$0.00	(\$4,150.91)	0.0%
Sub-total : Food Services	\$4,150.91	\$4,150.91	\$0.00	(\$4,150.91)	0.0%
Total : EXPENSES	\$4,592,471.10	\$38,527,980.64	\$60,254,504.80	\$21,726,524.16	63.9%
OTHER					
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$313.92	\$1,673.44	\$3,200.00	\$1,526.56	52.3%
Sub-total : Earnings on Investments	(\$313.92)	(\$1,673.44)	(\$3,200.00)	(\$1,526.56)	52.3%
Total : OTHER	(\$313.92)	(\$1,673.44)	\$491,800.00	\$493,473.44	0.3%
NET INCOME/LOSS	\$857,818.86	\$240,565.19	\$620,238.00	\$379,672.81	38.8%

End of Report

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
General Revenues					
State Grants & Entitlements (-)	\$3,123,509.00	\$29,891,335.18	\$41,651,435.80	\$11,760,100.62	71.8%
Federal Grants & Entitlements (-)	\$0.00	\$1,201,115.00	\$6,858,607.00	\$5,657,492.00	17.5%
Borough Appropriations (-)	\$0.00	\$2,075,975.50	\$4,151,951.00	\$2,075,975.50	50.0%
E-Rate (-)	\$607,820.40	\$4,862,563.20	\$6,860,873.00	\$1,998,309.80	70.9%
Other (-)	\$3,008.92	\$254,753.13	\$603,200.00	\$348,446.87	42.2%
Sub-total : General Revenues	(\$3,734,338.32)	(\$38,285,742.01)	(\$60,126,066.80)	(\$21,840,324.79)	63.7%
Total : INCOME	(\$3,734,338.32)	(\$38,285,742.01)	(\$60,126,066.80)	(\$21,840,324.79)	63.7%
EXPENSES					
SALARIES					
Certificated Salaries (+)	\$1,111,935.94	\$9,149,093.78	\$14,833,081.55	\$5,683,987.77	61.7%
Classified Salaries (+)	\$665,342.77	\$5,934,073.43	\$8,708,333.94	\$2,774,260.51	68.1%
Leave Pay Off (+)	\$0.00	\$94,396.17	\$219,831.82	\$125,435.65	42.9%
GTL Payroll Sweep (+)	\$0.00	\$48.00	\$9,279.00	\$9,231.00	0.5%
Board Stipends (+)	\$279,500.00	\$341,368.00	\$79,000.00	(\$262,368.00)	432.1%
Non Cert-Extra Duty Contract (+)	\$15,705.00	\$29,870.00	\$71,290.00	\$41,420.00	41.9%
Sub-total : SALARIES	\$2,072,483.71	\$15,548,849.38	\$23,920,816.31	\$8,371,966.93	65.0%
BENEFITS					
Control Acct - Benefits (+)	\$0.00	\$0.00	\$9,898.75	\$9,898.75	0.0%
Insurance-Health & Life (+)	\$688,270.39	\$5,132,572.89	\$6,600,246.57	\$1,467,673.68	77.8%
Insurance-Unemployment (+)	\$5,204.61	\$38,707.89	\$61,420.58	\$22,712.69	63.0%
Insurance-Workers Comp (+)	\$14,631.82	\$107,087.49	\$162,997.85	\$55,910.36	65.7%
Retirement-Fica & Medicare (+)	\$39,681.10	\$293,642.80	\$417,325.44	\$123,682.64	70.4%
Retirement-TRS (+)	\$134,262.24	\$1,109,052.37	\$1,791,297.06	\$682,244.69	61.9%
Retirement-PERS (+)	\$123,479.72	\$1,115,872.23	\$1,650,293.07	\$534,420.84	67.6%
On Behalf Exp-PERS (+)	\$0.00	\$1,308,047.87	\$3,191,941.90	\$1,883,894.03	41.0%
On Behalf Exp-TRS (+)	\$0.00	\$361,734.31	\$611,444.14	\$249,709.83	59.2%
Other Employee Benefits (+)	\$5,259.76	\$69,659.18	\$55,000.00	(\$14,659.18)	126.7%
Sub-total : BENEFITS	\$1,010,789.64	\$9,536,377.03	\$14,551,865.36	\$5,015,488.33	65.5%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$84,825.84	\$1,241,587.53	\$3,014,902.39	\$1,773,314.86	41.2%
Auditing & Accounting Services (+)	\$0.00	\$76,000.00	\$76,000.00	\$0.00	100.0%
Legal Services (+)	\$32,589.79	\$97,050.52	\$130,000.00	\$32,949.48	74.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$117,415.63	\$1,414,638.05	\$3,220,902.39	\$1,806,264.34	43.9%
TRAVEL					
Staff Travel (+)	\$51,624.09	\$240,116.59	\$620,726.91	\$380,610.32	38.7%
Student Travel (+)	\$132,134.50	\$338,072.21	\$705,555.56	\$367,483.35	47.9%
Sub-total : TRAVEL	\$183,758.59	\$578,188.80	\$1,326,282.47	\$748,093.67	43.6%
UTILITIES					
Water & Sewer (+)	\$65,284.41	\$316,041.20	\$465,766.60	\$149,725.40	67.9%
Garbage (+)	\$8,254.00	\$45,596.00	\$98,900.00	\$53,304.00	46.1%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Communications (+)	\$9,002.69	\$72,393.25	\$130,500.00	\$58,106.75	55.5%
Other Utilities-Internet (+)	\$675,581.00	\$5,404,648.00	\$7,671,192.00	\$2,266,544.00	70.5%
Electricity (+)	\$298,745.76	\$1,244,489.94	\$2,042,395.00	\$797,905.06	60.9%
Heating Fuels (+)	\$93,058.24	\$1,382,879.91	\$1,990,000.00	\$607,120.09	69.5%
Sub-total : UTILITIES	\$1,149,926.10	\$8,466,048.30	\$12,398,753.60	\$3,932,705.30	68.3%
OTHER PURCHASED SERVICES					
Other Purchase Services (+)	\$3,900.00	\$1,177,879.01	\$2,447,357.44	\$1,269,478.43	48.1%
Sub-total : OTHER PURCHASED SERVICES	\$3,900.00	\$1,177,879.01	\$2,447,357.44	\$1,269,478.43	48.1%
INSURANCE					
Insurance & Bond Premiums (+)	\$0.00	\$582,395.10	\$582,395.10	\$0.00	100.0%
Liability Insurance (+)	\$0.00	\$370,648.50	\$370,648.50	\$0.00	100.0%
Sub-total : INSURANCE	\$0.00	\$953,043.60	\$953,043.60	\$0.00	100.0%
SUPPLY					
Supplies, Materials, Media (+)	\$49,489.01	\$631,443.48	\$1,144,580.58	\$513,137.10	55.2%
Gas/Oil-Vehicle & Equipment Supplies (+)	\$2,269.25	\$27,132.60	\$75,000.00	\$47,867.40	36.2%
Textbooks (+)	\$479.79	\$162,633.68	\$241,490.00	\$78,856.32	67.3%
Sub-total : SUPPLY	\$52,238.05	\$821,209.76	\$1,461,070.58	\$639,860.82	56.2%
TUITION & STIPENDS					
Tuition & Stipends (+)	\$0.00	\$7,880.50	\$34,000.00	\$26,119.50	23.2%
Sub-total : TUITION & STIPENDS	\$0.00	\$7,880.50	\$34,000.00	\$26,119.50	23.2%
OTHER					
Other Expenses (+)	\$1,959.38	\$135,960.96	\$180,905.28	\$44,944.32	75.2%
Interest Paid (+)	\$0.00	\$17.42	\$0.00	(\$17.42)	0.0%
Sub-total : OTHER	\$1,959.38	\$135,978.38	\$180,905.28	\$44,926.90	75.2%
INDIRECT COSTS					
Indirect Costs To/From (+)	\$0.00	(\$155,435.44)	(\$300,000.00)	(\$144,564.56)	51.8%
Sub-total : INDIRECT COSTS	\$0.00	(\$155,435.44)	(\$300,000.00)	(\$144,564.56)	51.8%
CAPITAL EXPENDITURES					
Equipment (+)	\$0.00	\$43,323.27	\$59,507.77	\$16,184.50	72.8%
Sub-total : CAPITAL EXPENDITURES	\$0.00	\$43,323.27	\$59,507.77	\$16,184.50	72.8%
Total : EXPENSES	\$4,592,471.10	\$38,527,980.64	\$60,254,504.80	\$21,726,524.16	63.9%
OTHER					
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$313.92	\$1,673.44	\$3,200.00	\$1,526.56	52.3%
Sub-total : Earnings on Investments	(\$313.92)	(\$1,673.44)	(\$3,200.00)	(\$1,526.56)	52.3%
Total : OTHER	(\$313.92)	(\$1,673.44)	\$491,800.00	\$493,473.44	0.3%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

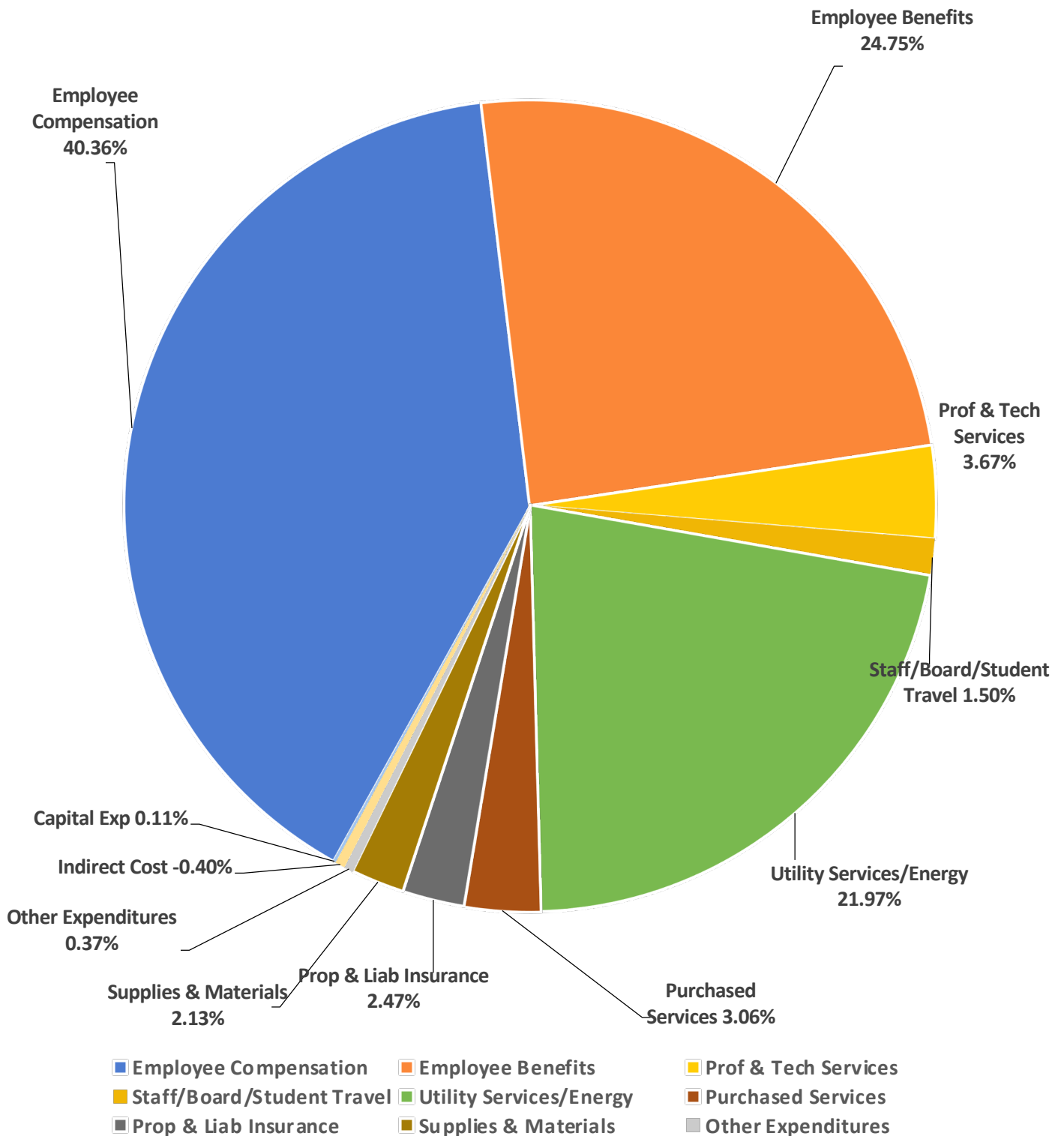
	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
NET INCOME/LOSS	\$857,818.86	\$240,565.19	\$620,238.00	\$379,672.81	38.8%

End of Report

Operating Fund Only

Budget Expended by Object

(as of 3.31.2022) \$38,527,980.64



Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
Program Revenues					
Operations & Maintenance of Plant (-)	\$65,279.79	\$551,107.71	\$750,000.00	\$198,892.29	73.5%
Food Services (-)	\$125.86	\$5,378.11	\$56,000.00	\$50,621.89	9.6%
Sub-total : Program Revenues	(\$65,405.65)	(\$556,485.82)	(\$806,000.00)	(\$249,514.18)	69.0%
General Revenues					
Borough Appropriations (-)	\$0.00	\$5,772,969.08	\$12,596,479.40	\$6,823,510.32	45.8%
Earnings on Investment (-)	\$580.41	\$3,447.44	\$3,200.00	(\$247.44)	107.7%
Other (-)	\$2,695.00	\$1,210,990.29	\$1,427,228.54	\$216,238.25	84.8%
E-Rate (-)	\$607,820.40	\$4,862,563.20	\$6,860,873.00	\$1,998,309.80	70.9%
State Grants & Entitlements (-)	\$3,142,234.00	\$41,057,089.44	\$77,483,021.36	\$36,425,931.92	53.0%
Federal Grants & Entitlements (-)	\$221,415.09	\$7,902,069.22	\$26,378,613.42	\$18,476,544.20	30.0%
Sub-total : General Revenues	(\$3,974,744.90)	(\$60,809,128.67)	(\$124,749,415.72)	(\$63,940,287.05)	48.7%
Total : INCOME	(\$4,040,150.55)	(\$61,365,614.49)	(\$125,555,415.72)	(\$64,189,801.23)	48.9%
EXPENSES					
Instruction					
Regular Instruction (+)	\$1,686,382.50	\$13,315,698.21	\$22,793,307.29	\$9,477,609.08	58.4%
Bilingual Instruction (+)	\$118,993.30	\$950,180.84	\$1,556,362.29	\$606,181.45	61.1%
Vocational Education (+)	\$14,578.98	\$145,109.78	\$290,032.43	\$144,922.65	50.0%
Pre- Kindergarten (+)	\$15,737.21	\$93,831.59	\$0.00	(\$93,831.59)	0.0%
Sub-total : Instruction	\$1,835,691.99	\$14,504,820.42	\$24,639,702.01	\$10,134,881.59	58.9%
SPED Instruction					
Special Education Instruction (+)	\$660,986.84	\$4,546,203.89	\$7,400,038.31	\$2,853,834.42	61.4%
Sub-total : SPED Instruction	\$660,986.84	\$4,546,203.89	\$7,400,038.31	\$2,853,834.42	61.4%
SPED Support Services-Students					
Special Education Support Service (+)	\$218,899.58	\$1,420,988.17	\$2,634,905.41	\$1,213,917.24	53.9%
Sub-total : SPED Support Services-Students	\$218,899.58	\$1,420,988.17	\$2,634,905.41	\$1,213,917.24	53.9%
Support Services-Students					
Support Service-Student (+)	\$50,974.15	\$159,620.63	\$505,159.21	\$345,538.58	31.6%
Dormitory (+)	\$41,572.00	\$208,814.69	\$235,617.68	\$26,802.99	88.6%
Guidance/Career Services (+)	\$91,285.45	\$720,164.31	\$1,510,304.73	\$790,140.42	47.7%
Sub-total : Support Services-Students	\$183,831.60	\$1,088,599.63	\$2,251,081.62	\$1,162,481.99	48.4%
Support Services-Instruction					
Support Services (+)	\$164,664.62	\$1,282,226.47	\$3,592,731.59	\$2,310,505.12	35.7%
Library Services (+)	\$0.00	\$990.00	\$1,000.00	\$10.00	99.0%
In-Service (+)	\$0.00	\$41,833.58	\$35,646.67	(\$6,186.91)	117.4%
Assessment/Test Support (+)	\$1,497.00	\$46,849.22	\$97,306.80	\$50,457.58	48.1%
Curriculum Support (+)	\$19,800.53	\$331,386.39	\$1,329,265.64	\$997,879.25	24.9%
Technology Support (+)	\$901,360.31	\$6,690,693.81	\$9,518,388.00	\$2,827,694.19	70.3%
Sub-total : Support Services-Instruction	\$1,087,322.46	\$8,393,979.47	\$14,574,338.70	\$6,180,359.23	57.6%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
School Administration					
School Administration (+)	\$234,417.23	\$2,087,768.17	\$3,463,466.39	\$1,375,698.22	60.3%
Sub-total : School Administration	\$234,417.23	\$2,087,768.17	\$3,463,466.39	\$1,375,698.22	60.3%
School Administration Support Services					
School Admin Support (+)	\$176,526.95	\$1,176,253.01	\$1,852,980.93	\$676,727.92	63.5%
Sub-total : School Administration Support Services	\$176,526.95	\$1,176,253.01	\$1,852,980.93	\$676,727.92	63.5%
District Administration					
Superintendent's Office (+)	\$107,412.55	\$749,127.78	\$1,205,073.70	\$455,945.92	62.2%
Board of Education (+)	\$51,249.02	\$404,946.70	\$606,507.00	\$201,560.30	66.8%
Parent/Public Relation (+)	\$0.00	\$27,180.77	\$48,658.44	\$21,477.67	55.9%
Sub-total : District Administration	\$158,661.57	\$1,181,255.25	\$1,860,239.14	\$678,983.89	63.5%
District Administration Support Services					
District Administration (+)	\$157,359.09	\$1,719,724.91	\$2,601,799.91	\$882,075.00	66.1%
Human Resources (+)	\$59,850.68	\$481,636.80	\$780,654.36	\$299,017.56	61.7%
Administration Support-Other (+)	\$50,500.22	\$424,001.07	\$582,779.99	\$158,778.92	72.8%
Sub-total : District Administration Support Services	\$267,709.99	\$2,625,362.78	\$3,965,234.26	\$1,339,871.48	66.2%
Operations & Maintenance of Plant					
Food Service (+)	\$0.00	\$80,653.13	\$0.00	(\$80,653.13)	0.0%
Operations (+)	\$561,528.70	\$5,129,592.16	\$7,958,824.30	\$2,829,232.14	64.5%
Maintenance (+)	\$319,411.08	\$3,337,130.03	\$6,979,115.61	\$3,641,985.58	47.8%
Sub-total : Operations & Maintenance of Plant	\$880,939.78	\$8,547,375.32	\$14,937,939.91	\$6,390,564.59	57.2%
Student Activities					
Student Activity (+)	\$221,717.47	\$741,295.26	\$1,334,639.12	\$593,343.86	55.5%
Sub-total : Student Activities	\$221,717.47	\$741,295.26	\$1,334,639.12	\$593,343.86	55.5%
Student Transportation					
Student Transportation (+)	\$9,330.18	\$54,872.77	\$97,407.00	\$42,534.23	56.3%
Sub-total : Student Transportation	\$9,330.18	\$54,872.77	\$97,407.00	\$42,534.23	56.3%
Adult & Continuing Education Instruction					
Adult & Continuing Education (+)	\$26,643.72	\$116,779.09	\$666,302.82	\$549,523.73	17.5%
Sub-total : Adult & Continuing Education Instruction	\$26,643.72	\$116,779.09	\$666,302.82	\$549,523.73	17.5%
Food Services					
Food Services (+)	\$91,651.57	\$1,727,075.86	\$5,031,853.54	\$3,304,777.68	34.3%
Sub-total : Food Services	\$91,651.57	\$1,727,075.86	\$5,031,853.54	\$3,304,777.68	34.3%
Construction in Progress					
Administration (+)	\$1,170.00	\$3,925.00	\$419,420.31	\$415,495.31	0.9%
Site Acquisitoin & Investigation (+)	\$0.00	\$0.00	\$870,565.86	\$870,565.86	0.0%
Design (+)	\$67,380.22	\$396,628.25	\$1,239,270.05	\$842,641.80	32.0%
Construction Management (+)	\$10,588.28	\$80,998.24	\$456,344.76	\$375,346.52	17.7%
Construction (+)	\$28,984.42	\$22,524,175.13	\$36,827,416.75	\$14,303,241.62	61.2%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 03/01/2022 through 03/31/2022

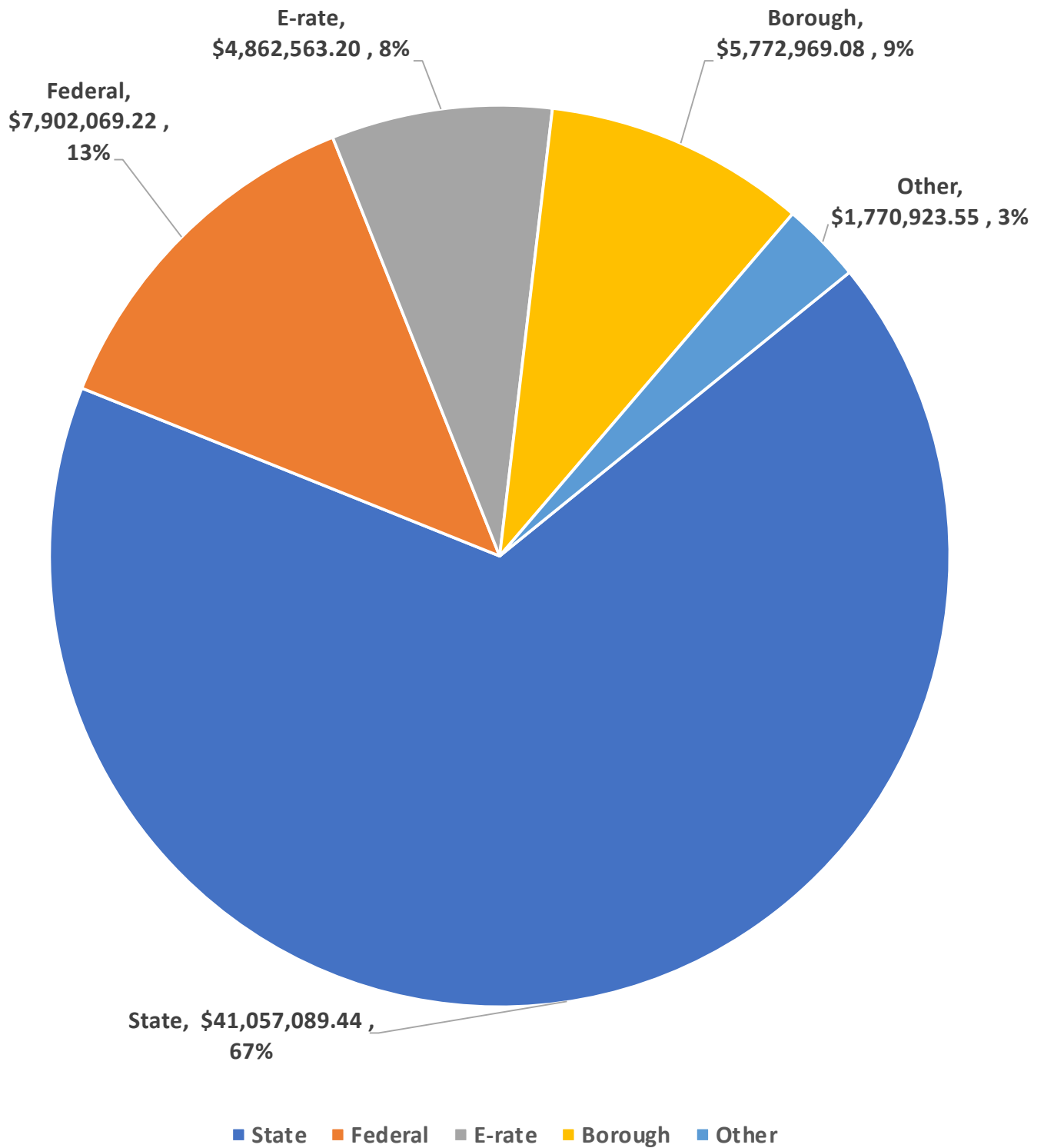
Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Equipment/Furnishing (+)	\$163,084.30	\$163,084.30	\$556,000.00	\$392,915.70	29.3%
Technology (+)	\$0.00	\$0.00	\$200,000.00	\$200,000.00	0.0%
Percent for Art (+)	\$0.00	\$21,090.00	\$265,500.00	\$244,410.00	7.9%
Contingency (+)	\$0.00	\$0.00	\$2,651,107.00	\$2,651,107.00	0.0%
CIP Construction Management-Consultant (+)	\$7,985.19	\$63,388.36	\$518,407.02	\$455,018.66	12.2%
Sub-total : Construction in Progress	<u>\$279,192.41</u>	<u>\$23,253,289.28</u>	<u>\$44,004,031.75</u>	<u>\$20,750,742.47</u>	52.8%
Total : EXPENSES	<u>\$6,333,523.34</u>	<u>\$71,465,918.37</u>	<u>\$128,714,160.91</u>	<u>\$57,248,242.54</u>	55.5%
OTHER					
Transfers In					
Transfers Between Funds -In (-)	\$0.00	\$0.00	\$3,030,307.19	\$3,030,307.19	0.0%
Sub-total : Transfers In	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$3,030,307.19)</u>	<u>(\$3,030,307.19)</u>	0.0%
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$495,000.00</u>	<u>\$495,000.00</u>	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$313.92	\$1,673.44	\$3,200.00	\$1,526.56	52.3%
Sub-total : Earnings on Investments	<u>(\$313.92)</u>	<u>(\$1,673.44)</u>	<u>(\$3,200.00)</u>	<u>(\$1,526.56)</u>	52.3%
Total : OTHER	<u>(\$313.92)</u>	<u>(\$1,673.44)</u>	<u>(\$2,538,507.19)</u>	<u>(\$2,536,833.75)</u>	0.1%
NET INCOME/LOSS	<u>\$2,293,058.87</u>	<u>\$10,098,630.44</u>	<u>\$620,238.00</u>	<u>(\$9,478,392.44)</u>	1628.2%

End of Report

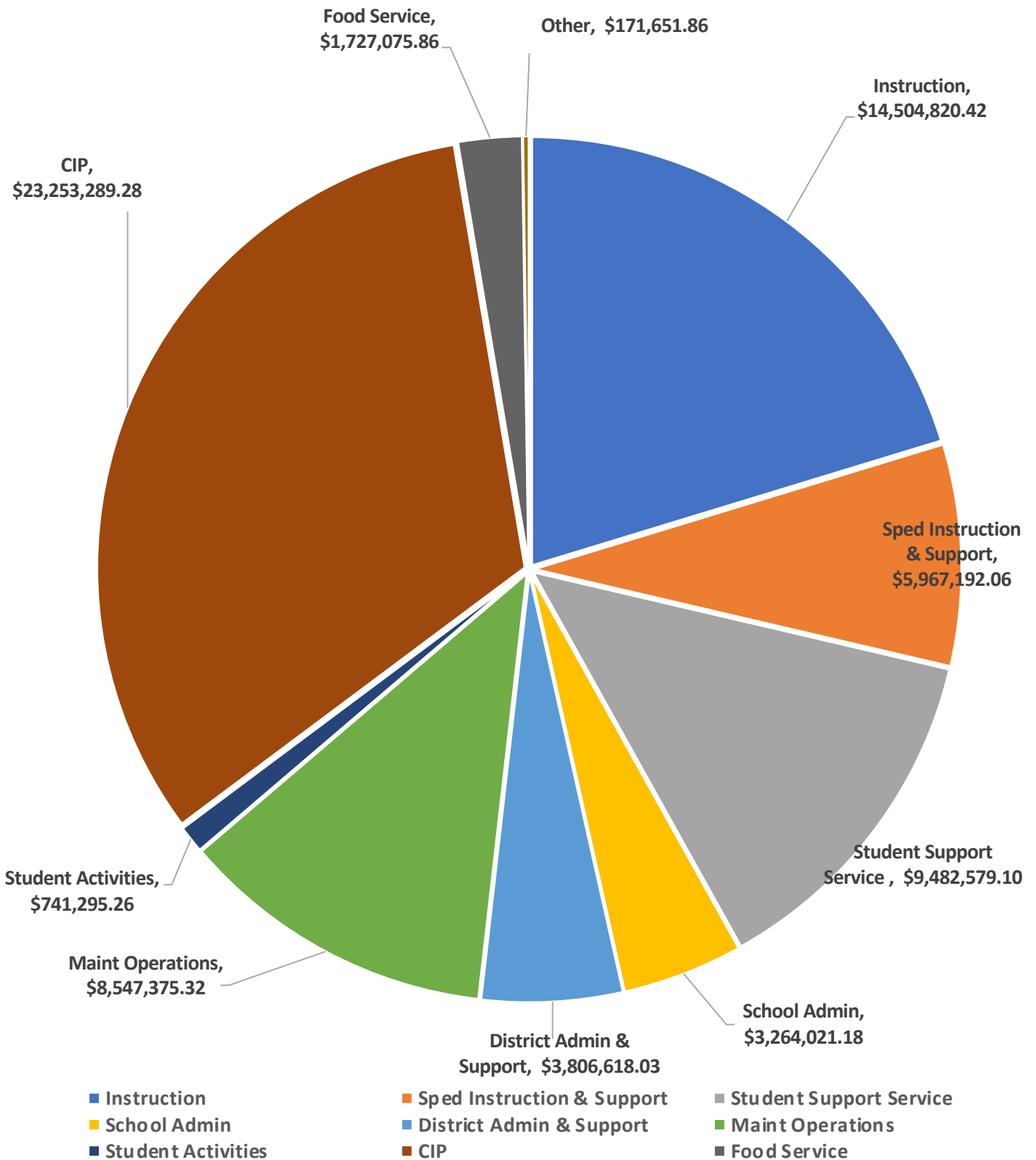
Revenues – All Funds

(as of 3.31.2022) \$61,365,614.49



Expenditures – All Funds

(as of 3.31.2022) \$71,465,918.37



Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
Program Revenues					
Operations & Maintenance of Plant (-)	\$65,279.79	\$551,107.71	\$750,000.00	\$198,892.29	73.5%
Food Services (-)	\$125.86	\$5,378.11	\$56,000.00	\$50,621.89	9.6%
Sub-total : Program Revenues	(\$65,405.65)	(\$556,485.82)	(\$806,000.00)	(\$249,514.18)	69.0%
General Revenues					
State Grants & Entitlements (-)	\$3,142,234.00	\$41,057,089.44	\$77,483,021.36	\$36,425,931.92	53.0%
Federal Grants & Entitlements (-)	\$221,415.09	\$7,902,069.22	\$26,378,613.42	\$18,476,544.20	30.0%
Borough Appropriations (-)	\$0.00	\$5,772,969.08	\$12,596,479.40	\$6,823,510.32	45.8%
E-Rate (-)	\$607,820.40	\$4,862,563.20	\$6,860,873.00	\$1,998,309.80	70.9%
Other (-)	\$3,275.41	\$1,214,437.73	\$1,430,428.54	\$215,990.81	84.9%
Sub-total : General Revenues	(\$3,974,744.90)	(\$60,809,128.67)	(\$124,749,415.72)	(\$63,940,287.05)	48.7%
Total : INCOME	(\$4,040,150.55)	(\$61,365,614.49)	(\$125,555,415.72)	(\$64,189,801.23)	48.9%
EXPENSES					
SALARIES					
Certificated Salaries (+)	\$1,384,439.99	\$11,137,746.03	\$18,502,470.13	\$7,364,724.10	60.2%
Classified Salaries (+)	\$837,520.57	\$7,133,675.85	\$10,883,768.62	\$3,750,092.77	65.5%
Leave Pay Off (+)	\$0.00	\$109,104.46	\$229,641.48	\$120,537.02	47.5%
GTL Payroll Sweep (+)	\$0.00	\$48.00	\$9,279.00	\$9,231.00	0.5%
Stipends (+)	\$279,500.00	\$549,618.00	\$837,250.00	\$287,632.00	65.6%
Non Cert-Extra Duty Contract (+)	\$15,705.00	\$60,302.85	\$238,247.85	\$177,945.00	25.3%
Sub-total : SALARIES	\$2,517,165.56	\$18,990,495.19	\$30,700,657.08	\$11,710,161.89	61.9%
BENEFITS					
Control Acct - Benefits (+)	\$0.00	\$0.00	\$3,008,929.32	\$3,008,929.32	0.0%
Insurance-Health & Life (+)	\$862,509.70	\$6,243,789.95	\$6,625,446.57	\$381,656.62	94.2%
Insurance-Unemployment (+)	\$6,397.61	\$47,862.87	\$61,676.20	\$13,813.33	77.6%
Insurance-Workers Comp (+)	\$17,769.86	\$132,125.93	\$166,061.09	\$33,935.16	79.6%
Retirement-Fica & Medicare (+)	\$49,214.69	\$352,974.73	\$417,516.44	\$64,541.71	84.5%
Retirement-TRS (+)	\$163,505.94	\$1,342,542.79	\$1,791,297.06	\$448,754.27	74.9%
Retirement-PERS (+)	\$159,066.17	\$1,373,859.32	\$1,664,084.52	\$290,225.20	82.6%
On Behalf Exp-PERS (+)	\$0.00	\$1,308,047.87	\$3,191,941.90	\$1,883,894.03	41.0%
On Behalf Exp-TRS (+)	\$0.00	\$361,734.31	\$611,444.14	\$249,709.83	59.2%
Housing Allowance/Subsidy (+)	\$36,666.67	\$279,933.62	\$330,000.00	\$50,066.38	84.8%
Transportation Allowance (+)	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.0%
Other Employee Benefits (+)	\$5,259.76	\$69,659.18	\$55,000.00	(\$14,659.18)	126.7%
Sub-total : BENEFITS	\$1,300,390.40	\$11,512,530.57	\$17,926,897.24	\$6,414,366.67	64.2%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$290,912.27	\$3,825,388.76	\$13,142,519.04	\$9,317,130.28	29.1%
Auditing & Accounting Services (+)	\$0.00	\$76,000.00	\$76,000.00	\$0.00	100.0%
Legal Services (+)	\$32,589.79	\$97,050.52	\$130,000.00	\$32,949.48	74.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$323,502.06	\$3,998,439.28	\$13,348,519.04	\$9,350,079.76	30.0%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
TRAVEL					
Staff Travel (+)	\$94,232.09	\$376,427.57	\$1,229,578.24	\$853,150.67	30.6%
Student Travel (+)	\$158,877.98	\$434,372.90	\$1,191,508.32	\$757,135.42	36.5%
Sub-total : TRAVEL	<u>\$253,110.07</u>	<u>\$810,800.47</u>	<u>\$2,421,086.56</u>	<u>\$1,610,286.09</u>	33.5%
UTILITIES					
Water & Sewer (+)	\$79,181.34	\$392,908.18	\$554,989.40	\$162,081.22	70.8%
Garbage (+)	\$8,971.91	\$50,033.86	\$99,286.94	\$49,253.08	50.4%
Communications (+)	\$9,388.64	\$75,109.10	\$140,162.64	\$65,053.54	53.6%
Other Utilities-Internet (+)	\$675,581.00	\$5,404,648.00	\$7,840,458.00	\$2,435,810.00	68.9%
Electricity (+)	\$344,529.29	\$1,419,821.32	\$2,337,574.96	\$917,753.64	60.7%
Heating Fuels (+)	\$100,989.79	\$1,459,357.18	\$2,031,992.37	\$572,635.19	71.8%
Sub-total : UTILITIES	<u>\$1,218,641.97</u>	<u>\$8,801,877.64</u>	<u>\$13,004,464.31</u>	<u>\$4,202,586.67</u>	67.7%
OTHER PURCHASED SERVICES					
Other Purchase Services (+)	\$20,878.17	\$1,277,719.23	\$2,561,262.23	\$1,283,543.00	49.9%
Sub-total : OTHER PURCHASED SERVICES	<u>\$20,878.17</u>	<u>\$1,277,719.23</u>	<u>\$2,561,262.23</u>	<u>\$1,283,543.00</u>	49.9%
INSURANCE					
Insurance & Bond Premiums (+)	\$0.00	\$582,395.10	\$582,395.10	\$0.00	100.0%
Liability Insurance (+)	\$0.00	\$370,648.50	\$370,648.50	\$0.00	100.0%
Sub-total : INSURANCE	<u>\$0.00</u>	<u>\$953,043.60</u>	<u>\$953,043.60</u>	<u>\$0.00</u>	100.0%
SUPPLY					
Supplies, Materials, Media (+)	\$482,173.76	\$1,890,983.56	\$4,154,723.61	\$2,263,740.05	45.5%
Gas/Oil-Vehicle & Equipment Supplies (+)	\$2,269.25	\$27,419.22	\$75,000.00	\$47,580.78	36.6%
Food Supplies (+)	\$0.00	\$122,385.20	\$85,814.88	(\$36,570.32)	142.6%
Textbooks (+)	\$479.79	\$162,633.68	\$1,017,040.00	\$854,406.32	16.0%
Sub-total : SUPPLY	<u>\$484,922.80</u>	<u>\$2,203,421.66</u>	<u>\$5,332,578.49</u>	<u>\$3,129,156.83</u>	41.3%
TUITION & STIPENDS					
Tuition & Stipends (+)	\$3,093.00	\$27,770.50	\$86,000.00	\$58,229.50	32.3%
Scholarship Stipends (+)	\$0.00	\$2,000.00	\$15,000.00	\$13,000.00	13.3%
Sub-total : TUITION & STIPENDS	<u>\$3,093.00</u>	<u>\$29,770.50</u>	<u>\$101,000.00</u>	<u>\$71,229.50</u>	29.5%
OTHER					
Other Expenses (+)	\$2,490.59	\$148,917.95	\$214,387.78	\$65,469.83	69.5%
Dues & Fees (+)	\$0.00	\$559.47	\$190.97	(\$368.50)	293.0%
Interest Paid (+)	\$0.00	\$17.42	\$0.00	(\$17.42)	0.0%
Sub-total : OTHER	<u>\$2,490.59</u>	<u>\$149,494.84</u>	<u>\$214,578.75</u>	<u>\$65,083.91</u>	69.7%
INDIRECT COSTS					
Indirect Costs To/From (+)	\$0.00	\$0.00	\$363,677.77	\$363,677.77	0.0%
Sub-total : INDIRECT COSTS	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$363,677.77</u>	<u>\$363,677.77</u>	0.0%
CAPITAL EXPENDITURES					
Equipment (+)	\$179,849.30	\$277,753.57	\$901,446.29	\$623,692.72	30.8%
New Building/Purchases (+)	\$14,660.43	\$21,300,103.67	\$36,130,611.53	\$14,830,507.86	59.0%
Building Improvements (+)	\$0.00	\$770,570.00	\$0.00	(\$770,570.00)	0.0%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 03/01/2022 through 03/31/2022

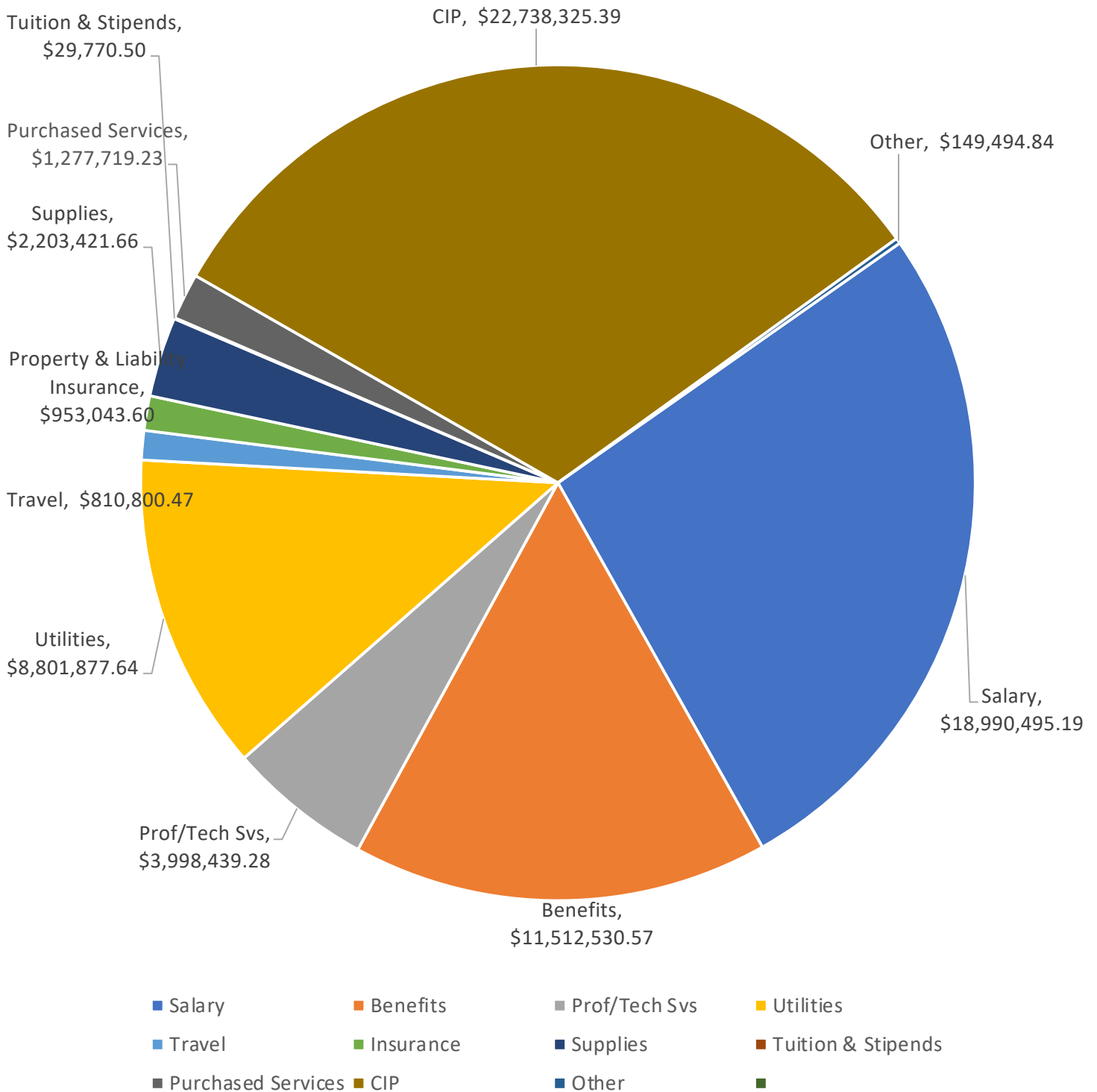
Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Other Capital Outlay (+)	\$0.00	\$0.00	\$987,770.00	\$987,770.00	0.0%
Contingency (+)	\$0.00	\$0.00	\$2,677,107.00	\$2,677,107.00	0.0%
Overhead (+)	\$0.00	\$0.00	\$378,223.80	\$378,223.80	0.0%
New Construction/ Rehab (+)	\$14,818.99	\$389,898.15	\$670,805.22	\$280,907.07	58.1%
Related Soft Costs (+)	\$0.00	\$0.00	\$40,432.00	\$40,432.00	0.0%
Sub-total : CAPITAL EXPENDITURES	\$209,328.72	\$22,738,325.39	\$41,786,395.84	\$19,048,070.45	54.4%
Total : EXPENSES	\$6,333,523.34	\$71,465,918.37	\$128,714,160.91	\$57,248,242.54	55.5%
OTHER					
Transfers In					
Transfers Between Funds -In (-)	\$0.00	\$0.00	\$3,030,307.19	\$3,030,307.19	0.0%
Sub-total : Transfers In	\$0.00	\$0.00	(\$3,030,307.19)	(\$3,030,307.19)	0.0%
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$313.92	\$1,673.44	\$3,200.00	\$1,526.56	52.3%
Sub-total : Earnings on Investments	(\$313.92)	(\$1,673.44)	(\$3,200.00)	(\$1,526.56)	52.3%
Total : OTHER	(\$313.92)	(\$1,673.44)	(\$2,538,507.19)	(\$2,536,833.75)	0.1%
NET INCOME/LOSS	\$2,293,058.87	\$10,098,630.44	\$620,238.00	(\$9,478,392.44)	1628.2%

End of Report

Expenditures by Object – All Funds

(In Millions as of 3.31.2022) \$71,465,918.37



Northwest Arctic Borough School District

Statement of Activities-Board by OBJ For the Period 03/01/2022 through 03/31/2022

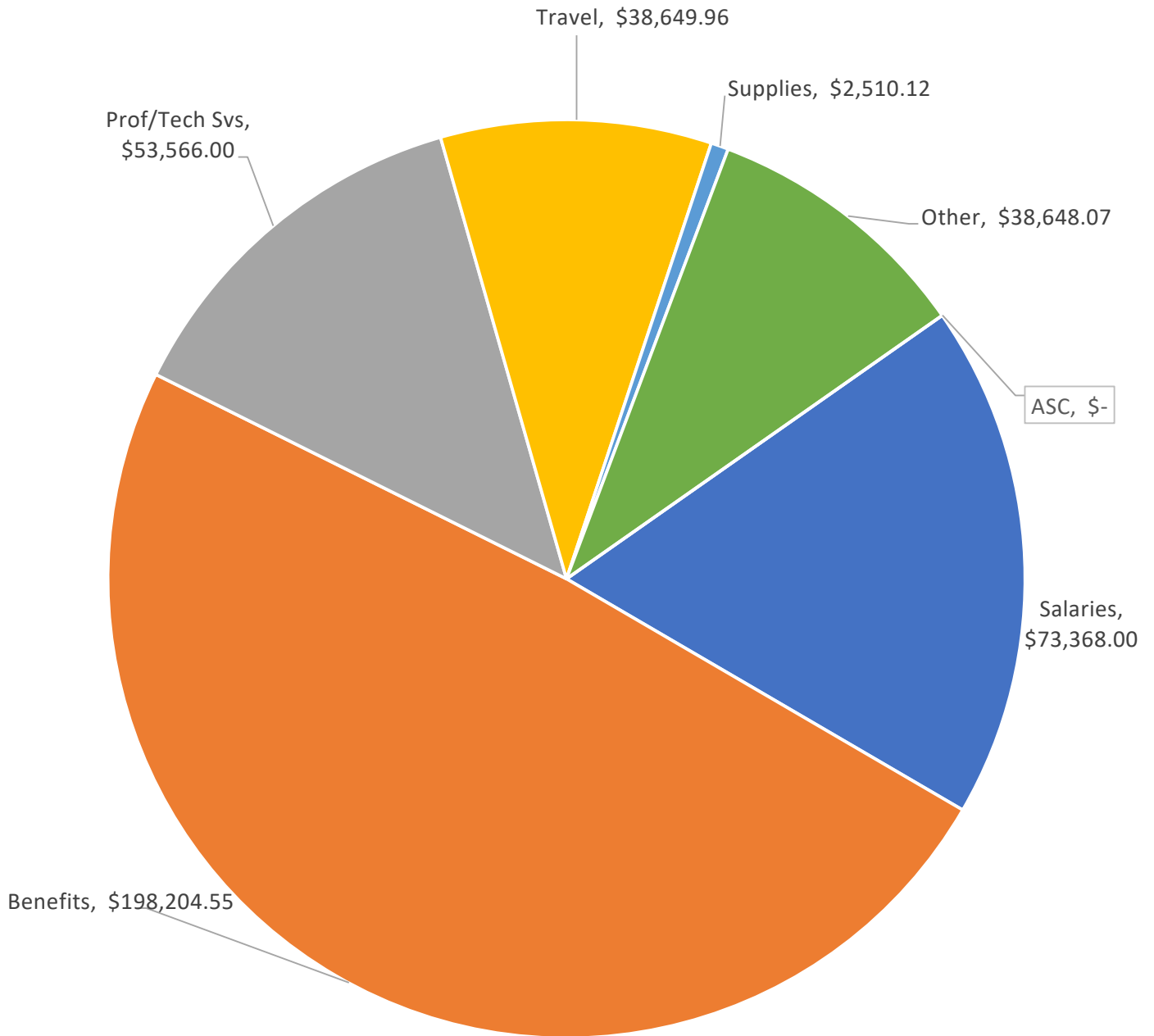
Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
EXPENSES					
SALARIES					
Board Stipends (+)	\$11,500.00	\$73,368.00	\$79,000.00	\$5,632.00	92.9%
Sub-total : SALARIES	\$11,500.00	\$73,368.00	\$79,000.00	\$5,632.00	92.9%
BENEFITS					
Insurance-Health & Life (+)	\$21,000.00	\$189,000.00	\$252,000.00	\$63,000.00	75.0%
Insurance-Unemployment (+)	\$0.00	\$2.07	\$0.00	(\$2.07)	0.0%
Insurance-Workers Comp (+)	\$65.77	\$415.26	\$550.30	\$135.04	75.5%
Retirement-Fica & Medicare (+)	\$678.25	\$4,222.23	\$5,088.40	\$866.17	83.0%
Retirement-PERS (+)	\$714.99	\$4,564.99	\$4,260.00	(\$304.99)	107.2%
Sub-total : BENEFITS	\$22,459.01	\$198,204.55	\$261,898.70	\$63,694.15	75.7%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$5,833.00	\$53,566.00	\$125,500.00	\$71,934.00	42.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$5,833.00	\$53,566.00	\$125,500.00	\$71,934.00	42.7%
TRAVEL					
Staff Travel (+)	\$11,457.01	\$38,649.96	\$89,379.23	\$50,729.27	43.2%
Sub-total : TRAVEL	\$11,457.01	\$38,649.96	\$89,379.23	\$50,729.27	43.2%
SUPPLY					
Supplies, Materials, Media (+)	\$0.00	\$2,510.12	\$12,229.07	\$9,718.95	20.5%
Sub-total : SUPPLY	\$0.00	\$2,510.12	\$12,229.07	\$9,718.95	20.5%
OTHER					
Other Expenses (+)	\$0.00	\$38,648.07	\$38,500.00	(\$148.07)	100.4%
Sub-total : OTHER	\$0.00	\$38,648.07	\$38,500.00	(\$148.07)	100.4%
Total : EXPENSES	\$51,249.02	\$404,946.70	\$606,507.00	\$201,560.30	66.8%
NET INCOME/LOSS	\$51,249.02	\$404,946.70	\$606,507.00	\$201,560.30	66.8%

End of Report

Board Expenditures

(as of 3.31.2022) \$404,946.70



■ Salaries ■ Benefits ■ Prof/Tech Svs ■ Travel ■ Supplies ■ Other ■ ASC

Board Budget Summary

100.099.511.000.333	Board Stipends	\$79,000
	8 Regular Meetings, half in person	
	Board Retreat combined with Oct Meeting	
	Annual AASB Conference – November 4-7, 2021	
	4 Special meetings	
	AASB – 2 member regular meetings	
	President – NWALT, CWT, ATC	
	Lobbying or National Conference	
100.099.511.000.36X	Payroll Benefits	\$261,898.70
100.099.511.000.361	Insurance-Health & life - \$25,200 per member	\$252,000.00
100.099.511.000.36x	Unemployment, Workers Comp, SS, Medicare & PERS	\$9,898.70
100.099.511.0XX.410	Professional & Technical Services	\$125,500
100.099.511.000.410	Miscellaneous Services and Training, AASB In-service Training	\$25,000
100.099.511.012.410	Lobbyists - J&H, JM Walsh Co.	\$89,500
100.099.511.013.410	Strategic Planning – Consulting - Evaluations	\$11,000

Board Budget Summary, Continued

100.099.511.000.42X	Travel & Per Diem	\$89,379.23
	4 Regular Meetings	
	Annual AASB Conference	
	AASB Quarterly Trainings	
	1 National Conference	
100.099.511.000.4XX	Miscellaneous Expenses	\$50,729.07
100.099.511.000.450	Supplies, Materials, Media-Supplies & Freight for Meetings	\$7,229.07
100.099.511.000.490	Other Expenses	\$38,500
	CEAAC Membership - \$18,000	
	AASB Fees - \$20,500	
100.099.511.015.XXX	Board Budget for joint Advisory School Council Retreat	\$5,000
100.099.511.000.XXX	TOTAL	\$606,507

Dues & Membership Fees:

CEE- Coalition for Education Equity represents Alaska school districts, organizations, and individuals through courts and legislative activity - concerned about the quality and breadth of educational opportunities available to Alaska's children.

AASB- Alaska School District advocacy at state and federal level. See attached Benefits.

To Our Board Financial Summary

Wellsfargo Investment Account Update:

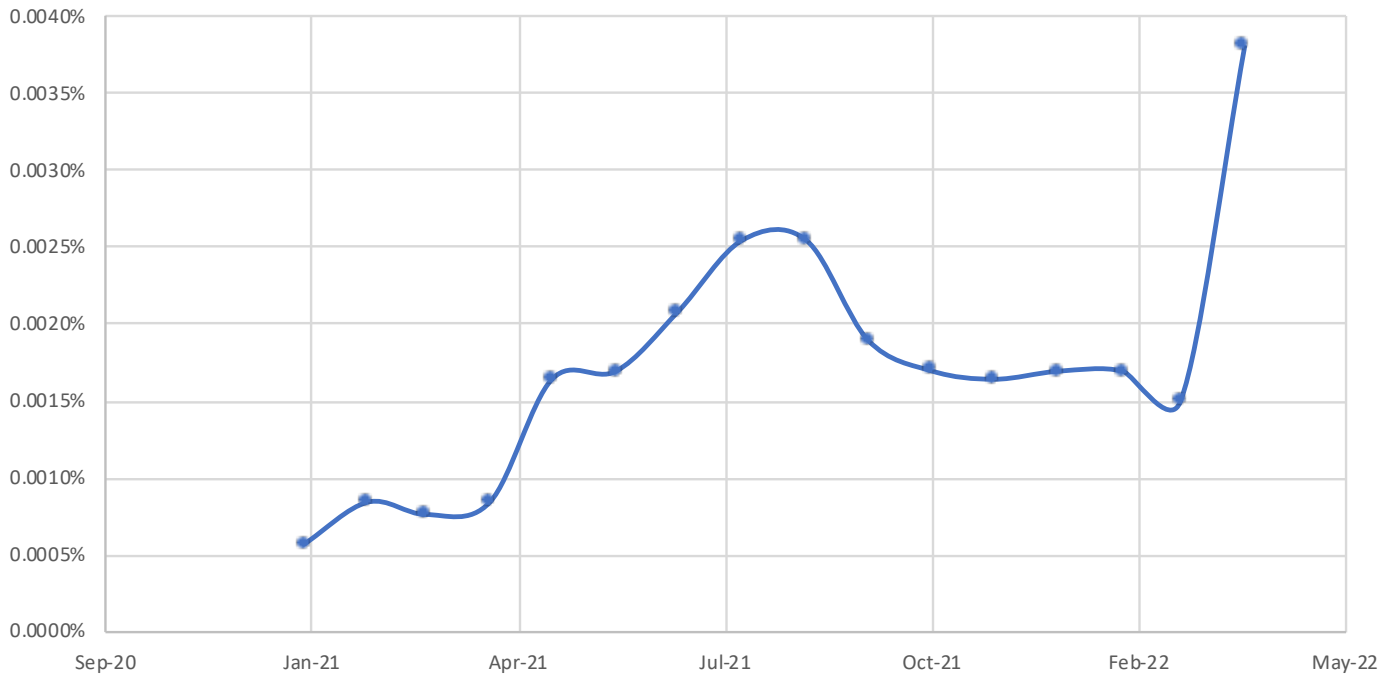
The accrued income on the principal holdings of the General Fund \$10,248,179.57 investment was \$8,250,718.61 as of March 31, 2022; an increase of \$313.92 from the February 28, 2022 report with a total of \$1,673.44 earned in FY22. \$2 Million was transferred out of this investment account in September to cover expenses over revenue in the general fund.

The accrued income on the principal holdings of the Capital Improvement Fund \$20M investment was \$7,004,338.11 as of March 31, 2022; an increase of \$266.49 from the February 28, 2022 report with a total of \$1,774.00 earned in FY22.

In March of 2019 we received the highest earnings on investment since deciding to invest funds, 2.0001% which totaled \$20,001.06 for that one month.

NWABSD IILD GF		Rate of	
Statement	Account Balance	Monthly Increase	return
Dec-20	\$ 10,248,179.57	\$ -	0.0000%
Dec-20	\$ 10,248,238.09	\$ 58.52	0.0006%
Jan-21	\$ 10,248,324.74	\$ 86.65	0.0008%
Feb-21	\$ 10,248,403.12	\$ 78.38	0.0008%
Mar-21	\$ 10,248,489.77	\$ 86.65	0.0008%
Apr-21	\$ 10,248,658.11	\$ 168.34	0.0016%
May-21	\$ 10,248,831.83	\$ 173.72	0.0017%
Jun-21	\$ 10,249,045.17	\$ 213.34	0.0021%
Jul-21	\$ 10,249,305.99	\$ 260.82	0.0025%
Aug-21	\$ 10,249,566.78	\$ 260.79	0.0025%
Sep-21	\$ 8,249,566.78	\$ (2,000,000.00)	
Sep-21	\$ 8,249,723.08	\$ 156.30	0.0019%
Oct-21	\$ 8,249,862.94	\$ 139.86	0.0017%
Nov-21	\$ 8,249,998.46	\$ 135.52	0.0016%
Dec-21	\$ 8,250,138.30	\$ 139.84	0.0017%
Jan-22	\$ 8,250,278.14	\$ 139.84	0.0017%
Feb-22	\$ 8,250,404.69	\$ 126.55	0.0015%
Mar-22	\$ 8,250,718.61	\$ 313.92	0.0038%

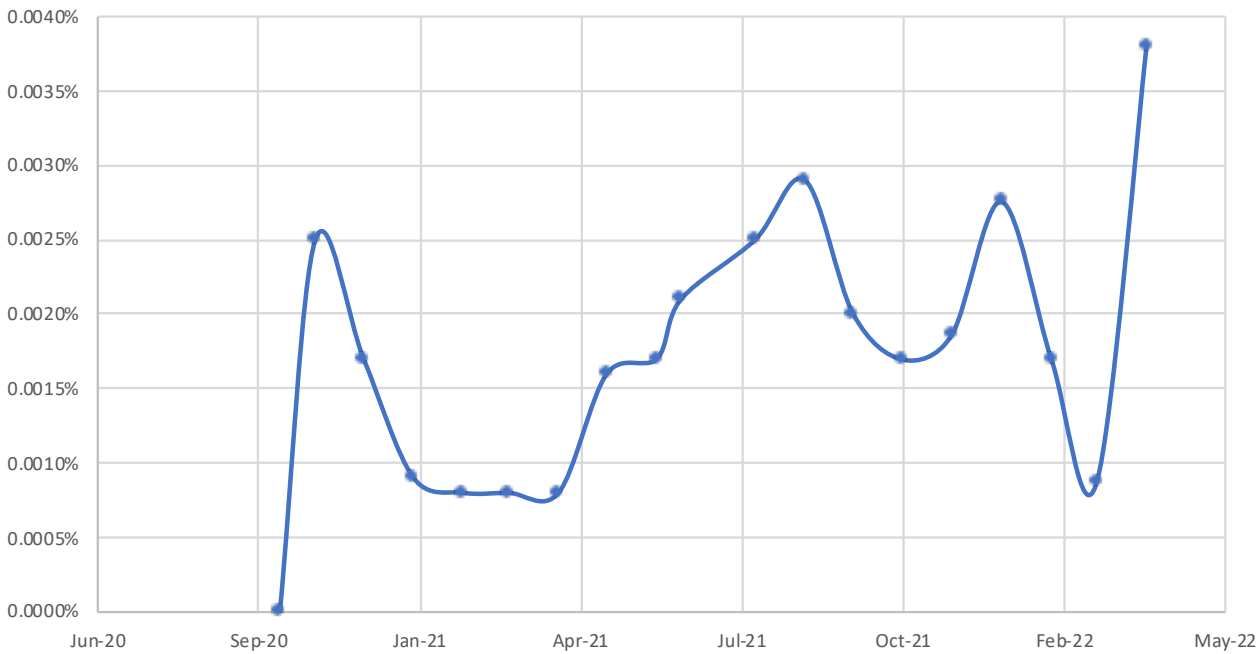
Wellsfargo General Fund IILD Account



NWABSD IILD CIP

Statement	Account Balance	Monthly Increase	Rate of return
Oct-20	\$ 20,000,000.00	\$ -	0.0000%
Oct-20	\$ 20,000,503.18	\$ 503.18	0.0025%
Nov-20	\$ 20,000,841.98	\$ 338.80	0.0017%
Dec-20	\$ 20,001,022.09	\$ 180.11	0.0009%
Jan-21	\$ 20,001,191.19	\$ 169.10	0.0008%
Feb-21	\$ 20,001,344.12	\$ 152.93	0.0008%
Mar-21	\$ 20,001,513.21	\$ 169.09	0.0008%
Apr-21	\$ 20,001,841.70	\$ 328.49	0.0016%
May-21	\$ 20,002,180.74	\$ 339.04	0.0017%
Jun-21	\$ 18,002,180.74	\$ (2,000,000.00)	
Jun-21	\$ 18,002,564.11	\$ 383.37	0.0021%
Jul-21	\$ 18,003,022.22	\$ 458.11	0.0025%
Aug-21	\$ 15,003,022.22	\$ (3,000,000.00)	
Aug-21	\$ 15,003,462.99	\$ 440.77	0.0029%
Sep-21	\$ 13,003,462.99	\$ (2,000,000.00)	
Sep-21	\$ 10,003,462.99	\$ (3,000,000.00)	
Sep-21	\$ 10,003,659.33	\$ 196.34	0.0020%
Oct-21	\$ 10,003,828.78	\$ 169.45	0.0017%
Nov-21	\$ 5,003,828.78	\$ (5,000,000.00)	
Nov-21	\$ 5,003,921.75	\$ 92.97	0.0019%
Dec-21	\$ 2,003,921.75	\$ (3,000,000.00)	
Dec-21	\$ 2,003,976.98	\$ 55.23	0.0028%
Jan-22	\$ 2,004,010.95	\$ 33.97	0.0017%
Feb-22	\$ 7,004,010.95	\$ 5,000,000.00	
Feb-22	\$ 7,004,071.62	\$ 60.67	0.0009%
Mar-22	\$ 7,004,338.11	\$ 266.49	0.0038%

Wellsfargo CIP IILD Account



Deposit Activities

INST INSURED LIQ DEPOSIT DEMAND A000MK3

*As of March 31, 2022

Interest earned
 this period
 266.49

Transaction Date	Activity	Principal	Market Value (\$)	Interest Amount	Principal Balance
------------------	----------	-----------	-------------------	-----------------	-------------------

Beginning Balance

7,004,071.62

03/31/22 Interest Rate 0.0912500%

266.49 7,004,338.11

Ending Balance

7,004,338.11

INST INSURED LIQ DEPOSIT SAVINGS A000MK6

*As of March 31, 2022

Interest earned
 this period
 313.92

Transaction Date	Activity	Principal	Market Value (\$)	Interest Amount	Principal Balance
------------------	----------	-----------	-------------------	-----------------	-------------------

Beginning Balance

8,250,404.69

03/31/22 Interest Rate 0.0912500%

313.92 8,250,718.61

Ending Balance

8,250,718.61

ESSER II

FY21-FY23 BUDGET

ESSER II- \$4,317,698
Fund 251--Funds Expire September 30, 2023

Positions

	FY21 BUDGET	FY22 BUDGET	FY23 BUDGET	ESSER II JUSTIFICATION
1 Student Advisor- Star	\$ 55,308.05	\$ -	\$ -	Continuing Services
Control Acct Benefits	\$ 39,763.06	\$ -	\$ -	
1 Services		\$ 129,804.73	\$ 131,000.00	Continuing Services
6 Counselors	\$ 339,395.88	\$ 310,000.00	\$ 520,000.00	Providing mental health services and supports
Control Acct Benefits	\$ 140,750.50	\$ 138,912.46	\$ 236,670.84	Increase to 6 Counselors FY22-23
	\$ -	\$ -	\$ -	
1 Parent & Public Relations	\$ 74,954.77	\$ -	\$ -	
Control Acct Benefits	\$ 18,212.14	\$ -	\$ -	
0.8 Data Specialist	\$ 94,283.55	\$ -	\$ -	
Control Acct Benefits	\$ 50,604.22	\$ -	\$ -	
3 Teachers District Wide	\$ 155,866.00	\$ 180,000.00	\$ 190,000.00	Continuing Services Addressing needs of low income students, CTE/VTC Teacher
Control Acct Benefits	\$ 73,383.00	\$ 76,000.00	\$ 76,000.00	
	\$ 1,042,521.17	\$ 834,717.19	\$ 1,153,670.84	

FY22 NANA Donation \$302,590 Total Salaries plus Benefits

Expenses

Extra Duty	\$ 5,825.00	\$ 3,307.85	\$ -	EDC for summer school follow up during June and July
Summer Credit Recovery				
Benefits	\$ 134.93	\$ 76.78	\$ -	
	\$ -	\$ -	\$ -	
Professional Tech	\$ -	\$ -	\$ -	
Travel for Window Project	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ 5,959.93	\$ 3,384.63	\$ -	
Supplies, Materials, Media				
Summer Reading Program	\$ 1,718.64	\$ -	\$ -	Reading program infant-adult. Addressing learning loss
Credit Recovery Supplies	\$ 11,627.55	\$ -	\$ -	Credit Recovery Supplies outside of Migrant Summer School- addressing learning loss
Technology Supplies	\$ 369,808.90	\$ -	\$ -	Actual Tech Costs for FY 21 iPad, cases, apple TVs etc.
Technology Supplies	\$ 28,133.43	\$ -	\$ -	Smart Boards for educational technology
Additional Actual COVID related costs	\$ 295,012.94			Supplies for Special Services Support including summer school and other technology and curriculum supplies
Covid Supplies	\$ 5,611.25	\$ 25,000.00	\$ 24,000.00	Other School COVID expenses (PPE etc.)
	\$ 711,912.71	\$ 25,000.00	\$ 24,000.00	
Construction & Equipment				
Server (equipment)	\$ 9,268.00	\$ -	\$ -	New Server equipment
	\$ 9,268.00	\$ -	\$ -	
Indirect Reimb				
Indirect	\$ 90,132.16	\$ 44,190.81	\$ 60,296.75	
Program Total	\$ 1,859,793.97	\$ 907,292.63	\$ 1,237,967.59	\$ 4,005,054.19 (312,543.81)

ESSER III

FY22-FY24

ARPA- \$9,696,937

Fund 252--Funds Expire September 30th, 2024

Positions	FY22 BUDGET	FY23 BUDGET	FY24 BUDGET	Account	ARPA JUSTIFICATION
Expenses					

Classified COVID Stipend	\$ 208,250.00	\$ -	\$ -	252.099.350.222.333	Per agreement \$1750 paid to FY 20 bargaining unit members continuously employed through the date of ratification and who remained on-site and provided necessary job-related support in district buildings as mandated by pandemic circumstances (119) Actual Costs
Staff Travel	\$ 9,032.40	\$ -	\$ -		Benefits for COVID Stipend
	\$ 37,500.00	\$ -	\$ -		additional travel costs for district activities
	\$ -	\$ -	\$ -		
	\$ 254,782.40	\$ -	\$ -		

Need to add copiers to FY23

Supplies, Materials, Media

Inupiaq Science cost includes personnel	\$ 15,000.00	\$ 220,000.00	\$ 20,000.00	252.099.100.000.450	FY23 6 Year subscription for ALEKs program to address learning loss, and Curriculum Replacement costs for FY22 and 24
	\$ 925,000.00	-	\$ 900,000.00	252.099.100.XXX.471	ELA Adoption FY24 Math Adoption FY24
	\$ 287,500.00	\$ 356,000.00	\$ 370,000.00	252.099.100.XXX.XXX	FY22 Physical Science, FY23 Biology, FY24 Environmental Science
	\$ 54,690.00	\$ 40,000.00	\$ 30,000.00		General COVID Supplies and additional cleaning costs
	\$ 154,400.00	\$ 65,000.00	\$ 65,000.00	252.099.XXX.XXX.450	Replacement Laptops, Smart Boards for educational technology, Gaggle, Other supplies as needed for continuity of services
	\$ 1,436,590.00	\$ 681,000.00	\$ 1,385,000.00		
	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	252.099.XXX.XXX.XXX	Additional Food Service Costs
	\$ 975,000.00			252.099.XXX.XXX.XXX	JNES Window Replacement, June Nelson Roof Replacement
	\$ 70,000.00	\$ -	\$ -	252.099.XXX.XXX.XXX	Server Upgrades
	\$ 118,000.00	\$ 118,000.00	\$ 59,000.00		E-Rate Consultant Costs Emergency Connectivity Fund
	\$ -	\$ 600,000.00			Middle School Laptop Refresh FY23
	\$ 2,163,000.00	\$ 1,718,000.00	\$ 1,059,000.00		

Learning Loss 20% of total allocation

Unused Travel budgeted for science worked reallocated to general travel

\$109,910 Donation from NANA COVID SUPPLIES including Tech
Additional Donation from Borough of 92K for Technology

Food Service

Construction & Equipment	\$ 197,343.87	\$ 122,828.80	\$ 125,132.80		
Indirect Reimb	\$ 4,051,716.27	\$ 2,521,828.80	\$ 2,569,132.80		
Program Total	\$ 4,249,060.14	\$ 2,644,657.60	\$ 2,694,265.60		

Costs are pending on actual costs. (window replacement may be moved to next FY)

f

Indirect \$ 197,343.87 \$ 122,828.80 \$ 125,132.80
 Program Total \$ 4,051,716.27 \$ 2,521,828.80 \$ 2,569,132.80
 \$ 9,142,677.87
 \$ (564,259.13) under

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2021

NUMBER: 22-081

FR: Office of the Superintendent

SUBJECT: Memorandum of
Agreement 22054
Addendum; E-Rate
Central Consulting
Services

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

Objective 2: NWABSD will build a responsive learning environment during both remote and in-person learning.

ABSTRACT:

Contracts over \$50,000 require the approval of the Board.

ISSUE:

At issue is to approve E-Rate Central Consulting Services Contract Addendum for an additional \$59,000 to be funded by ESSER III funds.

BACKGROUND AND/OR PERTINENT INFORMATION:

E-Rate Central provides consulting services to ensure the E-Rate programs are followed and all proper documentation is filed in a timely manner when procuring E-Rate qualified services. The District has a current MOA for traditional E-Rate services for 2021-2022 school internet.

In response to Congressional COVID-19 relief measures, the FCC rolled out a temporary support mechanism to help bridge the digital divide and the homework gap. Unlike traditional E-rate, the Emergency Connectivity Fund (ECF) will reimburse applicants for 100% of eligible charges. An initial ECF window opened for 45 days (June 29 – August 13, 2021) which the District applied for funding for internet services across the region to support qualifying student and staff homes. On March 23, 2022, the NWABSD was awarded \$14,371,030.47 by the Universal Service Administrative Co. (USAC) under this new E-Rate program for home internet.

E-Rate Central supports timely and accurate filing of required ECF E-Rate paperwork, program integrity assurance, and audit support. The cost for the additional E-Rate Central consulting services is \$59,000 to be taken from the ESSER III budget. This additional support cost would bring the total E-Rate Central 2021-2022 MOA to \$118,000 for both regular E-Rate consulting on school internet and new E-Rate consulting on eligible student and staff home internet.

ALTERNATIVES:

1. Approve E-Rate Central Consulting Services Contract Addendum for an additional \$59,000 as presented;
2. Do not approve the E-Rate Central Consulting Services Contract Addendum as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends Board approval of the E-Rate Central Consulting Services Contract Addendum for an additional \$59,000 as presented.

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

ADDENDUM TO
MEMORANDUM OF AGREEMENT

MOA # 22054

Between

Contractor Name: E-Rate Central

Address: 400 Post Avenue, Suite 410
Westbury NY 11590-2291

and

Northwest Arctic Borough School District

The above referenced Memorandum of Agreement is hereby amended as follows:
MOA Addendum:

	<u>Amount</u>
Account #: <u>ESSER III Funds</u>	<u>\$ 59,000</u>
Account #: _____	<u>\$</u>
Account #: _____	<u>\$</u>
Account #: _____	<u>\$</u>
Account #: _____	<u>\$</u>
NEW MOA Total:	<u>\$ 118,000</u>

Budget Authority Approval: _____

Contractor Additionally Agrees: to provide form filing and program integrity assurance support, document management, vendor management, invoicing, and billing and audit support pertaining to the Emergency Connectivity Fund for ECF windows 1 & 2.

District Additionally Agrees:

Date of Board Approval (if applicable): _____

Agreed to by:

Contractor, (Sign and Return to Program Contact Person) _____
Date

Superintendent- Authorized Signature, NWABSD _____
Date

Director of Administrative Services, NWABSD _____
Date

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-082

FR: Office of the Superintendent

SUBJECT: Approval of FY-23
Contract; E-Rate Central
Consulting Services

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

Objective 2: NWABSD will build a responsive learning environment during both remote and in person learning.

ABSTRACT:

Contracts over \$50,000 require the approval of the Board.

ISSUE:

At issue is to approve the FY-23 E-Rate Central Consulting Services contract for an amount not to exceed \$118,000 which will be funded by ESSER III funds.

BACKGROUND AND/OR PERTINENT INFORMATION:

E-Rate Central provides consulting services to ensure the E-Rate programs are followed and all proper documentation is filed in a timely manner when procuring E-Rate qualified services. The NWABSD (District) is applying for funding under two different E-Rate programs: 1. traditional E-Rate services for 2022-2023 school internet, and 2. Emergency Connectivity Fund (ECF) internets services for qualifying student and staff homes in the 3rd ECF filing window.

The traditional E-rate program provides funding for 90% of our school internet charges. The ECF will provide funding for 100% of eligible charges for internet services across the region to support qualifying student and staff homes. The District was awarded funding for both programs in the 2021-2022 school year and will continue those applications for the 2022-2023 school year and 3rd ECF filing window.

E-Rate Central supports timely and accurate filing of required E-Rate paperwork, program integrity assurance, and audit support. The cost for the E-Rate Central consulting services is \$59,000 for each E-Rate fund supported. The total E-Rate Central 2022-2023 Contract is for \$118,000 for both regular E-Rate consulting on school internet and new E-Rate consulting on eligible student and staff home internet.

ALTERNATIVES:

1. Approve the FY-23 contract with E-Rate Central Consulting Services for a total amount not to exceed \$118,000 as presented;
2. Do not approve the FY-23 contract with E-Rate Central Consulting Services as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the FY-23 contract with E-Rate Central Consulting Services for a total amount not to exceed \$118,000 as presented.

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

P. O. Box 51 Kotzebue, AK 99752

MEMORANDUM OF AGREEMENT (MOA)

MOA's for more than \$50,000 must be approved by the School Board prior to start of Contract
In a fiscal year MOA's to the same Contractor totaling more than \$50,000 must be approved by the School Board prior to start of Contract
Remember to follow federal procurement regulations when using federal funds to support the MOA

TAB BETWEEN FIELDS

Contractor: E-Rate Central MOA Control #: _____
Name of Company Contact Brad Eisel for #

Address: 400 Post Avenue, Suite 410 Westbury NY 11590-2291
Street or POB City State Zip + four

516 801-7803 516-801-7873 eflock@e-ratecentral.com
Area Code Phone # Fax # E-mail Address

Federal ID #: 11-2907608 O Soc. Sec. #: _____ Alaska Business License #: _____
Enter without Dashes r Enter without Dashes

07/01/2022 06/30/2023 W-9 Attached W-9 Submitted Previously
Start Date (mmddyy) End Date (mmddyy) Verify with Brad Eisel

Contractor Agrees To: Support timely and accurate filing of required E-Rate paperwork, program integrity assurance, document management, vendor management, invoice and billing support, and audit support for window 3 of the Emergency Connectivity Fund E-rate program and 2022-2023 school internet E-Rate program.
If additional space is needed, indicate here **See attachment**

District Contact Person: Amy Eakin Phone #: 907-442-1830 Ext _____
Email Address: aeakin@nwarctic.org Fax #: _____

District Agrees To: _____

If additional space is needed, indicate here **See attachment**

Payment Terms: _____

If additional space is needed, indicate here **See attachment**

Enter Account Code as:	<u>Amount</u>
Account #: _____	<u>\$ 118,000</u>
Account #: _____	<u>\$</u>
Total:	<u>\$ 118,000</u>

MOA Not to Exceed: \$118,000 Budget Authority Approval: _____

Additional Conditions/Provisions

A - GENERAL INFORMATION

1. All associated costs, not limited to fees and reimbursables, must be included in the MOA. All MOA's for more than \$50,000 require prior School Board approval before Contractor provides any service. (BP 3312)
2. The account to be charged must be determined and approved by the individual with budget authority prior to submission of the MOA to Brad Eisel. It is important to verify funds are available before submitting.
3. Prior to the starting date of the contracted services and/or activities, the Contractor and NWABSD must sign the MOA. The Contractor is not to be given a notice to proceed unless all the appropriate parties have approved and signed the MOA.
4. The District Contact Person will be responsible for obtaining the Contractor's signature and submitting the original MOA to Brad Eisel along with a W-9 for tax purposes.
5. The District Contact Person must approve for payment all Contractor invoices and verify receipts and backup documentation prior to submission for payment to the Accounting Department.
6. The Contractor must pay all expenses, and submit receipts for reimbursement, (airline receipt, hotel receipt, other travel related expenses). Mileage tickets are not eligible for reimbursement.
7. MOA's cannot be used for employee contracts or work agreements.
8. Any NWABSD employee who authorizes services prior to the required approvals may be subject to disciplinary action up to and including termination. (BP 4118, 4218)

B - CONTRACTOR RESPONSIBILITIES

1. Check the MOA for contents and completeness. If the terms are agreeable, sign the agreement and return to the individual named as the Contact Person.
2. In accordance with the payment terms set forth on page 1, the Contractor shall submit a detailed invoice with the dates the services were provided and the appropriate documentation (copies of itineraries, airline tickets, hotel bills, ground transportation, etc.) to the District Contact Person for approval of payment. This **MOA Control #:** must be on the invoice.
3. As a condition of performance, the Contractor must pay all federal, state, and local taxes incurred by the Contractor.
4. A W-9 must be on file with the NWABSD or submitted with this MOA.
5. The Contractor must provide proof of any liability insurance coverage required on page 1 of this MOA.
6. To the extent allowed by law, the Contractor shall indemnify, defend, and hold the NWABSD harmless from any liability resulting from or arising out of the acts of the Contractor in the performance of this MOA.
7. This contract may be terminated by either party with a 30-day written notice.

I HEREBY ACCEPT THIS MOA AND THE CONDITIONS/PROVISIONS CONTAINED HEREIN.
Any changes in the terms of this MOA must be on an ADDENDUM FORM prior to any services being performed. The ADDENDUM FORM must be approved by all parties.

Megan Williams

Director of Administrative Services – Fiscal
Approval

Director's Signature

Date (mm/dd/yy)

Terri Walker

Interim Superintendent –Authorized Signer
NWABSD

Superintendent's Signature

Date (mm/dd/yy)

Eric Flock

Contractor

Contractor's Signature

Date (mm/dd/yy)

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-089

FR: Office of the Superintendent

SUBJECT: Approval of Purchase; Big Ray's-
The Alaskan Outfitters

STRATEGIC PLAN/BOARD GOAL:

Goal 3: Family Support and Engagement

ABSTRACT:

Board approval is required for purchases that exceed \$50,000.

ISSUE:

At issue is for the Board to approve the purchases of migrant education student services clothing from Big Ray's Anchorage for a total amount not to exceed \$220,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

Migrant student clothing orders are being finalized and purchased by site according to orders received from parents. Total purchase cost will not exceed \$220,000 as budgeted.

These items were fully budgeted for and approved by the Alaska Department of Education as part of NWABSD's Migrant Title 1-C application. The purchase is funded from the Migrant Education Fund 262 budget.

ALTERNATIVES:

1. Approve the purchase of migrant education student services clothing from Big Ray's-The Alaskan Outfitters for a total amount not to exceed \$220,000 as presented;
2. Do not approve the purchase from Big Ray's-The Alaskan Outfitters as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the purchase of migrant education student services clothing from Big Ray's-The Alaskan Outfitters for a total amount not to exceed \$220,000 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-092

FR: Office of the Superintendent

SUBJECT: Approval of Purchase;
Versaflex, Inc.

ABSTRACT:

Board approval is required for expenditures that exceed \$50,000.

ISSUE:

At issue is to approve the purchase of urethane spray foam insulation and thermal barrier fire protection from VersaFlex, Inc. for the total amount not to exceed \$53,870.00.

BACKGROUND AND/OR PERTINENT INFORMATION:

The administration is requesting board approval to purchase 13 sets of Quickshield urethane spray foam insulation and 120 gallons of DC315 thermal barrier fire protection to install on the interior of the Kivalina school bus barn. The 13 sets of urethane spray foam come in 55 gallon drums for a total of 24 drums. The insulation will be sprayed on the interior walls 5" thick for an insulating value of R40 and the ceiling will be sprayed with 7" for an insulation value of R56. Once the insulation has been applied, DC315 thermal barrier will be sprayed on top of it to protect the insulation from fire. Both products are in very short supply throughout the nation and are long lead items. Anchorage supplier VersaFlex is the only in state vendor we've been able locate that can supply us both products. It is our hope to make the purchase in time to ship the products on the first barge to our region.

The administration is recommending approval of this proposal.

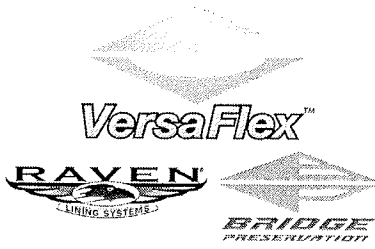
ALTERNATIVES:

1. Approve the purchase from VersaFlex, Inc. for the total amount not to exceed \$53,870 as presented.
2. Disapprove the purchase from VersaFlex, Inc. for the total amount not to exceed \$53,870 as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the purchase from VersaFlex, Inc. for the total amount not to exceed \$53,870 as presented.

Quote



VersaFlex, Inc.
 686 South Adams St
 Kansas City, KS 66105
 Phone: 913-321-9000

Quote No 110414
Quote Date 3/7/2022
Page 1

Bill To

NORTHWEST ARCTIC
 BOX 1110
 KOTZEBUE, AK 99752
 US

Ship to

NORTHWEST ARCTIC
 BOX 1110
 KOTZEBUE, AK 99752
 US

Customer No 1965
Slpsn 30100
Payment terms PRE-PAY

Loc AK
PPD/COL
Ship via Unknown
Ship Date A.S.A.P.

Qty Ordered	UOM	Item No	Unit price	Disc	Extended price
13.0000	LB	QS 112 XC Quickshield 112 XC SWD Urethane	1,666.0000		21,658.00
13.0000	EA	F-ISOCYANATE-50GM ISOCYANATE (MDI) - M Metal Drum	1,666.0000		21,658.00
24.0000	EA	M-DC315-5GP DC315 5 GALLON PAIL	439.7500		10,554.00

Quote good for 2 weeks

THE QUOTE TOTAL MAY NOT REFLECT MISCELLANEOUS CHARGES, FREIGHT OR SALES TAX

Quote Total
53,870.00

General Terms: The Versaflex Companies ("Seller") reserves the right to increase pricing in its sole discretion based on Seller's cost increases upon notice to customer. Any terms, conditions, or other provisions of a purchase order or similar document provided by customer ("Order") are rejected. Any Order will be processed and billed subject to the terms, conditions, and other provisions of the current signed contract between customer and Seller, if any. If no such contract exists, then the Terms and Conditions of Sale that are attached hereto will apply to your Orders, as modified by the pricing, payment terms, quantities, and any other commercial provisions that you have been advised of by your sales person as confirmed in the Seller's internal records.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board adopt the FY23 Proposed Operating Fund Budget as presented.

**Northwest Arctic Borough School District
FY23 Proposed Budget**

	FY21	FY22	FY23	<u>Changes</u> <u>Preliminar</u> <u>y to</u> <u>Proposed</u>	NOTES
	<u>Actual</u> <u>Transactions</u>	<u>Current</u> <u>Budget</u>	<u>Proposed Budget</u> <u>Budget</u>		
REVENUE					
Other Local Revenue	\$402,235	\$600,000	\$450,000	(\$150,000)	Estimated based on historical
Earnings on Investments	\$1,695	\$3,200	\$3,000	(\$200)	
Donations/Contributions	\$100	\$0	\$0	\$0	
Borough Appropriation	\$4,140,049	\$4,151,951	\$4,402,689	\$250,738	Increase due to property value
E-rate Program	\$6,808,765	\$6,860,873	\$7,456,903	\$596,030	Increase to Bandwidth in FY22
State Foundation	\$37,189,092	\$37,462,908	\$36,660,884	(\$802,024)	Based on Projection of 1831
Other State Rev - Quality Schools	\$112,592	\$273,143	\$127,645	(\$145,498)	Based on ADM
TRS On-behalf	\$2,828,647	\$3,191,942	\$2,889,915	(\$302,027)	
PERS On-behalf	\$723,064	\$611,444	\$734,163	\$122,719	
Revenue - Other State Sources	\$182,316	\$0	\$0	\$0	
Impact Aid Program	\$1,117,598	\$6,858,607	\$6,216,361	(\$642,246)	Hold Harmless
TOTAL REVENUES	\$53,506,153	\$60,014,068	\$58,941,560	(\$1,072,508)	
TRANSFERS IN					
Capital Improvement Funds	\$0	\$0	\$1,132,979		Transfer in to Balance Budget
TOTAL TRANSFERS IN	\$0	\$0	\$1,132,979		
EXPENSES					
Certificated Salaries	\$14,948,942	\$14,744,082	\$13,751,786	(\$992,296)	Reduced by 14 teaching positions
Non-Certificated Salaries	\$6,970,323	\$8,803,903	\$8,780,742	(\$23,161)	
Leave Pay Out	\$319,396	\$219,832	\$200,000	(\$19,832)	
Board Stipends	\$80,521	\$79,000	\$79,000	\$0	
Employee Benefits	\$9,733,289	\$10,737,630	\$11,098,515	\$360,885	Reduced by estimated Insurance Savings
TRS On-behalf	\$2,828,647	\$3,191,942	\$2,889,915	(\$302,027)	
PERS On-behalf	\$723,064	\$611,444	\$734,163	\$122,719	
SUBTOTAL: Personnel	\$35,604,184	\$38,387,833	\$37,534,122	(\$853,711)	
Professional & Technical Services	\$2,558,635	\$3,191,302	\$3,358,006	\$166,704	Increase for Maint. Services
Staff Travel	\$140,693	\$531,348	\$623,800	\$92,452	
Board Travel	\$1,860	\$89,379	\$89,379	\$0	
Student Travel	\$451,837	\$729,316	\$714,000	(\$15,316)	
Utility Services	\$8,181,371	\$8,342,599	\$8,657,239	\$314,640	Reduced by estimated building closure savings
Energy-includes electricity & fuel	\$3,277,696	\$4,032,395	\$5,023,195	\$990,800	Heating Fuel Increase
Other Purchased Services	\$2,336,243	\$2,454,407	\$2,369,016	(\$85,391)	
Property & Liability Insurance	\$961,903	\$953,044	\$1,000,159	\$47,115	Projected Increase
Supplies, Materials & Media	\$1,381,510	\$1,461,071	\$1,520,108	\$59,037	
Tuition	\$32,988	\$34,000	\$34,000	\$0	
Dues & Fees	\$156,506	\$176,305	\$134,494	(\$41,811)	
Inventoried Equipment	\$125,422	\$59,508	\$50,000	(\$9,508)	
Indirect Cost Recovery	(\$336,128)	(\$300,000)	(\$300,000)	\$0	
SUBTOTAL: Non-Personnel	\$19,270,536	\$21,754,673	\$23,273,396	\$1,518,723	
TOTAL EXPENSES	\$54,874,720	\$60,142,506	\$60,807,518		
TRANSFERS OUT					
Food Service Fund	\$1,489,745	\$0	\$0	\$0	
ATC	\$298,108	\$0	\$0	\$0	
Star of the Northwest - Magnet Schoc	\$158,902	\$0	\$0	\$0	
Teacher Housing Fund	\$425,969	\$450,000	\$350,000	(\$100,000)	Reduction in Housing Leases
Special Revenue Fund	\$227,973	\$45,000	\$50,000	\$5,000	
TOTAL TRANSFERS OUT	\$2,600,698	\$495,000	\$400,000	(\$95,000)	
INCREASE (DECREASE)-UNRESERVED FE	(\$3,969,264)	(\$623,438)	(\$1,132,979)		Use of Fund Balance to balance budget

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: a. Capital Projects
Report

Kathy Christy, Capital Projects Manager reports on the following:

DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT (DEED): No Change

Applications were submitted for three major maintenance projects: JNES Gym Roof Replacement, Davis-Ramoth K-12 School Renewal and Upgrade, and Buckland K-12 School HVAC Renewal and Upgrade. DEED has released the final project rankings which are unchanged from November. JNES Gym Roof is ranked 35, Davis-Ramoth ranks 58 and Buckland is 54 out of 97 Major Maintenance projects. The Governor's budget does not include funding for major maintenance projects.

JNES REPAIRS – Request for bids to reroof and repair the JNES Gym Mezzanine was advertised March 2. With a 21-day bid periods bids were due March 21. No bids were received. At the March meeting the Board approved requesting informal proposals for the JNES Gym Mezzanine Repair and a delegation of contracting authority to the Superintendent.

Last year the District advertised for a contractor to install new windows at JNES. No bids were received for that project. The Board approved requesting proposals for that project with a delegation of contracting authority of \$100,000 to the Superintendent. The District received separate approval to purchase the windows from Capital Glass. Because of material shortages the fabrication of the windows was not completed until this calendar year.

For efficiency and to make these construction projects more attractive to potential contractors the administration combined the mezzanine repair and the window replacement work into one request for proposals. Over twenty contractors were notified of the RFP. Four contractors expressed interest in proposing. Proposals are due at 1 pm April 12. Proposers may propose on each project or both. If the proposed prices exceed the delegation of authority Board approval will be requested at the April meeting.

DEERING ADDITION AND RENEWAL: The Deering School site is extremely constrained. The school qualifies for additional square footage under the DEED formula. The school cannot be expanded without removal of the playground and potentially moving teacher housing off-site or obtaining adjacent property. The architect presented three potential expansion options for consideration by the ASC and Deering community via a Teams meeting with the Superintendent February 23. Those attending were very definite that they did not see value in upgrading and expanding the existing school. They said they would rather wait for a new school. The suggestion was made to select a new site along the new road that is being constructed to the airport. The Department of Transportation has provided the alignment for the road. Road construction is to be completed fall 2023.

The administration is proceeding with development of the DEED grant application for a replacement school for Deering. The application will include an evaluation of site options.

VILLAGE ENERGY EFFICIENCY LIGHTING PROGRAM (VEEP) GRANT: No change

Last year the District received a \$23,600 grant from the Alaska Energy Authority to replace the outdoor lighting at the Noatak School with LED fixtures. One exterior pole mounted light fixture remains to be installed.

AEA is accepting applications for new energy efficiency projects. Applications are due later this month. Property Services is evaluating if the District can benefit from this program.

ALASKA HOUSING FINANCE CORPORATION (AHFC) TEACHER HOUSING: Kivalina – No change The District has two AHFC teacher housing grants for new duplexes at the new Kivalina site. The delivery of building materials for the duplexes was delayed but materials now are stored on site for construction of the units by Maintenance summer 2022. AHFC has approved a grant extension.

Selawik – AHFC selected Selawik Teacher Housing for a \$370,374 grant. The local share of costs is \$123,549. The grant paperwork has been submitted to AHFC. The project will start this summer.

FY-19 BOROUGH LEGISLATIVE GRANT

Kivalina Vehicle Garage

The Fire Marshal has approved the plans for finishing the building. District has found a source of insulation for the building. Work will resume as soon as weather allows.

Buckland HVAC Upgrade

The Borough has approved \$888,088 of a state grant to the Buckland HVAC Upgrade project. RSA Engineering will prepare the project documents for bidding. As the mechanical system components are long lead items the upgrade work will occur summer 2023.

KIVALINA K-12 REPLACEMENT SCHOOL

Construction: Work continues to progress well. The focus is on interior finishes. The project remains on schedule. Kisimgiuqtuq School is the name selected for the school.

Art: An additional photographic mural by Kevin Smith will be on the Board agenda for approval. Kevin will make one more trip to Kivalina at the end of April to take photographs of elders.

ATC FAMILY HOUSING

The District is seeking grant funds for the construction of a 6-plex building to provide family housing for ATC students. NVision (formerly Krochina Architects) is finalizing the schematic design.

ACTION ITEM ON THE AGENDA:

NWABSD Memo 22-087 (attached), Approval of Contract; Kevin G. Smith Photography:

The administration recommends the Board approve additional contract with Kevin G. Smith Photography, to provide additional artwork for the Kivalina K-12 Replacement School, total amount not to exceed \$60,000 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-087

FR: Office of the Superintendent

SUBJECT: Approval of Contract; Kevin G.
Smith Photography

ABSTRACT:

Contracts that exceed \$50,000 requires Board approval.

ISSUE:

At issue is for the Board to approve the additional contract with Kevin G. Smith Photography, to provide additional artwork for the Kivalina K-12 Replacement School, total amount not to exceed \$60,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

State Statutes require that a percentage of construction funds for State funded projects be allocated for artwork. The total art budget for the Kivalina project is \$266,500. Kevin G. Smith Photography currently has a contract to produce photographs for the commons of the Kivalina Replacement School. The community has requested that he produce an additional mural for the gym. Kevin Smith has provided elder and historic photographs for a number of the District school construction and renovation projects. He produced the gym mural in Noatak and the hanging "lanterns" Shungnak. All his work is treasured by the communities that have received his pieces.

At the February 2020 Board meeting, the Board approved the contract for Kevin G. Smith Photography, to provide artwork for the Kivalina K-12 Replacement School, for a total amount not to exceed \$100,000. Kevin Smith estimated the cost of the common art at \$77,000. After determining the appropriate location and size of the additional mural for the gym he proposed a price of \$60,000. As the total amount of the artwork exceeds the limit identified in the earlier Board memo additional Board approval is required. With the approval of this contract a balance of \$129,500 will remain for any additional artwork for the school.

ALTERNATIVES:

1. Approve the additional contract with Kevin G. Smith Photography, to provide additional artwork for the Kivalina K-12 Replacement School, total amount not to exceed \$60,000as presented;
2. Do not approve an additional contract with Kevin G. Smith Photography as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve additional contract with Kevin G. Smith Photography, to provide additional artwork for the Kivalina K-12 Replacement School, total amount not to exceed \$60,000 as presented.

MEMORANDUM

TO: Regional School
Board Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: b. Property Services
Report

Craig McConnell, Director of Property Services reports on the following:

AMBLER: Ambler's Building Plant Operator Bryan Jones resigned his position effective April 6. The position is currently being advertised. Both our plumber and electrician traveled to Ambler to address a variety of routine maintenance issues and to help the principal in general since she is without a BPO at this time.

BUCKLAND: Buckland's mini-van is currently down due to a broken alternator belt. We sent a replacement belt weeks ago but learned last week it's not installed yet. It typically takes 5-10 minutes to replace the alternator belt so it's not worth sending a person there for such a small job. I will work on getting it done locally.

DEERING: In March, assistant superintendent Scott Lefebvre and myself, traveled to Deering to inspect complaints about the school's windows. The complaints centered around the windows not operating correctly and leaking cold air. While there we inspected every window in every classroom and discovered a variety of issues we believe are causing the classrooms to be cold. The issues are better explained verbally than on paper. I will explain them at the upcoming board meeting. Our electrician traveled to Deering to address a variety of electrical and electronic issues, including the gymnasium PA system. The principal expressed she needs the PA system working for next month's graduation. Our electrician made repairs to the system and provided the principal instructions on how to operate it.

KIANA: On request of the principal our electrician traveled to Kiana and installed an electronic door lock system on the school's main doors.

KIVALINA: On April 18 two district carpenters will travel to Kivalina to begin construction of the two teacher housing duplexes that were grant funded by AHFC. Currently we are advertising for additional carpenters and laborers to help with the project.

KOBUK: NMS has had major problems filling their vacant custodial position at the Kobuk school. Multiple times they have had to send someone there from another village or from outside the region.

KOTZEBUE: Last week three contractors inspected two separate projects at JNES which we're hoping to complete this summer. The first project is the gymnasium mezzanine roof repair and the second is the replacement of 40 windows throughout JNES. The three contractors may respond with cost proposals for one or both projects.

NOATAK: The main sewer line on the school froze so we chartered our plumber from Noorvik to Noatak so he could clear the line and minimize lost school time. Our plumber had the sewer cleared by the following morning.

NOORVIK: Our plumber traveled to Noorvik and completed the finish plumbing on a teacher housing duplex remodel. Other than cleaning the unit, that project is now completed.

SELAWIK: Our plumber traveled to Selawik and replaced a leaking hot water tank in a teacher housing unit. While there he attended to a variety of other know maintenance issues, including a glycol leak in another teacher housing unit.

SHUNGNAK: No issues to report at Shungnak.

ACTION ITEMS ON THE AGENDA:

NWABSD Memo 22-086 (attached), Approval of Purchase; Construction Machinery Industrial, Inc:

The administration recommends the Board approve the purchase of a loader for the new Kivalina School from CMI for a total amount not to exceed \$2210,000 as presented.

NWABSD Memo 22-088 (attached), Approval of Contract; TC Construction, Inc:

The administration recommends the Board approve the contract with TC Construction, Inc. to repair the JNES mezzanine and window replacement for an amount not to exceed \$658,022 as presented.

NWABSD Memo 22-092 (attached), Approval of Purchase; Versaflex, Inc:

The administration recommends the Board approve the purchase from VersaFlex, Inc. for the total amount not to exceed \$53,870 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-086

FR: Office of the Superintendent

SUBJECT: Approval of Purchase;
Construction Machinery
Industrial, Inc.

ABSTRACT:

Board approval is required for contracts \$50,000.00 and higher.

ISSUE:

At issue is for the Board approve the purchase a loader for the new Kivalina School from Construction Machinery Industrial, Inc. for a total amount not to exceed \$210,000, which includes FOB Anchorage.

BACKGROUND AND/OR PERTINENT INFORMATION:

The new Kivalina school will open to students October 1, 2022. The school is situated seven (7) miles from the village which will require us to provide school bus service. For the school busses to navigate the campus, a loader will be needed for snow removal. The new school site accumulates a huge amount of snow, so a loader is essential for school bus operation.

The administration has extensively researched purchase of a loader and recommends purchasing a 2018 Volvo L110H Loader from Construction Machinery Industrial, Inc. (CMI) located in Anchorage. The Volvo is slightly used with only 2,900 hours which is essentially still new. There are a variety of equipment brands available however, the administration recommends purchasing a Volvo since the district already has a Volvo loader and dump truck in Kotzebue. It is our preference to stick with one brand of heavy equipment. The total amount is not to exceed \$210,000, which includes FOB Anchorage. The estimated freight cost from Anchorage to Kivalina will not exceed \$50,000.

ALTERNATIVES:

1. Approve the purchase of a loader for the new Kivalina School from CMI for a total amount not to exceed \$2210,000 as presented;
2. Do not approve the purchase from CMI as presented as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the purchase of a loader for the new Kivalina School from CMI for a total amount not to exceed \$2210,000 as presented.



5400 Homer Drive
 Anchorage, Alaska 99518
 Ph: (907) 563-3822 Fax: (907) 563-1381

PROPOSAL

Proposal #: NWABSD L110H
 Page: 1 of 1
 Date: 4/13/2022
 Issued by: Jay Ahrenholz
 Cell #: 907-351-0191
 Email: j.ahrenholz@cmiak.com

To: NWAB School District

Attention: Avery

We at Construction Machinery are pleased to quote the following equipment for your review:	
1	2018 Volvo L110H loader
	CMI Unit #VL1911 Serial #L110HK05631455 Approximate hours - 2,900 Enclosed cab with heat and A/C Full fenders rear Fuel fill strainer Hand throttle control Engine block heater Reversible cooling fan Air suspension seat Radio with bluetooth/usb/aux Rear view camera Forward view mirror Rear view mirrors - electric adjust with heat Dual work lights front of cab Dual work lights rear of cab Reverse lights automatic LED warning beacon Back up alarm Boom suspension system Hydraulic 4 function Frame, life time guarantee Volvo 4.5 cu yd bucket with bolt on cutting edge PSM pallet forks Holms PD 4.0 snow blade
	\$176,500.00
	\$16,000.00
	\$17,500.00
	\$210,000.00
Sale price FOB CMI Anchorage Branch..... Prices are valid for 30 days. Machine availability subject to prior sale or lease. Any applicable taxes not included.	
<small> WARRANTIES: This proposal is made on the basis of the information provided by you and does not constitute an offer of any product. The only warranty is the implied warranty of merchantability and fitness for the particular purpose. All other warranties, express or implied, are hereby disclaimed. The manufacturer's warranty is the only warranty that applies to this equipment. The manufacturer's warranty is the only warranty that applies to this equipment. The manufacturer's warranty is the only warranty that applies to this equipment. The manufacturer's warranty is the only warranty that applies to this equipment. </small>	
Construction Machinery Industrial, LLC By: Jay Ahrenholz Title: Equipment Sales/Rentals	Accepted by: _____ Title: _____ Date: _____ NWAB School District

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-088

FR: Office of the Superintendent

SUBJECT: Approval of Contract; TC
Construction, Inc.

ABSTRACT:

Board approval is required for contracts \$50,000.00 and higher.

ISSUE:

At issue is for the Board to approve the contract with TC Construction, Inc. to repair JNES mezzanine and window replacement for an amount not to exceed \$658,022.

BACKGROUND AND/OR PERTINENT INFORMATION:

The June Nelson Elementary School (JNES) roof was inspected by BDS architects and LCG Engineers in July 2021 in preparation of a Department of Early Education and Development (DEED) grant application. The roof was found in a very poor and degrading condition. In addition, the mezzanine attached to the gym had suffered extensive water damage and requires reroofing and structural repair. The gym roof was identified as a critical need and was repaired December 2021.

The mezzanine damage was determined to be less critical and could wait for repair in summer 2023. The design documents for the mezzanine work were completed and the project went out to bid March 2, 2022. Bids were due March 21 at 1 pm. Fifty-five companies viewed the plans, including 15 general contractors. However, no bids were received. At the March Board Meeting, the Board approved seeking informal quotes for the work and a delegation of contracting authority to the Superintendent not to exceed a total cost \$350,000.

The District contacted potential proposers, where we included the replacement of JNES windows to the scope of work. Four contractors expressed interest in submitting proposals, but we received two proposals which were opened on April 12, 2022. The results as follows:

	Boretide Construction	TC Construction, Inc.
JNES Mezzanine Repair:	\$536,467	\$529,011
JNES Window Replacement:	<u>\$130,354</u>	<u>\$129,011</u>
Combined Total:	\$666,821	\$658,022

The lowest responsive and responsible proposer is TC Construction.

ALTERNATIVES:


1. Approve the contract with TC Construction, Inc. to repair the JNES mezzanine and window replacement for an amount not to exceed \$658,022 as presented;
2. Do not approve the contract with TC Construction, Inc. as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the contract with TC Construction, Inc. to repair the JNES mezzanine and window replacement for an amount not to exceed \$658,022 as presented.

MEMORANDUM

TO: Peter Frank, Boretide Construction, LLC
Randy Christianson, TC Construction, Inc
Kathy Christy, NWABSD Capital Projects

FR:  Craig McConnell; Director, NWABSD Property Services

DATE: April 12, 2022

RE: Project #557-03 Bid Opening

Two contractors submitted bids for the JNES Mezzanine and Window Replacement Project (project #557-03) by the deadline of 1:00 pm, April, 12, 2022. The two bids submitted are as follows:

Boretide Construction, LLC
JNES gym mezzanine repair \$536,467.00
JNES window replacement \$130,354.00
Combined Total \$666,821.00

TC Construction, Inc
JNES gym mezzanine repair \$529,011.00
JNES window replacement \$129,011.00
Combined Total \$658,022.00

TC Construction, Inc was the successful bidder for both projects with a combined bid price of \$658,022.00.

Northwest Arctic Borough School District
Kotzebue, Alaska

PROPOSAL FORM

ITB #557-03

JNES REPAIRS NWABSD Project #557-03

Signed proposal form to be emailed to: Craig McConnell at
emcconnell@nwarctic.org
on or before
1:00 pm AKDT
April 12, 2022

We, the undersigned, in accordance with the associated Instructions to Proposers, General Conditions, and Specifications hereby propose to furnish all labor, materials, equipment, tools and supervision necessary for the repair of the gym mezzanine and window replacement of the JNES School in Kotzebue, Alaska. Bid computation shall be as provided in the Project Documents to establish the apparent low qualified bidder. The prices below are inclusive of all labor, equipment, tools and supplies, and all other work defined in the Specifications which are a part of this Invitation to Propose. Contract will be awarded based on the Proposed Pricing and available funding and as determined to be in the best interest of the Northwest Arctic Borough School District.

Proposal Item 1: Scope related to the reroof and repair of the June Nelson School gym mezzanine in Kotzebue, Alaska.

\$ 536,467
Bid (NUMBERS)

Five hundred thirty six thousand, four hundred sixty seven
(IN WORDS) dollars.

Proposal Item 2: Scope related to the installation of owner provided ~~48~~⁴⁰ replacement windows of the June Nelson School.

\$ 130,354
Bid (NUMBERS)

One hundred thirty thousand, three hundred fifty four
(IN WORDS) dollars.

Proposal Item 3: Proposed price for Items 1 and 2 combined.

\$ 666,821

Northwest Arctic Borough School District
Kotzebue, Alaska

PROPOSAL FORM

ITB #557-03

JNES REPAIRS NWABSD Project #557-03

Signed proposal form to be emailed to: Craig McConnell at
cmcconnell@nwarctic.org
on or before
1:00 pm AKDT
April 12, 2022

We, the undersigned, in accordance with the associated Instructions to Proposers, General Conditions, and Specifications hereby propose to furnish all labor, materials, equipment, tools and supervision necessary for the repair of the gym mezzanine and window replacement of the JNES School in Kotzebue, Alaska. Bid computation shall be as provided in the Project Documents to establish the apparent low qualified bidder. The prices below are inclusive of all labor, equipment, tools and supplies, and all other work defined in the Specifications which are a part of this Invitation to Propose. Contract will be awarded based on the Proposed Pricing and available funding and as determined to be in the best interest of the Northwest Arctic Borough School District.

Proposal Item 1: Scope related to the reroof and repair of the June Nelson School gym mezzanine in Kotzebue, Alaska.

\$ 529,011

Bid (NUMBERS)

FIVE HUNDRED AND TWENTY NINE THOUSAND AND ELEVEN DOLLARS

(IN WORDS)

Proposal Item 2: Scope related to the installation of owner provided 49 replacement windows of the June Nelson School.

\$ 129,011

Bid (NUMBERS)

ONE HUNDRED AND TWENTY NINE THOUSAND AND ELEVEN DOLLARS

(IN WORDS)

Proposal Item 3: Proposed price for Items 1 and 2 combined.

\$ 658,022

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-092

FR: Office of the Superintendent

SUBJECT: Approval of Purchase;
Versaflex, Inc.

ABSTRACT:

Board approval is required for expenditures that exceed \$50,000.

ISSUE:

At issue is to approve the purchase of urethane spray foam insulation and thermal barrier fire protection from VersaFlex, Inc. for the total amount not to exceed \$53,870.00.

BACKGROUND AND/OR PERTINENT INFORMATION:

The administration is requesting board approval to purchase 13 sets of Quickshield urethane spray foam insulation and 120 gallons of DC315 thermal barrier fire protection to install on the interior of the Kivalina school bus barn. The 13 sets of urethane spray foam come in 55 gallon drums for a total of 24 drums. The insulation will be sprayed on the interior walls 5" thick for an insulating value of R40 and the ceiling will be sprayed with 7" for an insulation value of R56. Once the insulation has been applied, DC315 thermal barrier will be sprayed on top of it to protect the insulation from fire. Both products are in very short supply throughout the nation and are long lead items. Anchorage supplier VersaFlex is the only in state vendor we've been able locate that can supply us both products. It is our hope to make the purchase in time to ship the products on the first barge to our region.

The administration is recommending approval of this proposal.

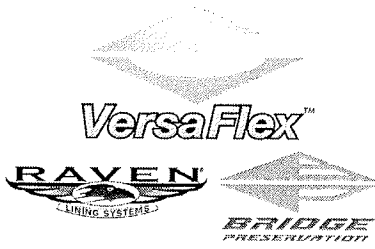
ALTERNATIVES:

1. Approve the purchase from VersaFlex, Inc. for the total amount not to exceed \$53,870 as presented.
2. Disapprove the purchase from VersaFlex, Inc. for the total amount not to exceed \$53,870 as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the purchase from VersaFlex, Inc. for the total amount not to exceed \$53,870 as presented.

Quote



VersaFlex, Inc.
 686 South Adams St
 Kansas City, KS 66105
 Phone: 913-321-9000

Quote No 110414
Quote Date 3/7/2022
Page 1

Bill To

NORTHWEST ARCTIC
 BOX 1110
 KOTZEBUE, AK 99752
 US

Ship to

NORTHWEST ARCTIC
 BOX 1110
 KOTZEBUE, AK 99752
 US

Customer No 1965
Slpsn 30100
Payment terms PRE-PAY

Loc AK
PPD/COL
Ship via Unknown
Ship Date A.S.A.P.

Qty Ordered	UOM	Item No	Unit price	Disc	Extended price
13.0000	LB	QS 112 XC Quickshield 112 XC SWD Urethane	1,666.0000		21,658.00
13.0000	EA	F-ISOCYANATE-50GM ISOCYANATE (MDI) - M Metal Drum	1,666.0000		21,658.00
24.0000	EA	M-DC315-5GP DC315 5 GALLON PAIL	439.7500		10,554.00

Quote good for 2 weeks

THE QUOTE TOTAL MAY NOT REFLECT MISCELLANEOUS CHARGES, FREIGHT OR SALES TAX

Quote Total
53,870.00

General Terms: The Versaflex Companies ("Seller") reserves the right to increase pricing in its sole discretion based on Seller's cost increases upon notice to customer. Any terms, conditions, or other provisions of a purchase order or similar document provided by customer ("Order") are rejected. Any Order will be processed and billed subject to the terms, conditions, and other provisions of the current signed contract between customer and Seller, if any. If no such contract exists, then the Terms and Conditions of Sale that are attached hereto will apply to your Orders, as modified by the pricing, payment terms, quantities, and any other commercial provisions that you have been advised of by your sales person as confirmed in the Seller's internal records.

MEMORANDUM

TO: Regional School
Board Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: c. Human Resources
Report

Janice Hadley, Director of Human Resources (HR) reports on the following:

HR is currently recruiting for approximately 40 certified positions for FY23 and approximately 17 classified positions (and additional temporary positions). Our goal is reach zero openings, but as stated in previous meetings, zero openings is a tough number to attain but we continue to strive for it.

HR is actively interviewing candidates from Alaska Teacher Placement. HR attended Job Fairs in March and April and a team is currently at 2 Job Fairs in Minneapolis and conducting University visits. We are also continuing to hire J1 Visa teachers through I Teach America.

Position vacancies per site for FY23:

Ambler	Certified: MS/HS Math Science. Classsified full
Buckland	Certified: 1 st grade and Counselor/Dean of Students (BKC/DRG). Classified full
Deering	Cerified: 3/4/5 grade and Dean of Students/Counselor (BKC/DRG). Classified: COVID screener
Kiana	Certified: preK, MS/HS Generalist and MS/HS Social Studies. Classified full
Kivalina	Certified: Prinicipal, PreK, MS/HS Math, MS/HS Science Teacher, MS Generalist, 5 th grade, MS/HS SS ; Classified: instructional aide
Kobuk	Certified: Classified filled
June Nelson Elementary	Certified: Sped, 4 th grade, 2 nd grade. Classified: sped aide and Bilingual Instructor
Kotzebue Middle/High School	Certified: HS Math and Art, 6 th Language Arts, 8 th Science. Classified: Intensive Sped Aide and Migrant Ed Aide
Noatak	Certified: Principal, and K/1 st . Classified: maintenance
Noorvik	Certified: Asst. Principal, K/1. Classified: Intensive Sped aide and Title I/Migrant aide.
Selawik	Certified full. Classified: 2 nd Bilingual Instructor
Shungnak	Certified: MS/HS Language Arts/SS. Classified: Migrant Ed Aide and COVID Screener
Star of the NW Magnet School	Certified: full. Classified:Dorm Parent
Alaska Technical Center	Certified: full. Classified full
District Office	MAINTENANCE: Journeyman Plumber, Heating Controls Technician X2. Itinerant Sped PreK-12 and Speech Pathologist

Per Board request, below are samples of separation responses:

1. Health reasons X2
2. Make a fresh start
3. Lack of motivation to keep working

ACTION ITEM ON THE AGENDA:

NWABSD Memo 22-091 (attached) and Addendum dated 4/24/2022, Approval of Human Resources:

FY-23 new certified hires at Ambler, Buckland, Kobuk, Kotzebue Middle/High (KMHS), Selawik and Noorvik; the FY-23 certified rehires at Ambler, Buckland, June Nelson Elementary (JNES), Kiana, Noatak, Noorvik, Selawik, Shungnak, NW Magnet School, and District Office (DO); and the FY-22 classified new hires at the Alaska Technical Center and DO as presented.

**REVISED
MEMORANDUM**

TO: NWABSD Board of Education

DATE: April 26, 2022

NUMBER: 22-091

FR: Office of the Superintendent

SUBJECT: Approval of Human Resources

STRATEGIC PLAN/BOARD GOAL:

Employee Development: Become the employer of choice in the region.

ABSTRACT:

Each month various Human Resources actions occur which require Board action or cognizance.

ISSUE:

At issue is the approval of Human Resources actions.

BACKGROUND AND/OR PERTINENT INFORMATION:

On a monthly basis the administration recommends Board approval of new certified/classified hires, position reclassifications, and new or revised job descriptions. In addition, the administration informs the Board of resignations, transfers, and terminations throughout the district.

The April 2022 Human Resources action items for Board approval of the FY-23 new certified hires at Ambler, Buckland, Kobuk, Kotzebue Middle/High (KMHS) and Noorvik; the FY-23 certified rehires at Ambler, Buckland, June Nelson Elementary (JNES), Kiana, Noatak, Noorvik, Selwaik, Shungnak, NW Magnet School, and District Office (DO); and the FY-22 classified new hires at the Alaska Technical Center and DO.

Human Resources reports on the certified resignations at KMHS and JNES; and the classified resignation at Selawik.

ALTERNATIVES:

1. Approve the Human Resources actions and HR Addendum dated 4/24/2022 as presented;
2. Disapprove the Human Resources actions as presented;
3. Take no final action.

ADMINISTRATION RECOMMENDATION:

The administration recommends the Board approve the Human Resources actions and HR Addendum dated 4/24/2022 as presented.

**Human Resources
April 2022**

I. The administration recommends approval of the following action items:

- a) Certified new hires FY-23
- b) Certified rehires FY-23
- c) Classified new hires FY-22

a) The administration recommends approval of the following FY-23 Certified New Hires:

LOCATION & DATE	NAME	POSITION
<u>AMBLER</u> 7/28/2022	Mary Palma	Teacher
<u>BUCKLAND</u> 7/28/2022	Gerard Dion	Teacher
<u>KOBUK</u> 7/18/2022	Dwight Conerway	Principal/Teacher (Sped)
<u>KMHS</u> 7/18/2022	Nicole Ritzinger	Assistant Principal
<u>NOORVIK</u> 7/18/2022	Kelly Denny	Principal
7/28/2022	Michael Dibble	Teacher

b) The administration recommends approval of the following FY-23 Certified Rehires:

LOCATION & DATE	NAME	POSITION
<u>AMBLER</u> 8/1/2022 Students	Deborah Eberle (OBU/SHG)	Teacher Dean of
<u>BUCKLAND</u> 8/1/2022	Stephen Carroll	Teacher
8/1/2022	Aileen Ederango	Teacher
<u>JNES</u> 8/1/2022	Emily Marcus	Teacher
8/1/2022	Cassia Teuscher	Teacher
8/1/2022	Darleia Caldwell	Teacher
8/1/2022	Mary Norton	Teacher
<u>KIANA</u> 8/1/2022	Courtney Priestley	Teacher
8/1/2022	Terri Schuetz	Teacher
<u>NOATAK</u> 8/1/2022	Louisa Hostetter	Teacher
8/1/2022	Emily Burgher	Teacher
8/1/2022	Brianna Kirk (KVL)	Teacher Counselor
<u>NOORVIK</u> 8/1/2022	Timothy Wingert	Teacher
<u>SHUNGNAK</u> 8/1/2022	Cheryl Abejuela	Teacher
8/1/2022	Dawn Davis	Teacher

FY-23 Certified Rehires (continued):

SELAWIK

8/1/2022	Kirk Bergen	Teacher
8/1/2022	Karlee Filmore	Teacher
8/1/2022	Curtis Wells	Teacher Counselor
8/1/2022	Sarah Black	Teacher
8/1/2022	Karen Wells	Teacher
8/1/2022	William Johnson	Teacher

STAR

8/1/2022	Bradley Schott	Teacher
----------	----------------	---------

DO

7/1/2022	Tracey Schaeffer	Clinical Coordinator
7/1/2022	Scott Martin	Prog & Staff Develop

Spec

- c) The administration recommends approval of the following FY-22 Classified New Hires:

<u>LOCATION & DATE</u>	<u>NAME</u>	<u>POSITION</u>
----------------------------	-------------	-----------------

ATC

4/18/2022	Jaylynn Rogers	Recruiter
-----------	----------------	-----------

DO

4/06/2022	Delia Shuster	Assistant Payroll Officer
-----------	---------------	---------------------------

- II. The administration reports the following non-action items:

- a. Certified Resignations
- b. Classified Resignations

- a) The administration reports on the following certified resignations:

<u>LOCATION & DATE</u>	<u>NAME</u>	<u>POSITION</u>
----------------------------	-------------	-----------------

KMHS

5/10/2022	Paul Davis	Teacher
5/10/2022	Glenn Padgett	Teacher

JNES

5/10/2022	Paige McConnell	Teacher
-----------	-----------------	---------

- b) The administration reports on the following classified resignations:

<u>LOCATION & DATE</u>	<u>NAME</u>	<u>POSITION</u>
----------------------------	-------------	-----------------

SELAWIK

03/31/2022	Michelle Larkin	Aide
------------	-----------------	------

**ADDENDUM
Human Resources
April 24, 2022**

I. The administration recommends approval of the following action items:

- a) Certified new hires
- b) Certified rehires

a) The administration recommends approval of the following certified new hires:

LOCATION & DATE	NAME	POSITION
<u>Buckland</u>		
7/28/2022	Eva Wortman	Teacher
<u>KMHS</u>		
7/28/2022	Veneatrice Levy	Teacher
7/28/2022	Megan Houk	Teacher
7/28/2022	Winilinda Ybanez	Teacher
<u>NOORVIK</u>		
7/28/2022	Ivie Greenwood	Teacher
7/28/2022	Judy Linda Alvarez	Teacher
<u>Selawik</u>		
7/28/2022	Curtis Wells	Teacher
7/28/2022	Chito Espinoza	Teacher

b) The administration recommends approval of the following certified rehires:

LOCATION & DATE	NAME	POSITION
<u>SELAWIK</u>		
7/28/2022	Rosito Bacud	Teacher
<u>DO</u>		
8/1/2022	Kimberly Addington	Teacher
8/1/2022	Emily Davis	Teacher

II. The administration reports the following non-action items:

- a) Certified Resignations
- b) Certified Transfer

a) The administration reports the following certified resignations:

LOCATION & DATE	NAME	POSITION
<u>DO</u>		
6/30/2022	Craig McConnell	Director Property Services
<u>KMHS</u>		
5/10/2022	Karen Keck	Teacher
<u>NOATAK</u>		
5/10/2022	Corilyn Adams	Teacher
<u>KIVALINA</u>		
5/10/2022	Larry Rojas	Teacher

b) The administration reports on the following Certified transfers:

LOCATION & DATE	NAME	POSITION
<u>JNES to DO</u>		
8/1/2022	Angela Eisel	Itinerant Sped Teacher

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: d. Administrative
Services Report

Megan Williams, Director of Administrative Services reports on the following:

The Business Office is currently working through the Negotiated increases for Classified staff, preparing for the end of the FY22 school year, and working on FY22 preliminary audit prep. We are also working on filling out and submitting the Property & Liability Insurance application, submitting 3rd quarter reimbursement requests for grants and capital improvement projects.

FY22 Financial Narrative Report for the period July 1, 2021 – March 31, 2022

The monthly financial narrative report is included in your packet with highlights for the period ending March 31, 2022. The financial narrative report was discussed during the Budget Committee meeting.

FY23 Proposed Operating Fund Budget

BP 3100 BUDGET

The School Board shall establish and maintain a balanced budget. The Board shall adopt an annual budget which is compatible with district goals and objectives.

The FY23 Proposed Operating Fund Budget is being presented for review and discussion.

Due to the large deficit in the FY23 Proposed Budget, a recommended budget was presented to the Board on April 13th at a Worksession, as well as to staff on April 15th & 18th, and the community at a budget hearing on April 25th to make the recommended reductions to balance the FY23 Operating Budget. (See action item)

The District Administration will continue to look for revenue sources to pay for these important programs.

ACTION ITEM ON THE AGENDA:

NWABSD Memo 22-085 (attached), Adoption of FY-23 Proposed Operating Fund Budget:

The administration recommends the Board adopt the FY23 Proposed Operating Fund Budget as presented.

Financial Narrative Report

March 31, 2022

Administrative Services

Presented by Megan Williams, Director



Table of Contents

To Our Board Financial Summary.....3-26

- Page 2
 Financial Narrative Summary

- Pages 3-21
 Statement of Activities
 - School Operating Fund Only
 - School Operating by OBJ
 - Pie Chart
 - Expenditures for all Funds
 - Pie Charts
 - Expenditures by Object for All Funds
 - Pie Chart
 - Expenditures for Board by OBJ
 - Pie Chart

- Pages 22-26
 Financial Summary: Wells Fargo Investment Account Updates

To Our Board Financial Summary

Financial Narrative Notes:

Included in this packet are the Statement of Activities reports for FY22, which include reports for School Operating Only, School Operating by OBJ, All Funds, and All funds broken out by object code & Statement of activities for the Board.

Operating Fund

We are 75% through the FY22 Fiscal year and have expended just over 63% of our general operating budget, and received just over 63% of our budgeted revenue of our general operating fund.

I recorded our mid-year On-Behalf expenditures and revenue to see a clearer picture of where our budget is.

In the Operating Only report, Support Services – Students, Operations & Maintenance, Adult & Continuing Ed, and Food Service accounts are over budget due to the negotiated staff stipends and recording On-Behalf for grant funded positions. These expenditures must be recorded in the general fund.

The next general operating budget revision will be at the next Board meeting in June of 2022. We will have a better projection for year end fund balance by that time.

Northwest Arctic Borough School District

Statement of Activities-School Operating Only For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
General Revenues					
State Grants & Entitlements (-)	\$3,123,509.00	\$29,891,335.18	\$41,651,435.80	\$11,760,100.62	71.8%
Federal Grants & Entitlements (-)	\$0.00	\$1,201,115.00	\$6,858,607.00	\$5,657,492.00	17.5%
Borough Appropriations (-)	\$0.00	\$2,075,975.50	\$4,151,951.00	\$2,075,975.50	50.0%
E-Rate (-)	\$607,820.40	\$4,862,563.20	\$6,860,873.00	\$1,998,309.80	70.9%
Other (-)	\$3,008.92	\$254,753.13	\$603,200.00	\$348,446.87	42.2%
Sub-total : General Revenues	(\$3,734,338.32)	(\$38,285,742.01)	(\$60,126,066.80)	(\$21,840,324.79)	63.7%
Total : INCOME	(\$3,734,338.32)	(\$38,285,742.01)	(\$60,126,066.80)	(\$21,840,324.79)	63.7%
EXPENSES					
Instruction					
Regular Instruction (+)	\$1,200,213.57	\$10,729,341.03	\$16,913,211.24	\$6,183,870.21	63.4%
Bilingual Instruction (+)	\$117,268.30	\$940,214.15	\$1,343,073.27	\$402,859.12	70.0%
Vocational Education (+)	\$11,419.64	\$93,851.84	\$132,281.00	\$38,429.16	70.9%
Sub-total : Instruction	\$1,328,901.51	\$11,763,407.02	\$18,388,565.51	\$6,625,158.49	64.0%
SPED Instruction					
Special Education Instruction (+)	\$660,986.84	\$4,546,203.89	\$7,400,038.31	\$2,853,834.42	61.4%
Sub-total : SPED Instruction	\$660,986.84	\$4,546,203.89	\$7,400,038.31	\$2,853,834.42	61.4%
SPED Support Services-Students					
Special Education Support Service (+)	\$144,058.64	\$993,963.31	\$1,562,550.24	\$568,586.93	63.6%
Sub-total : SPED Support Services-Students	\$144,058.64	\$993,963.31	\$1,562,550.24	\$568,586.93	63.6%
Support Services-Students					
Support Service-Student (+)	\$6,139.29	\$6,139.29	\$0.00	(\$6,139.29)	0.0%
Dormitory (+)	\$6,139.29	\$6,139.29	\$0.00	(\$6,139.29)	0.0%
Guidance/Career Services (+)	\$0.00	\$55,646.57	\$0.00	(\$55,646.57)	0.0%
Sub-total : Support Services-Students	\$12,278.58	\$67,925.15	\$0.00	(\$67,925.15)	0.0%
Support Services-Instruction					
Support Services (+)	\$10,530.62	\$130,308.34	\$208,304.52	\$77,996.18	62.6%
Library Services (+)	\$0.00	\$990.00	\$1,000.00	\$10.00	99.0%
In-Service (+)	\$0.00	\$41,833.58	\$35,646.67	(\$6,186.91)	117.4%
Assessment/Test Support (+)	\$1,497.00	\$46,849.22	\$97,306.80	\$50,457.58	48.1%
Curriculum Support (+)	\$19,800.53	\$331,386.39	\$553,715.64	\$222,329.25	59.8%
Technology Support (+)	\$759,465.19	\$6,250,244.05	\$8,919,092.00	\$2,668,847.95	70.1%
Sub-total : Support Services-Instruction	\$791,293.34	\$6,801,611.58	\$9,815,065.63	\$3,013,454.05	69.3%
School Administration					
School Administration (+)	\$202,820.18	\$1,852,637.15	\$3,111,048.66	\$1,258,411.51	59.6%
Sub-total : School Administration	\$202,820.18	\$1,852,637.15	\$3,111,048.66	\$1,258,411.51	59.6%
School Administration Support Services					
School Admin Support (+)	\$157,932.12	\$1,021,212.91	\$1,505,338.82	\$484,125.91	67.8%
Sub-total : School Administration Support Services	\$157,932.12	\$1,021,212.91	\$1,505,338.82	\$484,125.91	67.8%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Operating Only For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
District Administration					
Superintendent's Office (+)	\$107,412.55	\$749,127.78	\$1,205,073.70	\$455,945.92	62.2%
Board of Education (+)	\$51,249.02	\$404,946.70	\$606,507.00	\$201,560.30	66.8%
Parent/Public Relation (+)	\$0.00	\$27,180.77	\$48,658.44	\$21,477.67	55.9%
Sub-total : District Administration	\$158,661.57	\$1,181,255.25	\$1,860,239.14	\$678,983.89	63.5%
District Administration Support Services					
District Administration (+)	\$108,239.19	\$1,433,618.02	\$1,770,947.21	\$337,329.19	81.0%
Human Resources (+)	\$59,850.68	\$481,636.80	\$780,654.36	\$299,017.56	61.7%
Sub-total : District Administration Support Services	\$168,089.87	\$1,915,254.82	\$2,551,601.57	\$636,346.75	75.1%
Operations & Maintenance of Plant					
Operations (+)	\$476,748.24	\$4,706,220.33	\$7,424,354.52	\$2,718,134.19	63.4%
Maintenance (+)	\$288,044.19	\$2,979,389.98	\$5,366,063.28	\$2,386,673.30	55.5%
Operations & Maintenance (+)	\$0.00	\$80,653.13	\$0.00	(\$80,653.13)	0.0%
Sub-total : Operations & Maintenance of Plant	\$764,792.43	\$7,766,263.44	\$12,790,417.80	\$5,024,154.36	60.7%
Student Activities					
Student Activity (+)	\$196,458.68	\$612,048.78	\$1,269,639.12	\$657,590.34	48.2%
Sub-total : Student Activities	\$196,458.68	\$612,048.78	\$1,269,639.12	\$657,590.34	48.2%
Adult & Continuing Education Instruction					
Adult & Continuing Education (+)	\$2,046.43	\$2,046.43	\$0.00	(\$2,046.43)	0.0%
Sub-total : Adult & Continuing Education Instruction	\$2,046.43	\$2,046.43	\$0.00	(\$2,046.43)	0.0%
Food Services					
Food Services (+)	\$4,150.91	\$4,150.91	\$0.00	(\$4,150.91)	0.0%
Sub-total : Food Services	\$4,150.91	\$4,150.91	\$0.00	(\$4,150.91)	0.0%
Total : EXPENSES	\$4,592,471.10	\$38,527,980.64	\$60,254,504.80	\$21,726,524.16	63.9%
OTHER					
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$313.92	\$1,673.44	\$3,200.00	\$1,526.56	52.3%
Sub-total : Earnings on Investments	(\$313.92)	(\$1,673.44)	(\$3,200.00)	(\$1,526.56)	52.3%
Total : OTHER	(\$313.92)	(\$1,673.44)	\$491,800.00	\$493,473.44	0.3%
NET INCOME/LOSS	\$857,818.86	\$240,565.19	\$620,238.00	\$379,672.81	38.8%

End of Report

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
General Revenues					
State Grants & Entitlements (-)	\$3,123,509.00	\$29,891,335.18	\$41,651,435.80	\$11,760,100.62	71.8%
Federal Grants & Entitlements (-)	\$0.00	\$1,201,115.00	\$6,858,607.00	\$5,657,492.00	17.5%
Borough Appropriations (-)	\$0.00	\$2,075,975.50	\$4,151,951.00	\$2,075,975.50	50.0%
E-Rate (-)	\$607,820.40	\$4,862,563.20	\$6,860,873.00	\$1,998,309.80	70.9%
Other (-)	\$3,008.92	\$254,753.13	\$603,200.00	\$348,446.87	42.2%
Sub-total : General Revenues	(\$3,734,338.32)	(\$38,285,742.01)	(\$60,126,066.80)	(\$21,840,324.79)	63.7%
Total : INCOME	(\$3,734,338.32)	(\$38,285,742.01)	(\$60,126,066.80)	(\$21,840,324.79)	63.7%
EXPENSES					
SALARIES					
Certificated Salaries (+)	\$1,111,935.94	\$9,149,093.78	\$14,833,081.55	\$5,683,987.77	61.7%
Classified Salaries (+)	\$665,342.77	\$5,934,073.43	\$8,708,333.94	\$2,774,260.51	68.1%
Leave Pay Off (+)	\$0.00	\$94,396.17	\$219,831.82	\$125,435.65	42.9%
GTL Payroll Sweep (+)	\$0.00	\$48.00	\$9,279.00	\$9,231.00	0.5%
Board Stipends (+)	\$279,500.00	\$341,368.00	\$79,000.00	(\$262,368.00)	432.1%
Non Cert-Extra Duty Contract (+)	\$15,705.00	\$29,870.00	\$71,290.00	\$41,420.00	41.9%
Sub-total : SALARIES	\$2,072,483.71	\$15,548,849.38	\$23,920,816.31	\$8,371,966.93	65.0%
BENEFITS					
Control Acct - Benefits (+)	\$0.00	\$0.00	\$9,898.75	\$9,898.75	0.0%
Insurance-Health & Life (+)	\$688,270.39	\$5,132,572.89	\$6,600,246.57	\$1,467,673.68	77.8%
Insurance-Unemployment (+)	\$5,204.61	\$38,707.89	\$61,420.58	\$22,712.69	63.0%
Insurance-Workers Comp (+)	\$14,631.82	\$107,087.49	\$162,997.85	\$55,910.36	65.7%
Retirement-Fica & Medicare (+)	\$39,681.10	\$293,642.80	\$417,325.44	\$123,682.64	70.4%
Retirement-TRS (+)	\$134,262.24	\$1,109,052.37	\$1,791,297.06	\$682,244.69	61.9%
Retirement-PERS (+)	\$123,479.72	\$1,115,872.23	\$1,650,293.07	\$534,420.84	67.6%
On Behalf Exp-PERS (+)	\$0.00	\$1,308,047.87	\$3,191,941.90	\$1,883,894.03	41.0%
On Behalf Exp-TRS (+)	\$0.00	\$361,734.31	\$611,444.14	\$249,709.83	59.2%
Other Employee Benefits (+)	\$5,259.76	\$69,659.18	\$55,000.00	(\$14,659.18)	126.7%
Sub-total : BENEFITS	\$1,010,789.64	\$9,536,377.03	\$14,551,865.36	\$5,015,488.33	65.5%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$84,825.84	\$1,241,587.53	\$3,014,902.39	\$1,773,314.86	41.2%
Auditing & Accounting Services (+)	\$0.00	\$76,000.00	\$76,000.00	\$0.00	100.0%
Legal Services (+)	\$32,589.79	\$97,050.52	\$130,000.00	\$32,949.48	74.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$117,415.63	\$1,414,638.05	\$3,220,902.39	\$1,806,264.34	43.9%
TRAVEL					
Staff Travel (+)	\$51,624.09	\$240,116.59	\$620,726.91	\$380,610.32	38.7%
Student Travel (+)	\$132,134.50	\$338,072.21	\$705,555.56	\$367,483.35	47.9%
Sub-total : TRAVEL	\$183,758.59	\$578,188.80	\$1,326,282.47	\$748,093.67	43.6%
UTILITIES					
Water & Sewer (+)	\$65,284.41	\$316,041.20	\$465,766.60	\$149,725.40	67.9%
Garbage (+)	\$8,254.00	\$45,596.00	\$98,900.00	\$53,304.00	46.1%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Communications (+)	\$9,002.69	\$72,393.25	\$130,500.00	\$58,106.75	55.5%
Other Utilities-Internet (+)	\$675,581.00	\$5,404,648.00	\$7,671,192.00	\$2,266,544.00	70.5%
Electricity (+)	\$298,745.76	\$1,244,489.94	\$2,042,395.00	\$797,905.06	60.9%
Heating Fuels (+)	\$93,058.24	\$1,382,879.91	\$1,990,000.00	\$607,120.09	69.5%
Sub-total : UTILITIES	\$1,149,926.10	\$8,466,048.30	\$12,398,753.60	\$3,932,705.30	68.3%
OTHER PURCHASED SERVICES					
Other Purchase Services (+)	\$3,900.00	\$1,177,879.01	\$2,447,357.44	\$1,269,478.43	48.1%
Sub-total : OTHER PURCHASED SERVICES	\$3,900.00	\$1,177,879.01	\$2,447,357.44	\$1,269,478.43	48.1%
INSURANCE					
Insurance & Bond Premiums (+)	\$0.00	\$582,395.10	\$582,395.10	\$0.00	100.0%
Liability Insurance (+)	\$0.00	\$370,648.50	\$370,648.50	\$0.00	100.0%
Sub-total : INSURANCE	\$0.00	\$953,043.60	\$953,043.60	\$0.00	100.0%
SUPPLY					
Supplies, Materials, Media (+)	\$49,489.01	\$631,443.48	\$1,144,580.58	\$513,137.10	55.2%
Gas/Oil-Vehicle & Equipment Supplies (+)	\$2,269.25	\$27,132.60	\$75,000.00	\$47,867.40	36.2%
Textbooks (+)	\$479.79	\$162,633.68	\$241,490.00	\$78,856.32	67.3%
Sub-total : SUPPLY	\$52,238.05	\$821,209.76	\$1,461,070.58	\$639,860.82	56.2%
TUITION & STIPENDS					
Tuition & Stipends (+)	\$0.00	\$7,880.50	\$34,000.00	\$26,119.50	23.2%
Sub-total : TUITION & STIPENDS	\$0.00	\$7,880.50	\$34,000.00	\$26,119.50	23.2%
OTHER					
Other Expenses (+)	\$1,959.38	\$135,960.96	\$180,905.28	\$44,944.32	75.2%
Interest Paid (+)	\$0.00	\$17.42	\$0.00	(\$17.42)	0.0%
Sub-total : OTHER	\$1,959.38	\$135,978.38	\$180,905.28	\$44,926.90	75.2%
INDIRECT COSTS					
Indirect Costs To/From (+)	\$0.00	(\$155,435.44)	(\$300,000.00)	(\$144,564.56)	51.8%
Sub-total : INDIRECT COSTS	\$0.00	(\$155,435.44)	(\$300,000.00)	(\$144,564.56)	51.8%
CAPITAL EXPENDITURES					
Equipment (+)	\$0.00	\$43,323.27	\$59,507.77	\$16,184.50	72.8%
Sub-total : CAPITAL EXPENDITURES	\$0.00	\$43,323.27	\$59,507.77	\$16,184.50	72.8%
Total : EXPENSES	\$4,592,471.10	\$38,527,980.64	\$60,254,504.80	\$21,726,524.16	63.9%
OTHER					
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$313.92	\$1,673.44	\$3,200.00	\$1,526.56	52.3%
Sub-total : Earnings on Investments	(\$313.92)	(\$1,673.44)	(\$3,200.00)	(\$1,526.56)	52.3%
Total : OTHER	(\$313.92)	(\$1,673.44)	\$491,800.00	\$493,473.44	0.3%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-School Oper. by OBJ For the Period 03/01/2022 through 03/31/2022

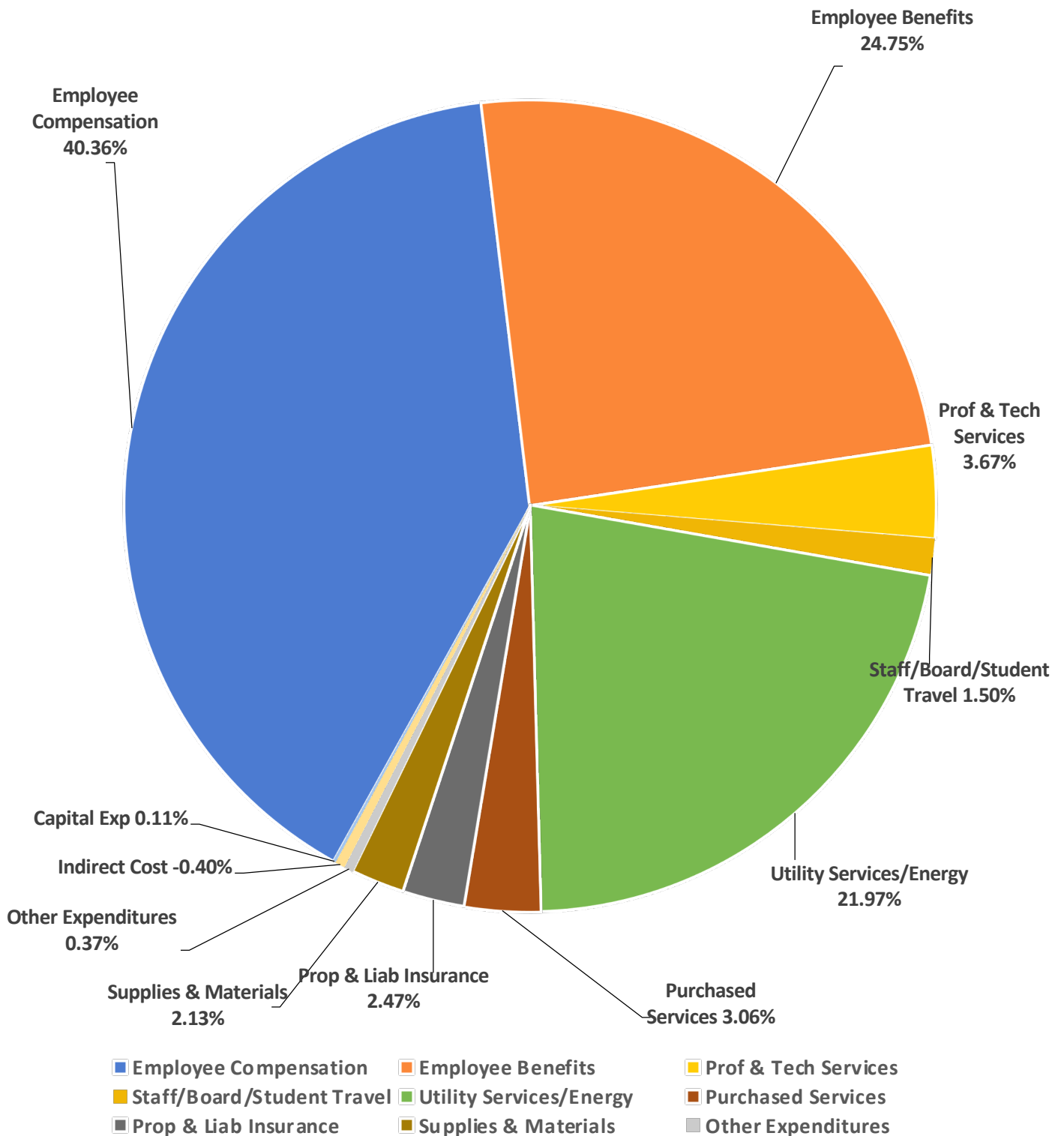
Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
NET INCOME/LOSS	\$857,818.86	\$240,565.19	\$620,238.00	\$379,672.81	38.8%

End of Report

Operating Fund Only Budget Expended by Object

(as of 3.31.2022) \$38,527,980.64



Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
Program Revenues					
Operations & Maintenance of Plant (-)	\$65,279.79	\$551,107.71	\$750,000.00	\$198,892.29	73.5%
Food Services (-)	\$125.86	\$5,378.11	\$56,000.00	\$50,621.89	9.6%
Sub-total : Program Revenues	(\$65,405.65)	(\$556,485.82)	(\$806,000.00)	(\$249,514.18)	69.0%
General Revenues					
Borough Appropriations (-)	\$0.00	\$5,772,969.08	\$12,596,479.40	\$6,823,510.32	45.8%
Earnings on Investment (-)	\$580.41	\$3,447.44	\$3,200.00	(\$247.44)	107.7%
Other (-)	\$2,695.00	\$1,210,990.29	\$1,427,228.54	\$216,238.25	84.8%
E-Rate (-)	\$607,820.40	\$4,862,563.20	\$6,860,873.00	\$1,998,309.80	70.9%
State Grants & Entitlements (-)	\$3,142,234.00	\$41,057,089.44	\$77,483,021.36	\$36,425,931.92	53.0%
Federal Grants & Entitlements (-)	\$221,415.09	\$7,902,069.22	\$26,378,613.42	\$18,476,544.20	30.0%
Sub-total : General Revenues	(\$3,974,744.90)	(\$60,809,128.67)	(\$124,749,415.72)	(\$63,940,287.05)	48.7%
Total : INCOME	(\$4,040,150.55)	(\$61,365,614.49)	(\$125,555,415.72)	(\$64,189,801.23)	48.9%
EXPENSES					
Instruction					
Regular Instruction (+)	\$1,686,382.50	\$13,315,698.21	\$22,793,307.29	\$9,477,609.08	58.4%
Bilingual Instruction (+)	\$118,993.30	\$950,180.84	\$1,556,362.29	\$606,181.45	61.1%
Vocational Education (+)	\$14,578.98	\$145,109.78	\$290,032.43	\$144,922.65	50.0%
Pre- Kindergarten (+)	\$15,737.21	\$93,831.59	\$0.00	(\$93,831.59)	0.0%
Sub-total : Instruction	\$1,835,691.99	\$14,504,820.42	\$24,639,702.01	\$10,134,881.59	58.9%
SPED Instruction					
Special Education Instruction (+)	\$660,986.84	\$4,546,203.89	\$7,400,038.31	\$2,853,834.42	61.4%
Sub-total : SPED Instruction	\$660,986.84	\$4,546,203.89	\$7,400,038.31	\$2,853,834.42	61.4%
SPED Support Services-Students					
Special Education Support Service (+)	\$218,899.58	\$1,420,988.17	\$2,634,905.41	\$1,213,917.24	53.9%
Sub-total : SPED Support Services-Students	\$218,899.58	\$1,420,988.17	\$2,634,905.41	\$1,213,917.24	53.9%
Support Services-Students					
Support Service-Student (+)	\$50,974.15	\$159,620.63	\$505,159.21	\$345,538.58	31.6%
Dormitory (+)	\$41,572.00	\$208,814.69	\$235,617.68	\$26,802.99	88.6%
Guidance/Career Services (+)	\$91,285.45	\$720,164.31	\$1,510,304.73	\$790,140.42	47.7%
Sub-total : Support Services-Students	\$183,831.60	\$1,088,599.63	\$2,251,081.62	\$1,162,481.99	48.4%
Support Services-Instruction					
Support Services (+)	\$164,664.62	\$1,282,226.47	\$3,592,731.59	\$2,310,505.12	35.7%
Library Services (+)	\$0.00	\$990.00	\$1,000.00	\$10.00	99.0%
In-Service (+)	\$0.00	\$41,833.58	\$35,646.67	(\$6,186.91)	117.4%
Assessment/Test Support (+)	\$1,497.00	\$46,849.22	\$97,306.80	\$50,457.58	48.1%
Curriculum Support (+)	\$19,800.53	\$331,386.39	\$1,329,265.64	\$997,879.25	24.9%
Technology Support (+)	\$901,360.31	\$6,690,693.81	\$9,518,388.00	\$2,827,694.19	70.3%
Sub-total : Support Services-Instruction	\$1,087,322.46	\$8,393,979.47	\$14,574,338.70	\$6,180,359.23	57.6%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
School Administration					
School Administration (+)	\$234,417.23	\$2,087,768.17	\$3,463,466.39	\$1,375,698.22	60.3%
Sub-total : School Administration	\$234,417.23	\$2,087,768.17	\$3,463,466.39	\$1,375,698.22	60.3%
School Administration Support Services					
School Admin Support (+)	\$176,526.95	\$1,176,253.01	\$1,852,980.93	\$676,727.92	63.5%
Sub-total : School Administration Support Services	\$176,526.95	\$1,176,253.01	\$1,852,980.93	\$676,727.92	63.5%
District Administration					
Superintendent's Office (+)	\$107,412.55	\$749,127.78	\$1,205,073.70	\$455,945.92	62.2%
Board of Education (+)	\$51,249.02	\$404,946.70	\$606,507.00	\$201,560.30	66.8%
Parent/Public Relation (+)	\$0.00	\$27,180.77	\$48,658.44	\$21,477.67	55.9%
Sub-total : District Administration	\$158,661.57	\$1,181,255.25	\$1,860,239.14	\$678,983.89	63.5%
District Administration Support Services					
District Administration (+)	\$157,359.09	\$1,719,724.91	\$2,601,799.91	\$882,075.00	66.1%
Human Resources (+)	\$59,850.68	\$481,636.80	\$780,654.36	\$299,017.56	61.7%
Administration Support-Other (+)	\$50,500.22	\$424,001.07	\$582,779.99	\$158,778.92	72.8%
Sub-total : District Administration Support Services	\$267,709.99	\$2,625,362.78	\$3,965,234.26	\$1,339,871.48	66.2%
Operations & Maintenance of Plant					
Food Service (+)	\$0.00	\$80,653.13	\$0.00	(\$80,653.13)	0.0%
Operations (+)	\$561,528.70	\$5,129,592.16	\$7,958,824.30	\$2,829,232.14	64.5%
Maintenance (+)	\$319,411.08	\$3,337,130.03	\$6,979,115.61	\$3,641,985.58	47.8%
Sub-total : Operations & Maintenance of Plant	\$880,939.78	\$8,547,375.32	\$14,937,939.91	\$6,390,564.59	57.2%
Student Activities					
Student Activity (+)	\$221,717.47	\$741,295.26	\$1,334,639.12	\$593,343.86	55.5%
Sub-total : Student Activities	\$221,717.47	\$741,295.26	\$1,334,639.12	\$593,343.86	55.5%
Student Transportation					
Student Transportation (+)	\$9,330.18	\$54,872.77	\$97,407.00	\$42,534.23	56.3%
Sub-total : Student Transportation	\$9,330.18	\$54,872.77	\$97,407.00	\$42,534.23	56.3%
Adult & Continuing Education Instruction					
Adult & Continuing Education (+)	\$26,643.72	\$116,779.09	\$666,302.82	\$549,523.73	17.5%
Sub-total : Adult & Continuing Education Instruction	\$26,643.72	\$116,779.09	\$666,302.82	\$549,523.73	17.5%
Food Services					
Food Services (+)	\$91,651.57	\$1,727,075.86	\$5,031,853.54	\$3,304,777.68	34.3%
Sub-total : Food Services	\$91,651.57	\$1,727,075.86	\$5,031,853.54	\$3,304,777.68	34.3%
Construction in Progress					
Administration (+)	\$1,170.00	\$3,925.00	\$419,420.31	\$415,495.31	0.9%
Site Acquisition & Investigation (+)	\$0.00	\$0.00	\$870,565.86	\$870,565.86	0.0%
Design (+)	\$67,380.22	\$396,628.25	\$1,239,270.05	\$842,641.80	32.0%
Construction Management (+)	\$10,588.28	\$80,998.24	\$456,344.76	\$375,346.52	17.7%
Construction (+)	\$28,984.42	\$22,524,175.13	\$36,827,416.75	\$14,303,241.62	61.2%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS: For the Period 03/01/2022 through 03/31/2022

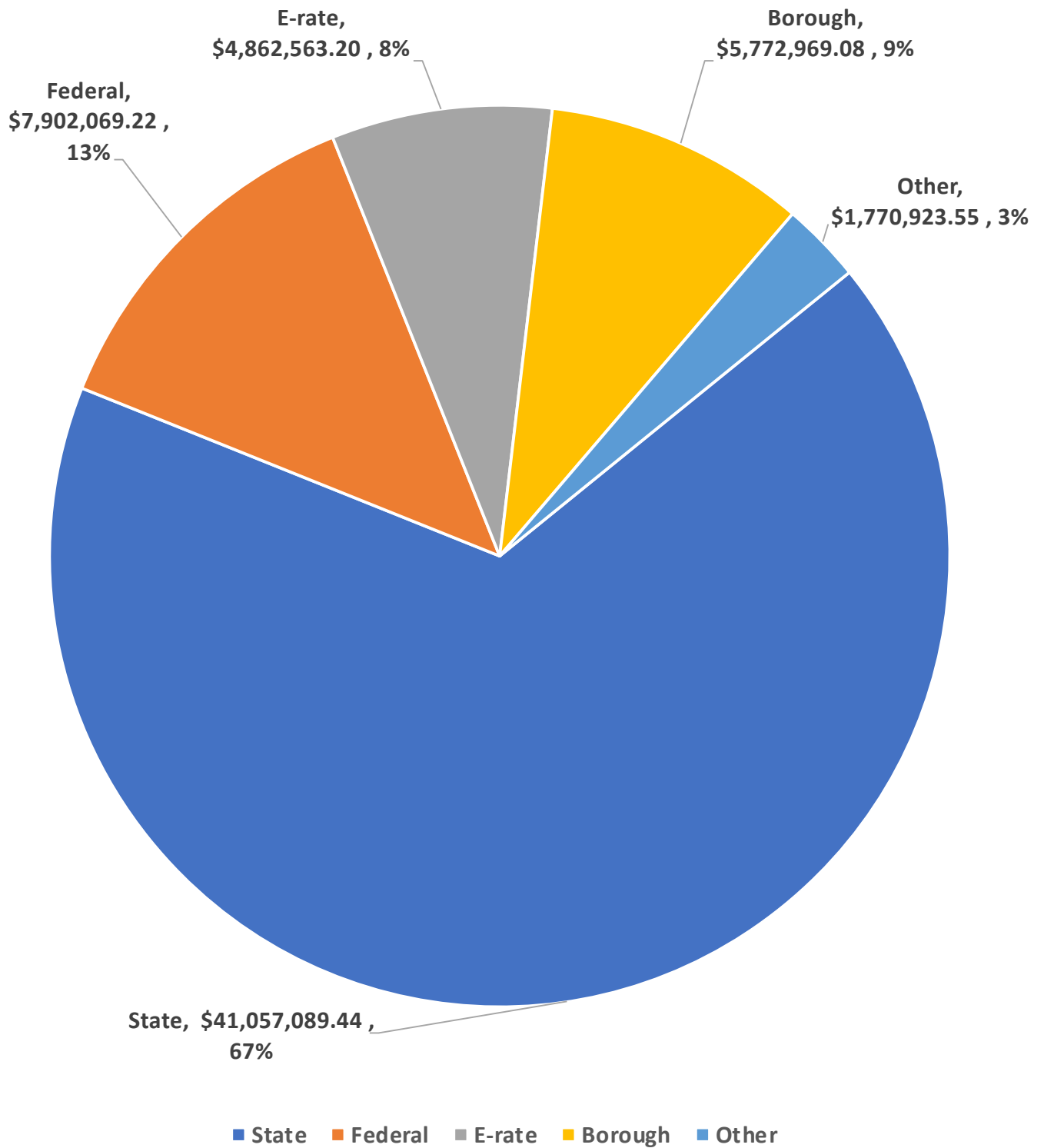
Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Equipment/Furnishing (+)	\$163,084.30	\$163,084.30	\$556,000.00	\$392,915.70	29.3%
Technology (+)	\$0.00	\$0.00	\$200,000.00	\$200,000.00	0.0%
Percent for Art (+)	\$0.00	\$21,090.00	\$265,500.00	\$244,410.00	7.9%
Contingency (+)	\$0.00	\$0.00	\$2,651,107.00	\$2,651,107.00	0.0%
CIP Construction Management-Consultant (+)	\$7,985.19	\$63,388.36	\$518,407.02	\$455,018.66	12.2%
Sub-total : Construction in Progress	<u>\$279,192.41</u>	<u>\$23,253,289.28</u>	<u>\$44,004,031.75</u>	<u>\$20,750,742.47</u>	52.8%
Total : EXPENSES	<u>\$6,333,523.34</u>	<u>\$71,465,918.37</u>	<u>\$128,714,160.91</u>	<u>\$57,248,242.54</u>	55.5%
OTHER					
Transfers In					
Transfers Between Funds -In (-)	\$0.00	\$0.00	\$3,030,307.19	\$3,030,307.19	0.0%
Sub-total : Transfers In	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$3,030,307.19)</u>	<u>(\$3,030,307.19)</u>	0.0%
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$495,000.00</u>	<u>\$495,000.00</u>	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$313.92	\$1,673.44	\$3,200.00	\$1,526.56	52.3%
Sub-total : Earnings on Investments	<u>(\$313.92)</u>	<u>(\$1,673.44)</u>	<u>(\$3,200.00)</u>	<u>(\$1,526.56)</u>	52.3%
Total : OTHER	<u>(\$313.92)</u>	<u>(\$1,673.44)</u>	<u>(\$2,538,507.19)</u>	<u>(\$2,536,833.75)</u>	0.1%
NET INCOME/LOSS	<u>\$2,293,058.87</u>	<u>\$10,098,630.44</u>	<u>\$620,238.00</u>	<u>(\$9,478,392.44)</u>	1628.2%

End of Report

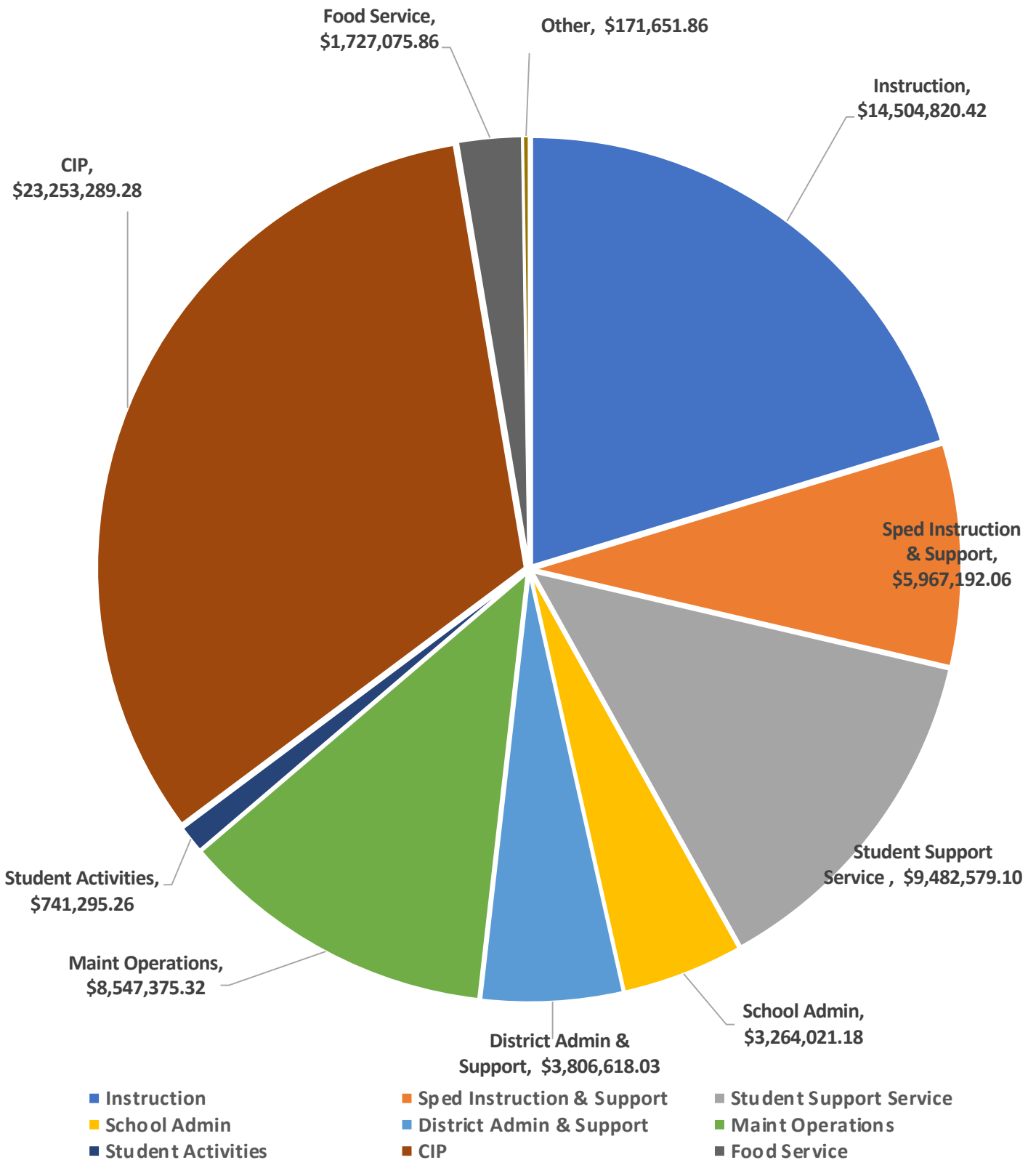
Revenues – All Funds

(as of 3.31.2022) \$61,365,614.49



Expenditures – All Funds

(as of 3.31.2022) \$71,465,918.37



Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
INCOME					
Program Revenues					
Operations & Maintenance of Plant (-)	\$65,279.79	\$551,107.71	\$750,000.00	\$198,892.29	73.5%
Food Services (-)	\$125.86	\$5,378.11	\$56,000.00	\$50,621.89	9.6%
Sub-total : Program Revenues	(\$65,405.65)	(\$556,485.82)	(\$806,000.00)	(\$249,514.18)	69.0%
General Revenues					
State Grants & Entitlements (-)	\$3,142,234.00	\$41,057,089.44	\$77,483,021.36	\$36,425,931.92	53.0%
Federal Grants & Entitlements (-)	\$221,415.09	\$7,902,069.22	\$26,378,613.42	\$18,476,544.20	30.0%
Borough Appropriations (-)	\$0.00	\$5,772,969.08	\$12,596,479.40	\$6,823,510.32	45.8%
E-Rate (-)	\$607,820.40	\$4,862,563.20	\$6,860,873.00	\$1,998,309.80	70.9%
Other (-)	\$3,275.41	\$1,214,437.73	\$1,430,428.54	\$215,990.81	84.9%
Sub-total : General Revenues	(\$3,974,744.90)	(\$60,809,128.67)	(\$124,749,415.72)	(\$63,940,287.05)	48.7%
Total : INCOME	(\$4,040,150.55)	(\$61,365,614.49)	(\$125,555,415.72)	(\$64,189,801.23)	48.9%
EXPENSES					
SALARIES					
Certificated Salaries (+)	\$1,384,439.99	\$11,137,746.03	\$18,502,470.13	\$7,364,724.10	60.2%
Classified Salaries (+)	\$837,520.57	\$7,133,675.85	\$10,883,768.62	\$3,750,092.77	65.5%
Leave Pay Off (+)	\$0.00	\$109,104.46	\$229,641.48	\$120,537.02	47.5%
GTL Payroll Sweep (+)	\$0.00	\$48.00	\$9,279.00	\$9,231.00	0.5%
Stipends (+)	\$279,500.00	\$549,618.00	\$837,250.00	\$287,632.00	65.6%
Non Cert-Extra Duty Contract (+)	\$15,705.00	\$60,302.85	\$238,247.85	\$177,945.00	25.3%
Sub-total : SALARIES	\$2,517,165.56	\$18,990,495.19	\$30,700,657.08	\$11,710,161.89	61.9%
BENEFITS					
Control Acct - Benefits (+)	\$0.00	\$0.00	\$3,008,929.32	\$3,008,929.32	0.0%
Insurance-Health & Life (+)	\$862,509.70	\$6,243,789.95	\$6,625,446.57	\$381,656.62	94.2%
Insurance-Unemployment (+)	\$6,397.61	\$47,862.87	\$61,676.20	\$13,813.33	77.6%
Insurance-Workers Comp (+)	\$17,769.86	\$132,125.93	\$166,061.09	\$33,935.16	79.6%
Retirement-Fica & Medicare (+)	\$49,214.69	\$352,974.73	\$417,516.44	\$64,541.71	84.5%
Retirement-TRS (+)	\$163,505.94	\$1,342,542.79	\$1,791,297.06	\$448,754.27	74.9%
Retirement-PERS (+)	\$159,066.17	\$1,373,859.32	\$1,664,084.52	\$290,225.20	82.6%
On Behalf Exp-PERS (+)	\$0.00	\$1,308,047.87	\$3,191,941.90	\$1,883,894.03	41.0%
On Behalf Exp-TRS (+)	\$0.00	\$361,734.31	\$611,444.14	\$249,709.83	59.2%
Housing Allowance/Subsidy (+)	\$36,666.67	\$279,933.62	\$330,000.00	\$50,066.38	84.8%
Transportation Allowance (+)	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.0%
Other Employee Benefits (+)	\$5,259.76	\$69,659.18	\$55,000.00	(\$14,659.18)	126.7%
Sub-total : BENEFITS	\$1,300,390.40	\$11,512,530.57	\$17,926,897.24	\$6,414,366.67	64.2%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$290,912.27	\$3,825,388.76	\$13,142,519.04	\$9,317,130.28	29.1%
Auditing & Accounting Services (+)	\$0.00	\$76,000.00	\$76,000.00	\$0.00	100.0%
Legal Services (+)	\$32,589.79	\$97,050.52	\$130,000.00	\$32,949.48	74.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$323,502.06	\$3,998,439.28	\$13,348,519.04	\$9,350,079.76	30.0%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 03/01/2022 through 03/31/2022

Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
TRAVEL					
Staff Travel (+)	\$94,232.09	\$376,427.57	\$1,229,578.24	\$853,150.67	30.6%
Student Travel (+)	\$158,877.98	\$434,372.90	\$1,191,508.32	\$757,135.42	36.5%
Sub-total : TRAVEL	<u>\$253,110.07</u>	<u>\$810,800.47</u>	<u>\$2,421,086.56</u>	<u>\$1,610,286.09</u>	33.5%
UTILITIES					
Water & Sewer (+)	\$79,181.34	\$392,908.18	\$554,989.40	\$162,081.22	70.8%
Garbage (+)	\$8,971.91	\$50,033.86	\$99,286.94	\$49,253.08	50.4%
Communications (+)	\$9,388.64	\$75,109.10	\$140,162.64	\$65,053.54	53.6%
Other Utilities-Internet (+)	\$675,581.00	\$5,404,648.00	\$7,840,458.00	\$2,435,810.00	68.9%
Electricity (+)	\$344,529.29	\$1,419,821.32	\$2,337,574.96	\$917,753.64	60.7%
Heating Fuels (+)	\$100,989.79	\$1,459,357.18	\$2,031,992.37	\$572,635.19	71.8%
Sub-total : UTILITIES	<u>\$1,218,641.97</u>	<u>\$8,801,877.64</u>	<u>\$13,004,464.31</u>	<u>\$4,202,586.67</u>	67.7%
OTHER PURCHASED SERVICES					
Other Purchase Services (+)	\$20,878.17	\$1,277,719.23	\$2,561,262.23	\$1,283,543.00	49.9%
Sub-total : OTHER PURCHASED SERVICES	<u>\$20,878.17</u>	<u>\$1,277,719.23</u>	<u>\$2,561,262.23</u>	<u>\$1,283,543.00</u>	49.9%
INSURANCE					
Insurance & Bond Premiums (+)	\$0.00	\$582,395.10	\$582,395.10	\$0.00	100.0%
Liability Insurance (+)	\$0.00	\$370,648.50	\$370,648.50	\$0.00	100.0%
Sub-total : INSURANCE	<u>\$0.00</u>	<u>\$953,043.60</u>	<u>\$953,043.60</u>	<u>\$0.00</u>	100.0%
SUPPLY					
Supplies, Materials, Media (+)	\$482,173.76	\$1,890,983.56	\$4,154,723.61	\$2,263,740.05	45.5%
Gas/Oil-Vehicle & Equipment Supplies (+)	\$2,269.25	\$27,419.22	\$75,000.00	\$47,580.78	36.6%
Food Supplies (+)	\$0.00	\$122,385.20	\$85,814.88	(\$36,570.32)	142.6%
Textbooks (+)	\$479.79	\$162,633.68	\$1,017,040.00	\$854,406.32	16.0%
Sub-total : SUPPLY	<u>\$484,922.80</u>	<u>\$2,203,421.66</u>	<u>\$5,332,578.49</u>	<u>\$3,129,156.83</u>	41.3%
TUITION & STIPENDS					
Tuition & Stipends (+)	\$3,093.00	\$27,770.50	\$86,000.00	\$58,229.50	32.3%
Scholarship Stipends (+)	\$0.00	\$2,000.00	\$15,000.00	\$13,000.00	13.3%
Sub-total : TUITION & STIPENDS	<u>\$3,093.00</u>	<u>\$29,770.50</u>	<u>\$101,000.00</u>	<u>\$71,229.50</u>	29.5%
OTHER					
Other Expenses (+)	\$2,490.59	\$148,917.95	\$214,387.78	\$65,469.83	69.5%
Dues & Fees (+)	\$0.00	\$559.47	\$190.97	(\$368.50)	293.0%
Interest Paid (+)	\$0.00	\$17.42	\$0.00	(\$17.42)	0.0%
Sub-total : OTHER	<u>\$2,490.59</u>	<u>\$149,494.84</u>	<u>\$214,578.75</u>	<u>\$65,083.91</u>	69.7%
INDIRECT COSTS					
Indirect Costs To/From (+)	\$0.00	\$0.00	\$363,677.77	\$363,677.77	0.0%
Sub-total : INDIRECT COSTS	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$363,677.77</u>	<u>\$363,677.77</u>	0.0%
CAPITAL EXPENDITURES					
Equipment (+)	\$179,849.30	\$277,753.57	\$901,446.29	\$623,692.72	30.8%
New Building/Purchases (+)	\$14,660.43	\$21,300,103.67	\$36,130,611.53	\$14,830,507.86	59.0%
Building Improvements (+)	\$0.00	\$770,570.00	\$0.00	(\$770,570.00)	0.0%

Operating Statement with Budget

Northwest Arctic Borough School District

Statement of Activities-ALL FUNDS by OBJ: For the Period 03/01/2022 through 03/31/2022

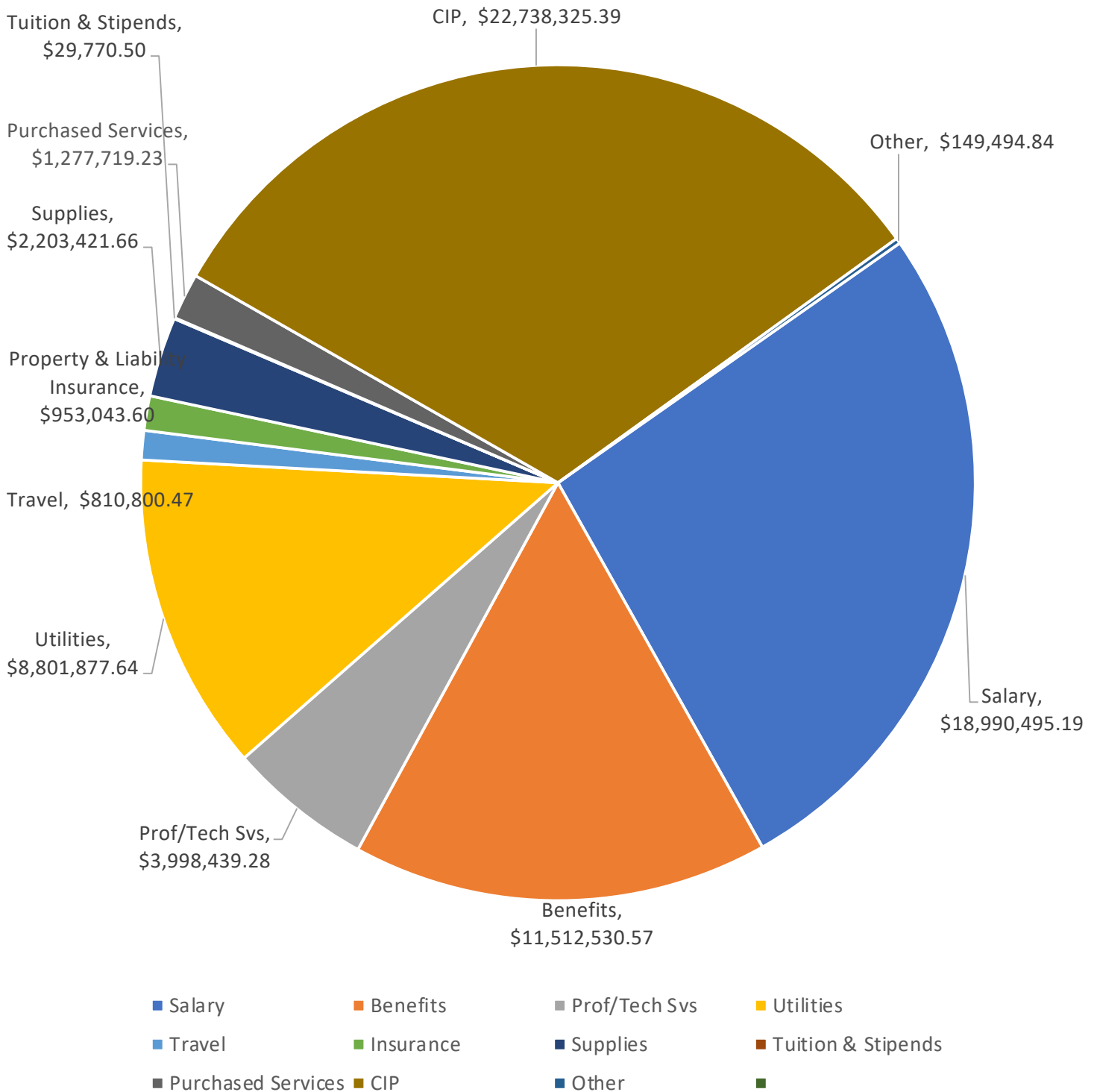
Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Other Capital Outlay (+)	\$0.00	\$0.00	\$987,770.00	\$987,770.00	0.0%
Contingency (+)	\$0.00	\$0.00	\$2,677,107.00	\$2,677,107.00	0.0%
Overhead (+)	\$0.00	\$0.00	\$378,223.80	\$378,223.80	0.0%
New Construction/ Rehab (+)	\$14,818.99	\$389,898.15	\$670,805.22	\$280,907.07	58.1%
Related Soft Costs (+)	\$0.00	\$0.00	\$40,432.00	\$40,432.00	0.0%
Sub-total : CAPITAL EXPENDITURES	\$209,328.72	\$22,738,325.39	\$41,786,395.84	\$19,048,070.45	54.4%
Total : EXPENSES	\$6,333,523.34	\$71,465,918.37	\$128,714,160.91	\$57,248,242.54	55.5%
OTHER					
Transfers In					
Transfers Between Funds -In (-)	\$0.00	\$0.00	\$3,030,307.19	\$3,030,307.19	0.0%
Sub-total : Transfers In	\$0.00	\$0.00	(\$3,030,307.19)	(\$3,030,307.19)	0.0%
Transfers Out					
Transfers between Funds-Out (+)	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Sub-total : Transfers Out	\$0.00	\$0.00	\$495,000.00	\$495,000.00	0.0%
Earnings on Investments					
Earnings on Investments (-)	\$313.92	\$1,673.44	\$3,200.00	\$1,526.56	52.3%
Sub-total : Earnings on Investments	(\$313.92)	(\$1,673.44)	(\$3,200.00)	(\$1,526.56)	52.3%
Total : OTHER	(\$313.92)	(\$1,673.44)	(\$2,538,507.19)	(\$2,536,833.75)	0.1%
NET INCOME/LOSS	\$2,293,058.87	\$10,098,630.44	\$620,238.00	(\$9,478,392.44)	1628.2%

End of Report

Expenditures by Object – All Funds

(In Millions as of 3.31.2022) \$71,465,918.37



Northwest Arctic Borough School District

Statement of Activities-Board by OBJ For the Period 03/01/2022 through 03/31/2022

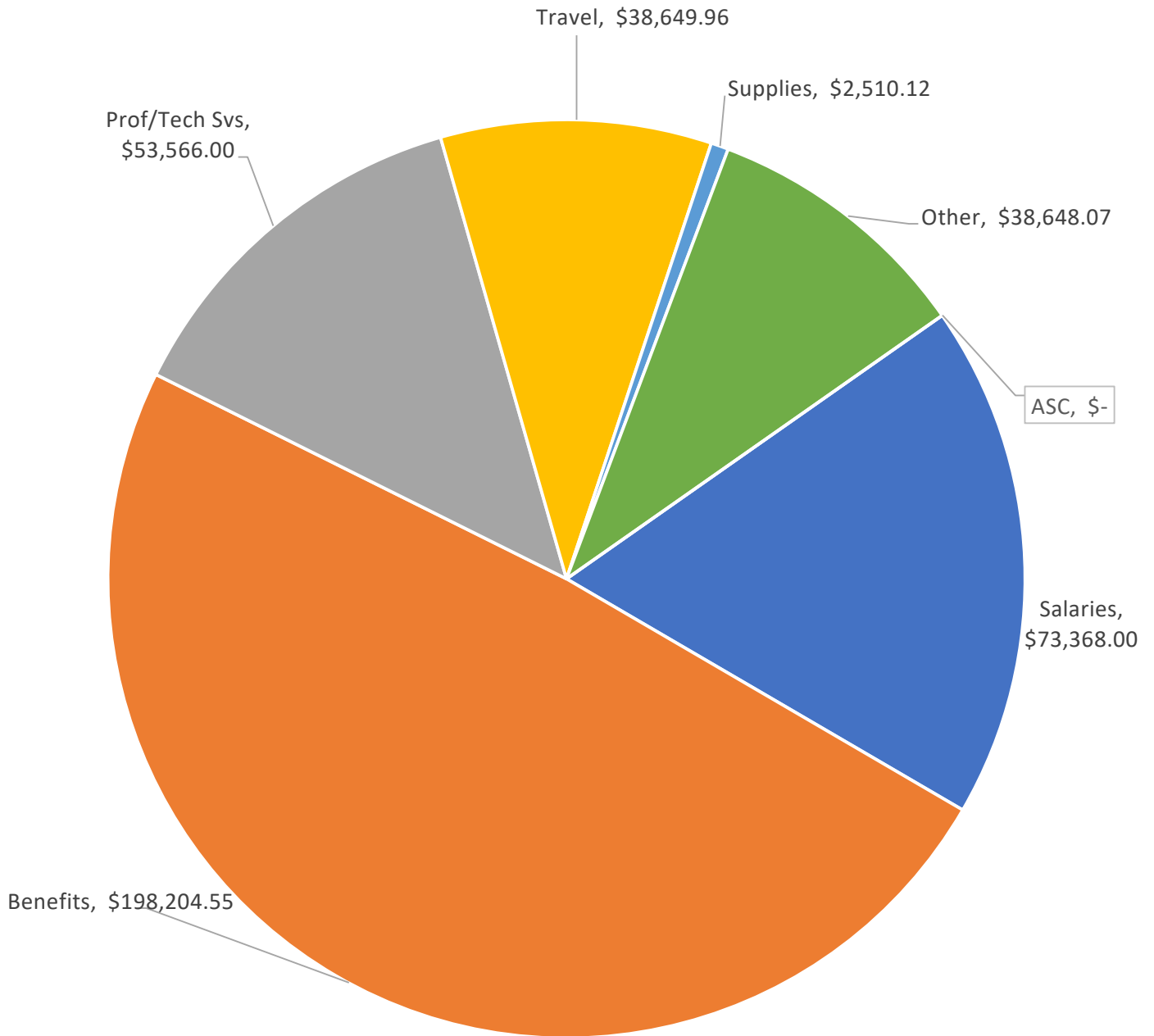
Fiscal Year: 2021-2022

	<u>03/01/2022 - 03/31/2022</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
EXPENSES					
SALARIES					
Board Stipends (+)	\$11,500.00	\$73,368.00	\$79,000.00	\$5,632.00	92.9%
Sub-total : SALARIES	\$11,500.00	\$73,368.00	\$79,000.00	\$5,632.00	92.9%
BENEFITS					
Insurance-Health & Life (+)	\$21,000.00	\$189,000.00	\$252,000.00	\$63,000.00	75.0%
Insurance-Unemployment (+)	\$0.00	\$2.07	\$0.00	(\$2.07)	0.0%
Insurance-Workers Comp (+)	\$65.77	\$415.26	\$550.30	\$135.04	75.5%
Retirement-Fica & Medicare (+)	\$678.25	\$4,222.23	\$5,088.40	\$866.17	83.0%
Retirement-PERS (+)	\$714.99	\$4,564.99	\$4,260.00	(\$304.99)	107.2%
Sub-total : BENEFITS	\$22,459.01	\$198,204.55	\$261,898.70	\$63,694.15	75.7%
PROFESSIONAL & TECHNICAL SERVICES					
Prof & Technical Services (+)	\$5,833.00	\$53,566.00	\$125,500.00	\$71,934.00	42.7%
Sub-total : PROFESSIONAL & TECHNICAL SERVICES	\$5,833.00	\$53,566.00	\$125,500.00	\$71,934.00	42.7%
TRAVEL					
Staff Travel (+)	\$11,457.01	\$38,649.96	\$89,379.23	\$50,729.27	43.2%
Sub-total : TRAVEL	\$11,457.01	\$38,649.96	\$89,379.23	\$50,729.27	43.2%
SUPPLY					
Supplies, Materials, Media (+)	\$0.00	\$2,510.12	\$12,229.07	\$9,718.95	20.5%
Sub-total : SUPPLY	\$0.00	\$2,510.12	\$12,229.07	\$9,718.95	20.5%
OTHER					
Other Expenses (+)	\$0.00	\$38,648.07	\$38,500.00	(\$148.07)	100.4%
Sub-total : OTHER	\$0.00	\$38,648.07	\$38,500.00	(\$148.07)	100.4%
Total : EXPENSES	\$51,249.02	\$404,946.70	\$606,507.00	\$201,560.30	66.8%
NET INCOME/LOSS	\$51,249.02	\$404,946.70	\$606,507.00	\$201,560.30	66.8%

End of Report

Board Expenditures

(as of 3.31.2022) \$404,946.70



■ Salaries ■ Benefits ■ Prof/Tech Svs ■ Travel ■ Supplies ■ Other ■ ASC

Board Budget Summary

100.099.511.000.333	Board Stipends	\$79,000
	8 Regular Meetings, half in person	
	Board Retreat combined with Oct Meeting	
	Annual AASB Conference – November 4-7, 2021	
	4 Special meetings	
	AASB – 2 member regular meetings	
	President – NWALT, CWT, ATC	
	Lobbying or National Conference	
100.099.511.000.36X	Payroll Benefits	\$261,898.70
100.099.511.000.361	Insurance-Health & life - \$25,200 per member	\$252,000.00
100.099.511.000.36x	Unemployment, Workers Comp, SS, Medicare & PERS	\$9,898.70
100.099.511.0XX.410	Professional & Technical Services	\$125,500
100.099.511.000.410	Miscellaneous Services and Training, AASB In-service Training	\$25,000
100.099.511.012.410	Lobbyists - J&H, JM Walsh Co.	\$89,500
100.099.511.013.410	Strategic Planning – Consulting - Evaluations	\$11,000

Board Budget Summary, Continued

100.099.511.000.42X	Travel & Per Diem	\$89,379.23
	4 Regular Meetings	
	Annual AASB Conference	
	AASB Quarterly Trainings	
	1 National Conference	
100.099.511.000.4XX	Miscellaneous Expenses	\$50,729.07
100.099.511.000.450	Supplies, Materials, Media-Supplies & Freight for Meetings	\$7,229.07
100.099.511.000.490	Other Expenses	\$38,500
	CEAAC Membership - \$18,000	
	AASB Fees - \$20,500	
100.099.511.015.XXX	Board Budget for joint Advisory School Council Retreat	\$5,000
100.099.511.000.XXX	TOTAL	\$606,507

Dues & Membership Fees:

CEE- Coalition for Education Equity represents Alaska school districts, organizations, and individuals through courts and legislative activity - concerned about the quality and breadth of educational opportunities available to Alaska's children.

AASB- Alaska School District advocacy at state and federal level. See attached Benefits.

To Our Board Financial Summary

Wellsfargo Investment Account Update:

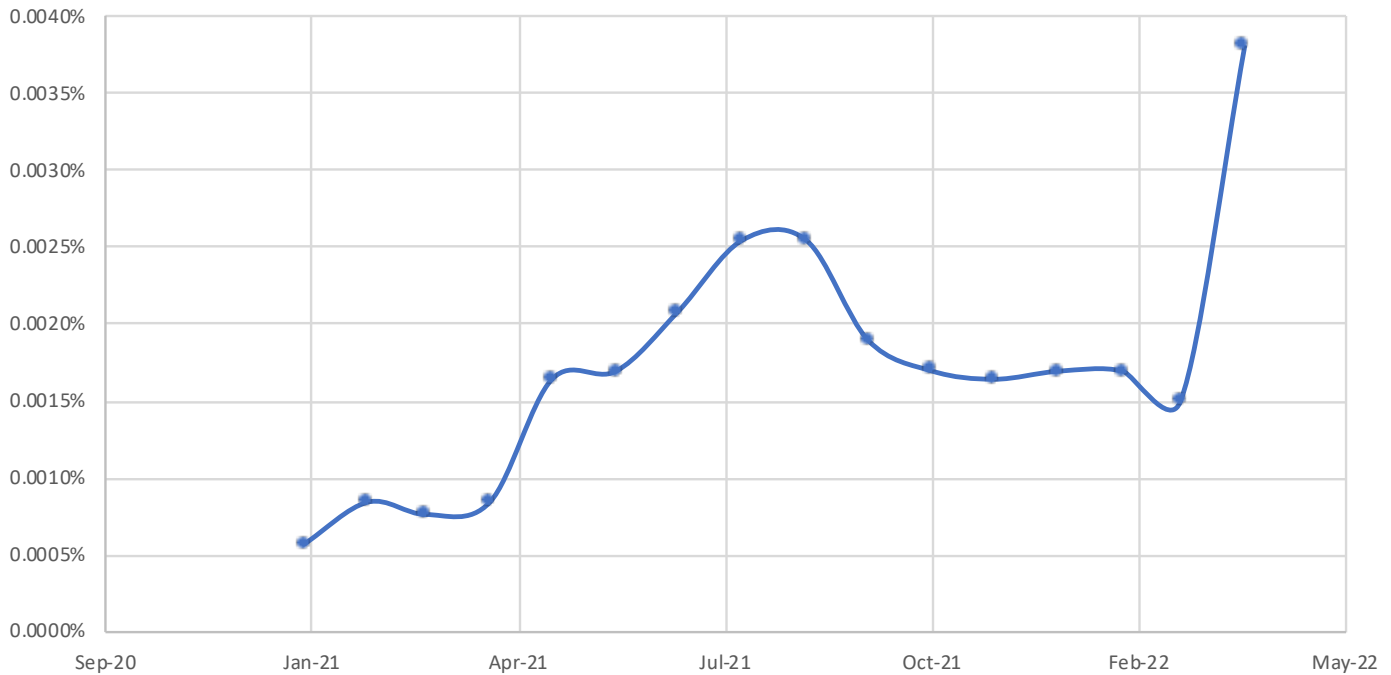
The accrued income on the principal holdings of the General Fund \$10,248,179.57 investment was \$8,250,718.61 as of March 31, 2022; an increase of \$313.92 from the February 28, 2022 report with a total of \$1,673.44 earned in FY22. \$2 Million was transferred out of this investment account in September to cover expenses over revenue in the general fund.

The accrued income on the principal holdings of the Capital Improvement Fund \$20M investment was \$7,004,338.11 as of March 31, 2022; an increase of \$266.49 from the February 28, 2022 report with a total of \$1,774.00 earned in FY22.

In March of 2019 we received the highest earnings on investment since deciding to invest funds, 2.0001% which totaled \$20,001.06 for that one month.

NWABSD IILD GF			
Statement	Account Balance	Monthly Increase	Rate of return
Dec-20	\$ 10,248,179.57	\$ -	0.0000%
Dec-20	\$ 10,248,238.09	\$ 58.52	0.0006%
Jan-21	\$ 10,248,324.74	\$ 86.65	0.0008%
Feb-21	\$ 10,248,403.12	\$ 78.38	0.0008%
Mar-21	\$ 10,248,489.77	\$ 86.65	0.0008%
Apr-21	\$ 10,248,658.11	\$ 168.34	0.0016%
May-21	\$ 10,248,831.83	\$ 173.72	0.0017%
Jun-21	\$ 10,249,045.17	\$ 213.34	0.0021%
Jul-21	\$ 10,249,305.99	\$ 260.82	0.0025%
Aug-21	\$ 10,249,566.78	\$ 260.79	0.0025%
Sep-21	\$ 8,249,566.78	\$ (2,000,000.00)	
Sep-21	\$ 8,249,723.08	\$ 156.30	0.0019%
Oct-21	\$ 8,249,862.94	\$ 139.86	0.0017%
Nov-21	\$ 8,249,998.46	\$ 135.52	0.0016%
Dec-21	\$ 8,250,138.30	\$ 139.84	0.0017%
Jan-22	\$ 8,250,278.14	\$ 139.84	0.0017%
Feb-22	\$ 8,250,404.69	\$ 126.55	0.0015%
Mar-22	\$ 8,250,718.61	\$ 313.92	0.0038%

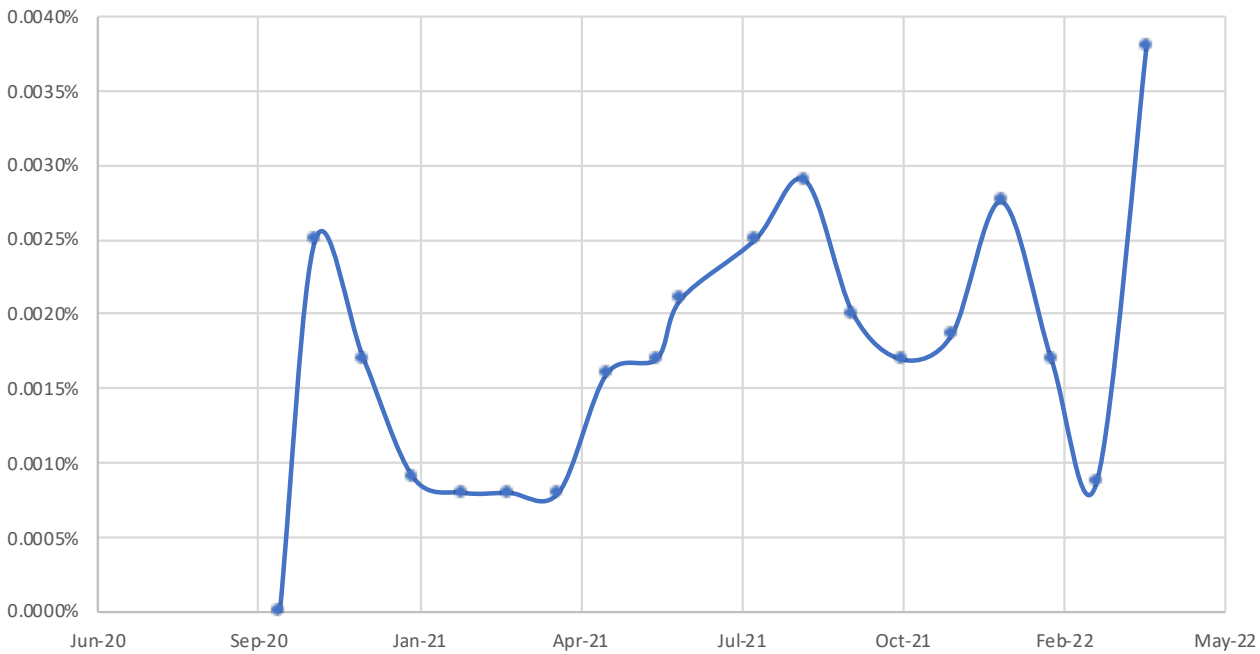
Wellsfargo General Fund IILD Account



NWABSD IILD CIP

Statement	Account Balance	Monthly Increase	Rate of return
Oct-20	\$ 20,000,000.00	\$ -	0.0000%
Oct-20	\$ 20,000,503.18	\$ 503.18	0.0025%
Nov-20	\$ 20,000,841.98	\$ 338.80	0.0017%
Dec-20	\$ 20,001,022.09	\$ 180.11	0.0009%
Jan-21	\$ 20,001,191.19	\$ 169.10	0.0008%
Feb-21	\$ 20,001,344.12	\$ 152.93	0.0008%
Mar-21	\$ 20,001,513.21	\$ 169.09	0.0008%
Apr-21	\$ 20,001,841.70	\$ 328.49	0.0016%
May-21	\$ 20,002,180.74	\$ 339.04	0.0017%
Jun-21	\$ 18,002,180.74	\$ (2,000,000.00)	
Jun-21	\$ 18,002,564.11	\$ 383.37	0.0021%
Jul-21	\$ 18,003,022.22	\$ 458.11	0.0025%
Aug-21	\$ 15,003,022.22	\$ (3,000,000.00)	
Aug-21	\$ 15,003,462.99	\$ 440.77	0.0029%
Sep-21	\$ 13,003,462.99	\$ (2,000,000.00)	
Sep-21	\$ 10,003,462.99	\$ (3,000,000.00)	
Sep-21	\$ 10,003,659.33	\$ 196.34	0.0020%
Oct-21	\$ 10,003,828.78	\$ 169.45	0.0017%
Nov-21	\$ 5,003,828.78	\$ (5,000,000.00)	
Nov-21	\$ 5,003,921.75	\$ 92.97	0.0019%
Dec-21	\$ 2,003,921.75	\$ (3,000,000.00)	
Dec-21	\$ 2,003,976.98	\$ 55.23	0.0028%
Jan-22	\$ 2,004,010.95	\$ 33.97	0.0017%
Feb-22	\$ 7,004,010.95	\$ 5,000,000.00	
Feb-22	\$ 7,004,071.62	\$ 60.67	0.0009%
Mar-22	\$ 7,004,338.11	\$ 266.49	0.0038%

Wellsfargo CIP IILD Account



Deposit Activities

INST INSURED LIQ DEPOSIT DEMAND A000MK3

*As of March 31, 2022

Interest earned
 this period
 266.49

Transaction Date	Activity	Principal	Market Value (\$)	Interest Amount	Principal Balance
------------------	----------	-----------	-------------------	-----------------	-------------------

Beginning Balance

7,004,071.62

03/31/22 Interest Rate 0.0912500%

266.49 7,004,338.11

Ending Balance

7,004,338.11

INST INSURED LIQ DEPOSIT SAVINGS A000MK6

*As of March 31, 2022

Interest earned
 this period
 313.92

Transaction Date	Activity	Principal	Market Value (\$)	Interest Amount	Principal Balance
------------------	----------	-----------	-------------------	-----------------	-------------------

Beginning Balance

8,250,404.69

03/31/22 Interest Rate 0.0912500%

313.92 8,250,718.61

Ending Balance

8,250,718.61

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board adopt the FY23 Proposed Operating Fund Budget as presented.

**Northwest Arctic Borough School District
FY23 Proposed Budget**

	FY21	FY22	FY23	<u>Changes</u> <u>Preliminar</u> <u>y to</u> <u>Proposed</u>	NOTES
	<u>Actual</u> <u>Transactions</u>	<u>Current</u> <u>Budget</u>	<u>Proposed Budget</u> <u>Budget</u>		
REVENUE					
Other Local Revenue	\$402,235	\$600,000	\$450,000	(\$150,000)	Estimated based on historical
Earnings on Investments	\$1,695	\$3,200	\$3,000	(\$200)	
Donations/Contributions	\$100	\$0	\$0	\$0	
Borough Appropriation	\$4,140,049	\$4,151,951	\$4,402,689	\$250,738	Increase due to property value
E-rate Program	\$6,808,765	\$6,860,873	\$7,456,903	\$596,030	Increase to Bandwidth in FY22
State Foundation	\$37,189,092	\$37,462,908	\$36,660,884	(\$802,024)	Based on Projection of 1831
Other State Rev - Quality Schools	\$112,592	\$273,143	\$127,645	(\$145,498)	Based on ADM
TRS On-behalf	\$2,828,647	\$3,191,942	\$2,889,915	(\$302,027)	
PERS On-behalf	\$723,064	\$611,444	\$734,163	\$122,719	
Revenue - Other State Sources	\$182,316	\$0	\$0	\$0	
Impact Aid Program	\$1,117,598	\$6,858,607	\$6,216,361	(\$642,246)	Hold Harmless
TOTAL REVENUES	\$53,506,153	\$60,014,068	\$58,941,560	(\$1,072,508)	
TRANSFERS IN					
Capital Improvement Funds	\$0	\$0	\$1,132,979		Transfer in to Balance Budget
TOTAL TRANSFERS IN	\$0	\$0	\$1,132,979		
EXPENSES					
Certificated Salaries	\$14,948,942	\$14,744,082	\$13,751,786	(\$992,296)	Reduced by 14 teaching positions
Non-Certificated Salaries	\$6,970,323	\$8,803,903	\$8,780,742	(\$23,161)	
Leave Pay Out	\$319,396	\$219,832	\$200,000	(\$19,832)	
Board Stipends	\$80,521	\$79,000	\$79,000	\$0	
Employee Benefits	\$9,733,289	\$10,737,630	\$11,098,515	\$360,885	Reduced by estimated Insurance Savings
TRS On-behalf	\$2,828,647	\$3,191,942	\$2,889,915	(\$302,027)	
PERS On-behalf	\$723,064	\$611,444	\$734,163	\$122,719	
SUBTOTAL: Personnel	\$35,604,184	\$38,387,833	\$37,534,122	(\$853,711)	
Professional & Technical Services	\$2,558,635	\$3,191,302	\$3,358,006	\$166,704	Increase for Maint. Services
Staff Travel	\$140,693	\$531,348	\$623,800	\$92,452	
Board Travel	\$1,860	\$89,379	\$89,379	\$0	
Student Travel	\$451,837	\$729,316	\$714,000	(\$15,316)	
Utility Services	\$8,181,371	\$8,342,599	\$8,657,239	\$314,640	Reduced by estimated building closure savings
Energy-includes electricity & fuel	\$3,277,696	\$4,032,395	\$5,023,195	\$990,800	Heating Fuel Increase
Other Purchased Services	\$2,336,243	\$2,454,407	\$2,369,016	(\$85,391)	
Property & Liability Insurance	\$961,903	\$953,044	\$1,000,159	\$47,115	Projected Increase
Supplies, Materials & Media	\$1,381,510	\$1,461,071	\$1,520,108	\$59,037	
Tuition	\$32,988	\$34,000	\$34,000	\$0	
Dues & Fees	\$156,506	\$176,305	\$134,494	(\$41,811)	
Inventoried Equipment	\$125,422	\$59,508	\$50,000	(\$9,508)	
Indirect Cost Recovery	(\$336,128)	(\$300,000)	(\$300,000)	\$0	
SUBTOTAL: Non-Personnel	\$19,270,536	\$21,754,673	\$23,273,396	\$1,518,723	
TOTAL EXPENSES	\$54,874,720	\$60,142,506	\$60,807,518		
TRANSFERS OUT					
Food Service Fund	\$1,489,745	\$0	\$0	\$0	
ATC	\$298,108	\$0	\$0	\$0	
Star of the Northwest - Magnet Schoc	\$158,902	\$0	\$0	\$0	
Teacher Housing Fund	\$425,969	\$450,000	\$350,000	(\$100,000)	Reduction in Housing Leases
Special Revenue Fund	\$227,973	\$45,000	\$50,000	\$5,000	
TOTAL TRANSFERS OUT	\$2,600,698	\$495,000	\$400,000	(\$95,000)	
INCREASE (DECREASE)-UNRESERVED FE	(\$3,969,264)	(\$623,438)	(\$1,132,979)		Use of Fund Balance to balance budget

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: e. Technology
Report

Amy Eakin, Director of Technology reports on the following:

Strategic Goal 1: Student Learning

Objective 2: NWABSD will build responsive environments during both remote and in-person learning.

1. Professional Development

- i. Technology Coordinator
 - a. Travel to KVL, ABL, SHG, BKC
 - i. Routine maintenance of SMART products
 1. Installed secondary ports
 2. Firmware updates
 3. Sensor and screen cleaning
 - ii. General server room upkeep
 - iii. Switched apple tv's over to ethernet connection to address airplay lagging issues
 - iv. Set up new Apple TV in PK room
 - v. Worked 1 on 1 w/several teachers
 1. New laptop differences
 2. Apple TV use
 3. SMARTBoard applications
 4. Laptop accessibility options
 5. Screen mirroring as a separate display
 - b. Northwest Arctic Teacher Specialists (NWATS)
 - i. Professional development provided to NWATS on
 1. Meet bi-weekly to discuss classroom concerns at each site and come up with viable solutions
 2. Apple App Updates
 - a. Clips
 - b. Document scanner through the camera
 - c. AR capabilities for iPads
 - d. Garage Band – sound pick
 3. ED 593 course facilitation
 - a. Free to 1st year NWATS
 - b. UAF credit course
 - c. Visible Learning and educational technology topics
 - c. NWABSD YouTube Channel
 - i. Created a new District channel – previous one was discontinued through an update
 1. Uploading media files to replace previously existing ones
 - ii. Apple Training Day - District Office
 - a. Apple Education provided a day of train-the-trainer support April 1, 2022, to Curriculum and Technology District Office staff development specialists/technology coordinator

- i. Included topics:
 1. Applications for iPads
 2. Accessibility applications and settings
 3. New tools to enhance literacy and student engagement

Strategic Goal 3: Family Support and Engagement

Objective 1: NWABSD staff will have consistent, professional, and family friendly communication with all stakeholders and families



1. Communications Regarding Gaggle Implementation

- a. From 3/09/2022 – 04/11/2022
 - i. 1 Questionable Content Email Alerts (non-emergency but require timely follow-up) regionwide
 - ii. 0 Possible Student Situations reported (emergency)

2. Website and Accessibility

- a. The current accessibility score for the website is 88.1. We strive to always maintain a minimum of 90 and are working to get this score higher. This includes working with schools on their content and updating our website structure with the assistance of Blackboard.

Strategic Goal 3: Family Support and Engagement

Objective 2: NWABSD will provide opportunities that support and engage families

1. E-Rate and the Emergency Connectivity Fund of 2021

- a. The NWABSD applied for \$16,708,076.22 of E-rate funding within the first filing window to support off-campus broadband internet access to address remote learning and the Homework Gap. In March, President Biden signed the \$1.9 trillion American Rescue Plan Act of 2021 that includes an [Emergency Connectivity Fund](#) (Sec. 7402) (aka ECF) to provide over \$7 billion in additional E-rate funding.
- b. This funding is to cover 100% of the costs for eligible students and staff homes to receive unlimited internet per month for 11 months. This is no cost to the District or to students, families, and staff. The FCC (Federal Communications Commission) has extended the timeline to use funding to 6/30/2023.
- c. On March 23, 2022 the District was awarded \$14,371,030.47 for 11 months of 100% paid internet service for qualifying student and staff homes.
- d. Flyers advertising this opportunity have been sent to all principals to post in each village. All Facebook pages have postings. The website has an image on all rotators. Links for families to apply are on the posters for easy scanning and on each school website under Parents & Students.

Q How to get free internet at home...



Emergency Connectivity Fund (ECF)

The ECF Program will reimburse schools for the reasonable cost of eligible broadband connections used to help students and staff who otherwise lack access to be able to engage in remote learning. The NWABSD applied for and was awarded ECF funding for 10 months of unlimited internet service for each eligible student and staff household in the NWABSD region.



Does your household qualify?

- You currently have a student(s) enrolled at the NWABSD and living in your household.
- Your student(s) DO NOT have sufficient internet access in your home to complete internet-based homework assignments and/or to participate in online video classes simultaneously.
- You currently DO NOT receive a federal subsidy from the FCC to purchase internet access (i.e., the Emergency Broadband Benefit (EBB), Affordable Connectivity Program (ACP) or Lifeline funded internet service).



ARE ALL THOSE STATEMENTS TRUE FOR YOU? Contact your school or go to the Parents & Students channel on your school's website for information on signing up! SERVICES MAY TAKE UP TO 30 DAYS TO BEGIN.

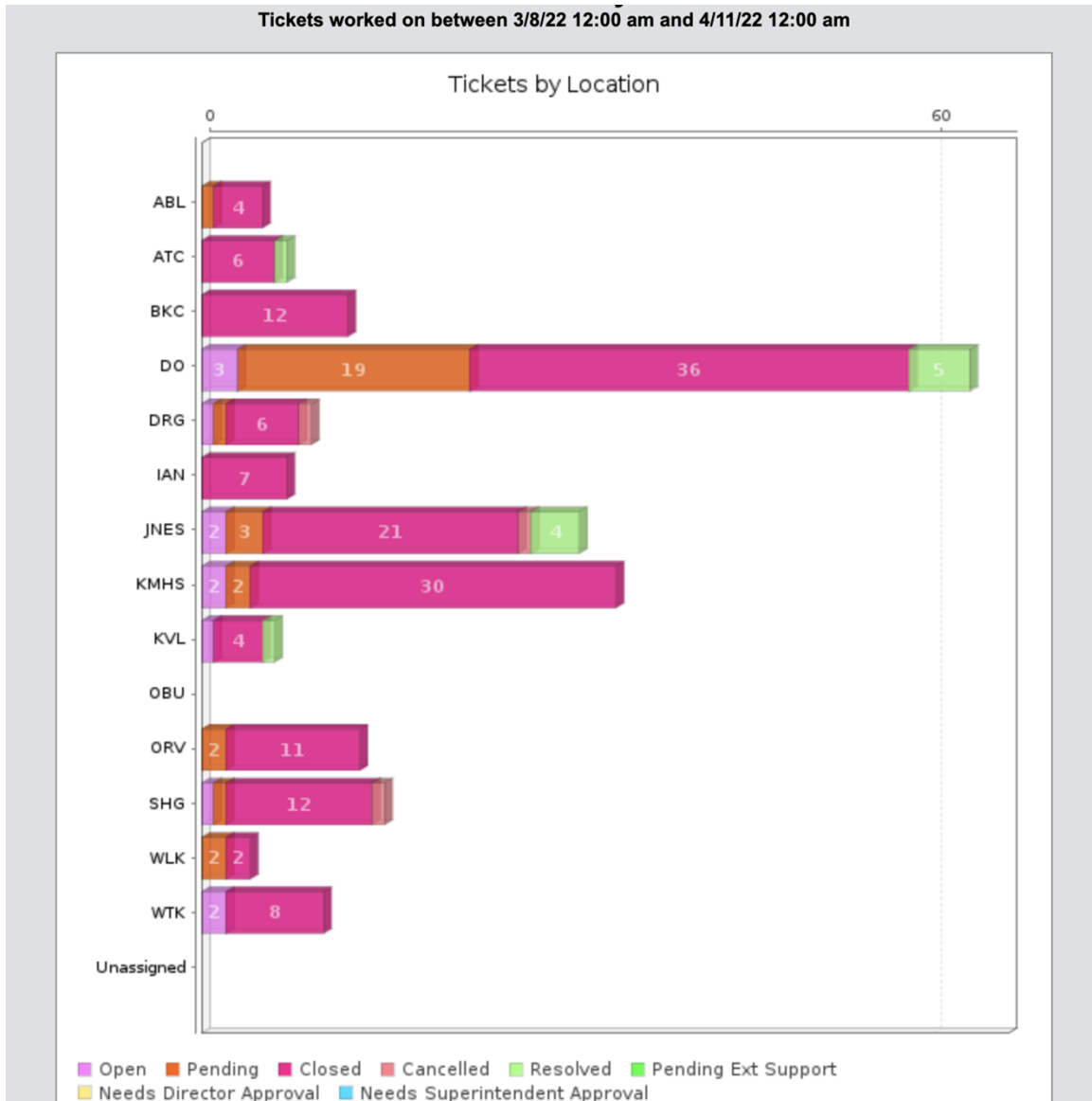
- e. Staff were emailed the opportunity including the requirements and a link to sign up for services.
- f. All services from OTZ Telephone (villages) and GCI (Kotzebue) may take up to a month to begin.
- g. There is a 3rd window to apply for funding for the 2022-2023 school year to extend the free internet beyond the currently funded 11 months. The Technology Department is currently working on applying for that window opening April 28.

	Aug-Dec 2020	Jan-Jul 2021	Aug-Dec 2021	Jan-Jul 2022	Aug-Dec 2022	Jan-Jul 2023
High School Laptops	Refresh 2020					Refresh Fleet 2025
5-8 School Laptops	Refresh Fleet S2018 Purchase Cases					Refresh Fleet 2023
SMARTBoards	Purchased 2014/2015; Warranty expired 6/30/20; 10 Annually		10 Annually		10 Annually	
Secretary, Principal, DO iMacs	Principals – purchased 8/2017			Secretary and DO iMac Refresh	Principal iMac Refresh	
K-4 iPads (PK-4)	Fleet Purchased 11/16 Prepare and Refresh Apps		Refresh Fleet 2021	Refresh Apps		Refresh Fleet 2026
Staff iPads	Fleet Purchased 8/2020					Refresh Fleet 2025
Staff Laptops	WTK/Admin Staff Refresh		Refresh Fleet 2021			
Computer Labs		ATC – partial update (5yr.)		ATC – partial update (5yr.)		ATC – partial update (5yr.)
Network Infrastructure (Switches, Wireless)		APs – KVL, BKC, IAN, DRG, ABL, WLK, ORV (CAT 2)	Complete CAT 2 AP deployment	Split OTZ Circuits Switches	Install Wifi-6 APs in schools WLK, IAN, ORV	Install Wifi-6 APs in schools BKC, DRG, OTZ
Mitel Phone System	Partial Phone Refresh		Replacing Windows DVSSs with Linux		Partial Phone Refresh	
VTC	RUS Award	Install RUS awarded Infrastructure	Complete install of RUS awarded Infrastructure			RUS; Refresh Polycom 2023
Servers			DO Server Refresh; Refresh DRG/WTK/BKC	Refresh ABL/WTK/ORV	Refresh WLK/SHG	DO Server refresh 2027;
Windows Infrastructure		Windows 2019 Server Upgrade	Windows 2019 Server Upgrade	Windows 2019 Server Upgrade		

March 8, 2022 – April 11, 2022

Additional Items Serviced by the Technology Department:

- Districtwide staff changes (new hires/transfers) create accounts with AD, email, MS licensing, Teams policy, AD attributes and prepare technology assets.
- Fly to Ambler and support NANA annual meeting. Technology was on site supporting Ambler and NANA for five days.
- Updated wireless access points in Buckland and Shungnak.
- Finalized update to all staff machines in Selawik. Migrated from MacBook Air 2013 to MacBook Air 2019 M1.



ACTION ITEMS ON THE AGENDA:

NWABSD Memo 22-081 (attached), Approval of FY-22 Contract Addendum; E-rate Central Consulting Services:

The administration recommends Board approval of the E-Rate Central Consulting Services Contract Addendum for an additional \$59,000 as presented.

NWABSD Memo 22-082 (attached), Approval of FY-23 Contract; E-rate Central Consulting Services:

The administration recommends the Board approve the FY-23 contract with E-Rate Central Consulting Services for a total amount not to exceed \$118,000 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2021

NUMBER: 22-081

FR: Office of the Superintendent

SUBJECT: Memorandum of
Agreement 22054
Addendum; E-Rate
Central Consulting
Services

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

Objective 2: NWABSD will build a responsive learning environment during both remote and in-person learning.

ABSTRACT:

Contracts over \$50,000 require the approval of the Board.

ISSUE:

At issue is to approve E-Rate Central Consulting Services Contract Addendum for an additional \$59,000 to be funded by ESSER III funds.

BACKGROUND AND/OR PERTINENT INFORMATION:

E-Rate Central provides consulting services to ensure the E-Rate programs are followed and all proper documentation is filed in a timely manner when procuring E-Rate qualified services. The District has a current MOA for traditional E-Rate services for 2021-2022 school internet.

In response to Congressional COVID-19 relief measures, the FCC rolled out a temporary support mechanism to help bridge the digital divide and the homework gap. Unlike traditional E-rate, the Emergency Connectivity Fund (ECF) will reimburse applicants for 100% of eligible charges. An initial ECF window opened for 45 days (June 29 – August 13, 2021) which the District applied for funding for internet services across the region to support qualifying student and staff homes. On March 23, 2022, the NWABSD was awarded \$14,371,030.47 by the Universal Service Administrative Co. (USAC) under this new E-Rate program for home internet.

E-Rate Central supports timely and accurate filing of required ECF E-Rate paperwork, program integrity assurance, and audit support. The cost for the additional E-Rate Central consulting services is \$59,000 to be taken from the ESSER III budget. This additional support cost would bring the total E-Rate Central 2021-2022 MOA to \$118,000 for both regular E-Rate consulting on school internet and new E-Rate consulting on eligible student and staff home internet.

ALTERNATIVES:

1. Approve E-Rate Central Consulting Services Contract Addendum for an additional \$59,000 as presented;
2. Do not approve the E-Rate Central Consulting Services Contract Addendum as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends Board approval of the E-Rate Central Consulting Services Contract Addendum for an additional \$59,000 as presented.

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

ADDENDUM TO
MEMORANDUM OF AGREEMENT

MOA # 22054

Between

Contractor Name: E-Rate Central

Address: 400 Post Avenue, Suite 410
Westbury NY 11590-2291

and

Northwest Arctic Borough School District

The above referenced Memorandum of Agreement is hereby amended as follows:
MOA Addendum:

	<u>Amount</u>
Account #: <u>ESSER III Funds</u>	<u>\$ 59,000</u>
Account #: _____	<u>\$</u>
Account #: _____	<u>\$</u>
Account #: _____	<u>\$</u>
Account #: _____	<u>\$</u>
NEW MOA Total:	<u>\$ 118,000</u>

Budget Authority Approval: _____

Contractor Additionally Agrees: to provide form filing and program integrity assurance support, document management, vendor management, invoicing, and billing and audit support pertaining to the Emergency Connectivity Fund for ECF windows 1 & 2.

District Additionally Agrees:

Date of Board Approval (if applicable): _____

Agreed to by:

Contractor, (Sign and Return to Program Contact Person) _____
Date

Superintendent- Authorized Signature, NWABSD _____
Date

Director of Administrative Services, NWABSD _____
Date

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-082

FR: Office of the Superintendent

SUBJECT: Approval of FY-23
Contract; E-Rate Central
Consulting Services

STRATEGIC PLAN/BOARD GOAL:

Goal 1: Student Learning

Objective 2: NWABSD will build a responsive learning environment during both remote and in person learning.

ABSTRACT:

Contracts over \$50,000 require the approval of the Board.

ISSUE:

At issue is to approve the FY-23 E-Rate Central Consulting Services contract for an amount not to exceed \$118,000 which will be funded by ESSER III funds.

BACKGROUND AND/OR PERTINENT INFORMATION:

E-Rate Central provides consulting services to ensure the E-Rate programs are followed and all proper documentation is filed in a timely manner when procuring E-Rate qualified services. The NWABSD (District) is applying for funding under two different E-Rate programs: 1. traditional E-Rate services for 2022-2023 school internet, and 2. Emergency Connectivity Fund (ECF) internets services for qualifying student and staff homes in the 3rd ECF filing window.

The traditional E-rate program provides funding for 90% of our school internet charges. The ECF will provide funding for 100% of eligible charges for internet services across the region to support qualifying student and staff homes. The District was awarded funding for both programs in the 2021-2022 school year and will continue those applications for the 2022-2023 school year and 3rd ECF filing window.

E-Rate Central supports timely and accurate filing of required E-Rate paperwork, program integrity assurance, and audit support. The cost for the E-Rate Central consulting services is \$59,000 for each E-Rate fund supported. The total E-Rate Central 2022-2023 Contract is for \$118,000 for both regular E-Rate consulting on school internet and new E-Rate consulting on eligible student and staff home internet.

ALTERNATIVES:

1. Approve the FY-23 contract with E-Rate Central Consulting Services for a total amount not to exceed \$118,000 as presented;
2. Do not approve the FY-23 contract with E-Rate Central Consulting Services as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the FY-23 contract with E-Rate Central Consulting Services for a total amount not to exceed \$118,000 as presented.

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

P. O. Box 51 Kotzebue, AK 99752

MEMORANDUM OF AGREEMENT (MOA)

MOA's for more than \$50,000 must be approved by the School Board prior to start of Contract
In a fiscal year MOA's to the same Contractor totaling more than \$50,000 must be approved by the School Board prior to start of Contract
Remember to follow federal procurement regulations when using federal funds to support the MOA

TAB BETWEEN FIELDS

Contractor: E-Rate Central MOA Control #: _____
Name of Company Contact Brad Eisel for #

Address: 400 Post Avenue, Suite 410 Westbury NY 11590-2291
Street or POB City State Zip + four

516 801-7803 516-801- eflock@e-ratecentral.com
Area Code Phone # Fax # E-mail Address
7873

Federal ID #: 11-2907608 O Soc. Sec. #: _____ Alaska Business License #: _____
Enter without Enter without Dashes
Dashes

07/01/2022 06/30/2023 W-9 Attached W-9 Submitted Previously
Start Date (mmddyy) End Date (mmddyy) Verify with Brad Eisel

Contractor Agrees To: Support timely and accurate filing of required E-Rate paperwork, program integrity assurance, document management, vendor management, invoice and billing support, and audit support for window 3 of the Emergency Connectivity Fund E-rate program and 2022-2023 school internet E-Rate program.
If additional space is needed, indicate here See attachment

District Contact Person: Amy Eakin Phone #: 907-442-1830 Ext _____
Email Address: aeakin@nwarctic.org Fax #: _____

District Agrees To: _____

If additional space is needed, indicate here See attachment

Payment Terms: _____

If additional space is needed, indicate here See attachment

Enter Account Code as:	<u>Amount</u>
Account #: _____	<u>\$ 118,000</u>
Account #: _____	<u>\$</u>
Total:	<u>\$ 118,000</u>

MOA Not to Exceed: \$118,000 Budget Authority Approval: _____

Additional Conditions/Provisions

A - GENERAL INFORMATION

1. All associated costs, not limited to fees and reimbursables, must be included in the MOA. All MOA's for more than \$50,000 require prior School Board approval before Contractor provides any service. (BP 3312)
2. The account to be charged must be determined and approved by the individual with budget authority prior to submission of the MOA to Brad Eisel. It is important to verify funds are available before submitting.
3. Prior to the starting date of the contracted services and/or activities, the Contractor and NWABSD must sign the MOA. The Contractor is not to be given a notice to proceed unless all the appropriate parties have approved and signed the MOA.
4. The District Contact Person will be responsible for obtaining the Contractor's signature and submitting the original MOA to Brad Eisel along with a W-9 for tax purposes.
5. The District Contact Person must approve for payment all Contractor invoices and verify receipts and backup documentation prior to submission for payment to the Accounting Department.
6. The Contractor must pay all expenses, and submit receipts for reimbursement, (airline receipt, hotel receipt, other travel related expenses). Mileage tickets are not eligible for reimbursement.
7. MOA's cannot be used for employee contracts or work agreements.
8. Any NWABSD employee who authorizes services prior to the required approvals may be subject to disciplinary action up to and including termination. (BP 4118, 4218)

B - CONTRACTOR RESPONSIBILITIES

1. Check the MOA for contents and completeness. If the terms are agreeable, sign the agreement and return to the individual named as the Contact Person.
2. In accordance with the payment terms set forth on page 1, the Contractor shall submit a detailed invoice with the dates the services were provided and the appropriate documentation (copies of itineraries, airline tickets, hotel bills, ground transportation, etc.) to the District Contact Person for approval of payment. This **MOA Control #:** must be on the invoice.
3. As a condition of performance, the Contractor must pay all federal, state, and local taxes incurred by the Contractor.
4. A W-9 must be on file with the NWABSD or submitted with this MOA.
5. The Contractor must provide proof of any liability insurance coverage required on page 1 of this MOA.
6. To the extent allowed by law, the Contractor shall indemnify, defend, and hold the NWABSD harmless from any liability resulting from or arising out of the acts of the Contractor in the performance of this MOA.
7. This contract may be terminated by either party with a 30-day written notice.

I HEREBY ACCEPT THIS MOA AND THE CONDITIONS/PROVISIONS CONTAINED HEREIN.
Any changes in the terms of this MOA must be on an ADDENDUM FORM prior to any services being performed. The ADDENDUM FORM must be approved by all parties.

Megan Williams

Director of Administrative Services – Fiscal
Approval

Director's Signature

Date (mm/dd/yy)

Terri Walker

Interim Superintendent –Authorized Signer
NWABSD

Superintendent's Signature

Date (mm/dd/yy)

Eric Flock

Contractor

Contractor's Signature

Date (mm/dd/yy)

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: f. Alaska Technical Center
Report

Karla Head, Director of Alaska Technical Center (ATC) reports on the following:

ATC OVERVIEW:

The following dates for short courses of training opportunities have been established as follows:

- Certified Nursing Assistant: March 22 – April 21 (in classroom at ATC) Tuesdays, Wednesdays, Thursdays 6-9 pm & May 3-June 16 (clinicals in long-term and acute care) times will vary
- Heavy Equipment Operator Training: In Kotzebue April 4-15 then hands-on training in Palmer
(Group 1) May 31 – June 16, (Group 2) July 18 – August 4
- Basic Life Support / Intro. To Health Careers (dual credit opportunity): April 18 - 22
- Class D Driver's License: April 4- 8
- Toyo Stove Repair Training (3rd Session): April 4-8
- PV 101 Solar Energy International: (High School Students) April 11-15
- Commercial Driver's License Training: In Kotzebue April 18-29 then road test in Palmer
(Group 1) May 2-13, (Group 2) May 31 – June 10

The director continues pursuing opportunities for courses/training in the following areas:

- Emergency Trauma Technician
- Welding
- Electrician apprentice
- Plumbing apprentice
- Plumbing training (I, II, III)
- Boiler/Furnace Repair
- Drone Licensing Program
- Public Safety Training (VPSO)
- Small business entrepreneurship

Courses are currently being scheduled for the next school year, including CDL (2 sections), Heavy Equipment Training (2 sections), Toyo Stove maintenance/repair (3 sections), Class D Driver's Training (2 sections)

ATC has hired a recruiter, JayLynn Rogers, who will be joining us on April 18, 2022. Upon arriving in the ATC building, Ms. Rogers will be working with the Registrar and the Director to gain a solid understanding of the role of recruiter as she begins to plan recruiting trips across the region and state.

Director Head continues to network to create more training opportunities for students across the region, to include meeting with regional stakeholders, state stakeholders, and businesses to address pending and upcoming urgent needs in workforce development.

The ATC Advisory School Council meeting is scheduled for May 2, 2022, at 2 pm. Members will be able to participate in-person or via TEAMS.

ENROLLMENT: Our current adult student enrolment is as follows:

10 students for Culinary Arts Program (3 adult/7 high school students)

7 students in Construction Trades Program (2 adult/5 high school students in Intro. to CTT)

Number of Students		Program
Adult	HS	
2	5	Construction Trades
3	7	Culinary Arts
	5	Entrepreneurship (High School)
	6	Forensic Science (High School)
3	2	Certified Nursing Assistant (March 29 – June 16)
13		CDL (April 18-29 in Kotz plus 2 weeks in Palmer)
6	5	Heavy Equipment Operator Training (April 4-15 in Kotz plus 3 weeks in Palmer)
	20	Solar Energy PV 101
	20	Basic Life Support
17	2	Class D Driver's License Training
16		Toyo Stove Maintenance and Repair

Student Enrollment- GED Program						
January-March 2022**						
VILLAGE	STUDENTS ENROLLED	TOTAL CONTACT HOURS	SITE VISITS	TRAINING TYPE	GED BATTERY TESTS GIVEN	GED GRADUATES
Ambler	0	0	0	0	0	0
Buckland	0	0	0	0	0	0
Deering	1	4	OTZ	GED	1	0
Kiana	0	0	OTZ	GED	0	0
Kivalina	0	0	OTZ	GED	0	0
Kobuk	0	0	OTZ	GED	0	0
Kotzebue	3	39	OTZ	GED	5	0
Noatak	0	0	0	0	0	0
Noorvik	0	0	OTZ	GED	0	0
Selawik	0	0	OTZ	GED	0	0
Shungnak	0	0	0	0	0	0

**** numbers reflect data gathered at the end of February. Updated numbers were not available as of 4/8/22, due to the instructor being out of the office.**

STAR OF THE NORTHWEST OVERVIEW:

Home Community	Number of Students
Ambler	2
Buckland	0
Deering	1
Kiana	2
Kivalina	1
Kobuk	1
Kotzebue	0
Noatak	0
Noorvik	6
Selawik	0
Shungnak	0
Fish Camp	1
TOTAL STUDENTS	14

As reported by Principal John Rob O'Neal:

Mark your calendars, the Star of the Northwest Magnet School and the Alaska Technical Center will be holding a graduation ceremony on May 6, 2022. Along with 12 others, our 2 graduating seniors have endured Covid, lockdowns, minimal opportunities for outside activity, and other variables the past 2 years, and they did it with grit, determination, and a commitment to graduating from the Star of the Northwest. As we close this chapter on the 2021/2022 school year, we have grown to become a family.

Our 14 students have a cumulative GPA of 3.08, they have grown academically, socially, and emotionally, and I could not be prouder of them.

Thanks to Director Karla Head, Star of the Northwest students have had the opportunity to work in the metal and wood shop, take Driver's Ed workshops, attend short courses focused on renewable and Solar Energy, master coursework in Forensics and Entrepreneurship, Heavy Equipment training, and medical terminology. The students have really enjoyed their weekend brunch and dinner experiences provided by Chef Alex and 2 of our students currently have jobs at the local AC Store.

As we close out the year, we are focusing on finishing strong, staying committed to the process of what it takes to live and thrive in a dormitory setting, and goal setting for the upcoming 2022/2023 school year.

We currently have 10 applicants looking to attend in the fall and all 12 returning students have stated they cannot wait to come back in the fall; especially if Covid restrictions are eliminated. It has been a year of learning, both for the students, staff, and me. We love the direction the ATC and Star of the Northwest are headed, and I am proud to tell everyone where I work.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: g. Student Services
Report

Perrian Windhausen, Director of Student Services reports on the following:

Data and Assessment:

- AK Star: State testing preparation
 - Sent a list of staff who can administer the state test to all sites; only trained staff can administer the test.
 - Coordinated with other districts that have homeschool students living in our region. These students will come take the test in our schools; this is a courtesy extended by rural districts to help ensure that all students in Alaska have an opportunity to test.
 - Updated and posted the state testing checklist for staff to use in preparation for testing
 - Sent clarification and directions for sites to verify that students submit tests properly
 - Sent clarification to staff regarding students who may skip ahead on their test and accidentally submit a part before they are done with it
- State test administration
 - Sent information to sites that will test homeschool students; these students will test at specific times when the site is able to provide a test administrator and room to test
 - Provided test tickets for our Home School students to the sites that will test them
 - Assessment observations: reminded principals to observe one AK STAR test and one AK Science test. The state requires one observation at each school for each test administered.
 - Provided support to Building Test Coordinators and principals with questions about testing Irregularities and procedures to follow
- 2nd semester team sports; sent lists to each site with the names of students that participated in either basketball or cheerleading. Sites will verify these lists and then students will be awarded 0.5 credits that counts toward the PE requirement.
- Verification of graduating seniors; before graduation we work with each site to verify which seniors will graduate. Graduating seniors are closely watched in the weeks leading up to graduation to ensure that the counselor and principal know their status.
- Verification of Magnet student enrollment; verified with Principal.

Counselors:

- Finished March District ACT. Selawik and Kotzebue will be April 15th
- Have been focused on 4th R Curriculum: Relationship Building and Substance Abuse
- Completed trainings with Students on AKCIS – *Reality Check, Interest Profiles, & Career Clusters*
- Number of Harm-to-Self reports YTD: 59

- Log entries for Counselors – 2257 Counseling logs District wide. (Log entries show that counselors are working with students individually on scholarships, individual counseling, college apps, AKCIS, parent contact, etc.)
- Did a “Small Acts of Kindness” Suicide Prevention training during Inservice: All Staff
- Currently have five June Nelson Scholarship applications
- Maniilaq IT will be presenting to our 6-12 students talking about a career in IT and possible summer positions April 15th.
- Completing Master Schedules for next year and will be inputting them into PowerSchool Week of April 11.
- Currently have 11 students signed up to participate in AK Geo. Plus12 headed to RAHI

Seniors:

# of Seniors completed college app	33
# of Seniors working or completed Scholarships	29
# of Seniors working or completed Resume &/or Recommendations	43

Online counseling with a School Psychologist or Counselor

- Offered through the end of this Quarter. Currently there 7 students receiving services at this time.

Special Education:

Special Education reports the following activities:

- Two Speech/Language Therapist will be retiring/leaving the district, currently working to find new therapist for next school year.
- Attended State Sped Directors Conference in Anchorage March 25th-27th.
- End of the year Compliance Reporting initiated.
- Updating caseloads including IEP/ESER dates into PowerSchool.
- Provided records per requests

Early Learning and Family (ELF):

- All ELF staff participated in the Infant Toddler Mental Health Conference April 6-8.
- Enrollment is currently 23 children. We continue to process between 12-15 referrals which were recently received as there has been a sharp increase in the number of babies born prematurely and born with developmental challenges. Staff has successfully enrolled a few children whose families were initially reluctant to work with the program.
- Along with an increase in infant referrals, there are older children (between the ages of 3 and 5) who are experiencing developmental challenges. We plan to facilitate playgroups at school sites to provide opportunities for this birth to five population to increase their developmental skills which thereby increases success in school, as research indicates.
- Staff frequently reached out to families with Child find activities through a monthly drawing for a stroller or other baby items to anyone who completed the Ages & Stages Parent Questionnaire.
- Child find opportunities during the 1 A basketball regionals by offering ASQ parent questionnaire in the gym using an iPad. Staff even offered the crowd hearing protection earphones for babies! It was so well received we are considering purchasing more earphones for future sporting events.
- We utilized the ELF Facebook parent page and have increased interest and awareness of ELF Program services for families of children under age 3.

ACTION ITEM ON THE AGENDA:

NWABSD Memo 22-084 (attached), Selection of Recipients for the June Nelson Scholarship:

The administration recommends that the Board Select recipients for the June Nelson Scholarship as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-084

FR: Office of the Superintendent

SUBJECT: Selection of Recipients
for the June Nelson
Scholarship

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board selection of recipients for the NWABSD June Nelson Scholarship is required.

ISSUE:

At issue is for the Board to select recipients for the June Nelson Scholarship based upon predetermined criteria and a scoring guide.

BACKGROUND AND/OR PERTINENT INFORMATION:

It is financially feasible for the NWABSD to offer June Nelson Scholarships, should the board elect to do so. Five applications were received for this scholarship. Two of the applicants qualified based on the scholarship requirements.

Confidentiality is necessary as information regarding economic status is presented. Applicant packets were presented to Board in executive session.

At the regular meeting, the board may select recipients for the June Nelson Scholarship.

ALTERNATIVES:

1. Select recipients for the June Nelson Scholarship as presented;
2. Do not select any recipients as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATIONS:

The administration recommends that the Board Select recipients for the June Nelson Scholarship as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: h. State/Federal Grants
Report

Joy Cogburn-Smith, Director of State & Federal Programs, reports on the following:

Migrant Education

Summer School will take place for 10 days beginning on May 11th. Students will engage in a variety of STEM and educational enrichment activities as well as credit recovery being offered for high school students.

Kellie Toth continues to remote present on Boater Safety, Water Safety Skills as well as First Aid/CPR at 3:40 on Wednesdays

Career Exploration Anchorage May 22nd – 28th (Juniors & Seniors)

Students will take part in various career exploration activities visiting employers and colleges to learn and experience post-graduation options.

Alaska Native Science & Engineering Program (ANSEP)

Middle School Academy June 12 - 18 in Anchorage (17 students)

Kotzebue STEM Ready June 9 - 13 for 5th grade students

Chaperones have identified and plans are being finalized for all travel and activities

Grant Management

An updated FY22 Grants Overview is attached

COVID Funding Revision

Updated budgets attached ESSER III needed additional monies added for e-rate consultants for Connectivity Fund that cannot be paid out of the received connectivity fund monies.

ACTION ITEM ON THE AGENDA:

NWABSD Memo 22-089 (attached), Approval of Purchase; Big Ray's-The Alaska Outfitters:

The administration recommends the Board approve the purchase of migrant education student services clothing from Big Ray's-The Alaskan Outfitters for a total amount not to exceed \$220,000 as presented.

Grants Overview

Northwest Arctic Borough School District

FORMULA GRANTS	Fund Code	Current Amount	TIMELINE	SOURCE	PRIMARY USES	IMPACT
Title I-A Basic /Parent Involvement	262 264 267 260 266	\$ 1,959,951.65	Annually July 1 st -June 30 th	State Pass Through	District-Wide Specialists Grants Department Classroom Teachers Paraprofessionals Professional Development	All Students
Title1-C Migrant	263	\$ 1,666,181	Annually July 1 st -June 30 th	State Pass Through	Migrant After-School Tutors Migrant Recruiters Instructional Paraprofessionals Additional Educational Support	Migrant Students PreK – 12 th
Title II-A Professional Development	302	\$ 388,746.80	Annually July 1 st -June 30 th	State Pass Through	Professional Development Educational Consultants	All Staff
Title IV-A Student Support & Academic Enrichment	265	\$ 266,773.37	Annually July 1 st -June 30 th	State Pass Through	Professional Dev. Safety Technology	Staff Students
Title VI Indian Educ.	360	\$718,427	Annually July 1 st -June 30 th	Office of Ind. Educ.	Indian Education Classroom Paraprofessionals Data Specialist/PowerSchool Staff Development Specialists	Native Students
JOM Johnson O'Malley	362 363	\$231,815	Annually July 1 st -June 30 th	US Dept of the Interior— Bureau of Indian Education	Cultural Activities at School Sites Additional Site Activities for student improvement ANSEP	Cultural & Native Ed.
Carl Perkins	274	\$165,514	Annually July 1 st -June 30 th	State distribution	Career & Technical Support	Grades 9-12 CTE Teachers
Rural and Low- Income School Program	364	\$49,748	July 2020-Sept 2022	Office of School Support and Rural Programs	Teacher/Admin Professional Development School Improvement	All Staff
TOTAL		\$5,447,156.82				

Grants Overview

Northwest Arctic Borough School District

State Funded Grants	Fund Code	FY22 Funds	TIMELINE	SOURCE	PRIMARY USES	IMPACT
Quality Schools	100	\$112,752	Annually July 1 st -June 30 th	State distribution	Inservice Professional Development Afterschool Tutoring Consultants	All Schools Students & Staff
School Improvement 1003(a)	280	\$200K	July 1 st -June 30 th	State distribution	Leadership and Staff PD Develop Family/Community Engagement Strengthen RTI systems School Improvement Coaching Classroom Supplies/Materials	Targeted and Comprehensive Support and Improvement TSI—Buckland, Kivalina, Kobuk CSI—Home School, Ambler, Selawik
TOTAL		\$312,752				

Competitive Grants Currently Awarded (these are funds already allocated to our school district)

CURRENT COMPETITIVE GRANTS	Fund Code	FY22 Funds	TIMELINE	SOURCE	PRIMARY USES	STUDENT IMPACT
BTG-Bridging the Gap—All Funds Expended—Grant Closed out	391	\$100,295	<i>All funds must be spent by Sept 30th</i>	Indian Education Program	Early Childhood Middle School STEM Supplies	PreK Middle School
Our Youth Our Future	396	\$801,034	No Cost Extension Received Funds Available through 9/18/2022	Alaska Native Education	ReadiStar student supplies and travel STAR Dorm ReadiStar Teachers	9-12 students
Literacy Connections Innovative Approaches to Literacy	353	\$762,047	Budget Period 10/01/2021-9/30/2022	Office of Elementary and Secondary Education	Literacy Specialists Books for Children Reading Tutoring	All Grade Levels
Current TOTAL Funding		\$1,563,081				

Grants Overview

Northwest Arctic Borough School District

PENDING COMPETITIVE GRANTS	Fund Code	Pending Funds	TIMELINE	SOURCE	PRIMARY USES	STUDENT IMPACT
Alaska Native Education Program More information https://www.federalregister.gov/documents/2022/01/12/2022-00411/applications-for-new-awards-alaska-native-education-program	N/A	<i>Up to 1.5 million</i>	Applications Due March 26 th	Federal Dept of Education	Purpose of the ANE program is to support innovative projects that meet the unique educational needs of Alaska Native students Grant to continue supporting the district's CTE/STAR and Readistar programs.	9-12
Demonstration Grants for Indian Children Native Youth Community Program (NYCP) More Information https://oese.ed.gov/offices/office-of-indian-education/demonstration-grants-for-indian-children/	N/A	<i>Up to 500K for 5 years</i>	Deadline to Apply: April 19, 2022 Application Submitted	Federal Dept of Education	Purpose: to provide financial assistance to projects that develop, test, and demonstrate the effectiveness of services and programs to improve the educational opportunities and achievement of Indian students in preschool, elementary, and secondary schools. Possible project include internship program...initial planning had begun	Pending project

Grants Overview

Northwest Arctic Borough School District

COVID Funding	Fund Code	FY 22 Budget (Projected)	Total Funding Available	TIMELINE	SOURCE	PRIMARY USES THIS SCHOOL YEAR	STUDENT IMPACT
ESSER I Coronavirus Aid, Relief, and Economic Security (CARES) \$1,089,904 (original allocation)	250	\$70,080.22	\$70,080.22	through September 30, 2022	State Pass Through	PPE Supplies/DocuSign	Students Staff
ESSER II Coronavirus Response and Relief Supplemental Appropriations (CRRSA) \$4,317,698 (original allocation)	251	\$907,292.63	\$2,671,079.80	through September 30, 2023	State Pass Through	Personnel Costs for Counselors CTE & VTC teacher	Students Staff
ESSER III American Rescue Plan (ARP) \$9,696,937 (original allocation)	252	\$4,051,716.27	\$9,698,662.00	through September 30, 2024	State Pass Through	Technology Purchases Curriculum Purchases Food Service General COVID Supplies	Students Staff
		\$5,029,089.12	\$12,439,822.02				

Grants Overview

Northwest Arctic Borough School District

Alaska Technical Center Grants	Fund Code	FY22 Funds	TIMELINE	SOURCE	PRIMARY USES	STUDENT IMPACT
Alaska Technical Vocational Education Program (TVEP)	222	\$1,042,600	Annually July 1 st - June 30 th	State of Alaska Legislative Action	ATC Instructional Personnel, Support Personnel, Contractual Services, Instructional Supplies, Office Supplies	ATC Students Staff
Alaska Construction Academy (ACA)	224	\$150,000	Annually July 1 st - June 30 th	State of Alaska	ATC Instructional Faculty Member, Instructional Supplies	ATC Students Staff
State Training & Employment Program (STEP)	230	\$136,887	Annually July 1 st - June 30 th	State of Alaska	Professional/Technical Services, Student Travel and Tuition, Instructional Supplies	ATC Students Staff
Adult Basic Education (AAE/GED)	300	\$105,756	Annually July 1 st - June 30 th	State of Alaska	ATC Instructional Personnel, Instructional Supplies, Professional Development, Staff Travel	ATC Students Staff
Maniilaq AAE/GED	371	\$70,000	October 1st -September 30th	Maniilaq Sub-Grant	Instructional Services, Student Travel, Staff Professional Development, Staff Travel	ATC Students Staff
STAR of the Northwest Magnet School Dorm	225	Pending--final amount not yet available	Annually July 1 st - June 30 th	State of Alaska	STAR of NW Personnel, Professional/Technical, Student Travel, Supplies, Dorm Supplies	STAR of NW Students & Staff
Estimated TOTAL		\$1,505,243.00				

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-089

FR: Office of the Superintendent

SUBJECT: Approval of Purchase; Big Ray's-
The Alaskan Outfitters

STRATEGIC PLAN/BOARD GOAL:

Goal 3: Family Support and Engagement

ABSTRACT:

Board approval is required for purchases that exceed \$50,000.

ISSUE:

At issue is for the Board to approve the purchases of migrant education student services clothing from Big Ray's Anchorage for a total amount not to exceed \$220,000.

BACKGROUND AND/OR PERTINENT INFORMATION:

Migrant student clothing orders are being finalized and purchased by site according to orders received from parents. Total purchase cost will not exceed \$220,000 as budgeted.

These items were fully budgeted for and approved by the Alaska Department of Education as part of NWABSD's Migrant Title 1-C application. The purchase is funded from the Migrant Education Fund 262 budget.

ALTERNATIVES:

1. Approve the purchase of migrant education student services clothing from Big Ray's-The Alaskan Outfitters for a total amount not to exceed \$220,000 as presented;
2. Do not approve the purchase from Big Ray's-The Alaskan Outfitters as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the purchase of migrant education student services clothing from Big Ray's-The Alaskan Outfitters for a total amount not to exceed \$220,000 as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: i. Curriculum/Instruction Report

Dana Orton, Director of Curriculum and Instruction, reports on the following:

Strategic Goal 1: Student Learning

Objective 1: *NWABSD will all know and value our students during both remote and in-person learning.*

1.1.2 Student Data Teams identify and act on student social/emotional, behavioral, and academic needs.

- a. **Collaborative Meetings** – Data Teams concluded their meetings for the school year on April 18th. Data entered is archived by the site in the Embrace system and can be accessed next school year. Teams continue to meet regularly and receive additional training on the Multi-Tiered System of Support (MTSS) process and effective interventions during the 2022-2023 school year.
- b. **DIBELS** (Dynamic Indicators of Basic Early Literacy Skills): End of Year Benchmarking window was opened on April 1st and will be completed by the last day of school.

1.1.3 Develop a culturally responsive Physical Science and Biology curriculum.

a. Iñupiaq Science Curriculum Project:

- a. Both positions associated with the project have been filled. The second position will begin July 1st.
- b. The project timeline has been updated to reflect the hiring dates of the positions.
- c. Funding has been applied for through Village Improvement Funds (VIF).

Objective 2: *NWABSD will build responsive learning environments during both remote and in-person learning. (Danielson 2a, 2c, 3d)*

1.2.1 Provide equitable access to learning resources and supports.

a. Home School Enrollment:

- a. 37 full-time home school students currently enrolled
 - i. Elementary - 12
 - ii. Middle School – 8
 - iii. High School – 17
- b. 6 graduates thus far in the 2021-2022 school year

b.

Curriculum Review & Purchase Cycle

Curriculum Area	Curriculum Review	Purchase Textbooks & Materials	Implementation
Ieupiaq Physical Science, Biology, and Environmental Science	2020-2024	Spring 2022-24	2023-2026
Math	2023-2024	Spring 2024	2024-2025
Social Studies/Health	2025-2026	Spring 2026	2026-2027
Science K-8, HS Physics & Chemistry	2025-2026	Spring 2026	2026-2027
English Language Arts 7-12	2029-2030	Spring 2029	2030-2031
English Language Arts K-6	2029-2030	Spring 2029	2030-2031

Supplemental resources are reviewed and purchased as needed.

- c. **Professional Development** – Staff Development Specialist visits sites to provide in-person training on the curriculum and ed-tech integrations.
 - a. **Travel** to KVL, ABL, SHG, OBU, and BCK
 - i. Curriculum Drive – CyberDuck
 - ii. Curriculum
 - 1. Personal Finance
 - 2. Junior Achievement
 - 3. Learning without Tears
 - 4. Journeys & Into Reading (adoption for 2022)
 - iii. Embrace
 - 1. Data entry
 - 2. Forms needed
 - 3. Data needed
 - iv. Multi-Tiered Systems of Supports
 - 1. Process/steps
 - 2. Student Data Team support
 - v. Virtual Support
 - 1. Embrace system
 - 2. Intervention
 - 3. MTSS process
 - vi. iPad usage in the classroom
 - vii. MyOn – working on access problems
 - b. **Training**
 - i. Scheduled to attend the Alaska School Leadership Institute in May
 - ii. Scheduled to attend the NWEA Fusion Educational Conference in June (MAP data)
 - c. **iPad Refresh**
 - i. Surveyed K-4 teachers on iPad usage and professional development needs.
 - ii. We have developed a list of apps to be used in 2022-2024.
 - iii. Work with the technology department to purchase and develop an iPad image for the fall of 2022.
- d. **Literacy Grant** - Literacy Specialists began supporting sites in January and continue to visit sites to provide in-person training and parent/community engagement. All sites will receive a book distribution for students ages 3 through 12th grade during the fall.
 - a. **Travel** to ORV, IAN, KVL, ABL, SHG, OBU, ORV, IAN, and WLK
 - i. Vocabulary activity support
 - ii. Read-aloud with students in classrooms
 - iii. Small group support and resource training
 - iv. Phonics and phonological support for teachers
 - v. ECRI support
 - vi. CORE Phonics Survey
 - vii. Sound wall support
 - viii. Genre sort activities with classes
 - ix. Musical chairs reading activity
 - b. **Training**
 - i. Scheduled to attend Alaska Science of Reading Symposium in April

c. **Book Distribution**

- i. The team distributes books from previous purchases as they visit the sites this spring.
- ii. Developed a list of grade-level books for distribution and assisted in sourcing the materials
- iii. Developing materials for each book
 1. Building anticipation activity
 2. Classroom activity
 3. Take-home activity

Objective 3: *NWABSD will engage all students in learning during both remote and in-person learning.*

1.3.1 *Empower student learning through teacher clarity.*

- a. **Professional Development** - Training covering teacher clarity and feedback provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant.
 - a. Additional professional development sessions are planned for the next school year.
 - b. Pieces of training have become more specific to district/teacher needs
- b. **Master Schedule** – Two-year master schedule has been developed and updated for 2022-2023 in coordination with the Student Services department. Coordination of site schedules will continue as needed over the next several weeks. Distance learning opportunities (VTC courses) have been included based on student needs throughout the district.

1.3.2 *Students reflect, reason, and explain their thinking by asking and answering questions and engaging in dialogue with others.*

- a. **Professional Development** - Training provided through partnerships with the Increasing Performance and Retention in Alaska's Rural Schools (IPRARS) grant.
 - a. Additional professional development sessions are planned for the next school year.
 - b. Pieces of training have become more specific to district/teacher needs.

Strategic Goal 2: Student Safety

Objective 1: *Students and staff will create a safe physical environment.*

- a. **CPI Training** – All staff training for Crisis Prevention Institute was rescheduled for the fall.
- b. **First Aid/CPR** – Classified staff received training during Fall Inservice in 2021. Training for certified staff has been requested for a site based on need, and accommodations are being arranged for additional training.

Objective 2: *Students and staff learn and work in a safe environment.*

2.2.1 *Continued implementation of Safe & Civil protocols with increased emphasis in building student/teacher relationships through STOIC*

- a. **Professional Development** – Coordination of professional development opportunities and staff training is being arranged, focusing on Fall Inservice and continuing throughout the year for all staff.

REVISED MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: j. Assistant
Superintendent's Report

Scott Lefebvre, Assistant Superintendent reports on the following:

District Suspensions:

The chart below displays the current and previous four school years suspension count from the start of the school year through March 8th, 2022. To prevent releasing potentially identifiable information, some of the sites have an asterisk (*) and suspension data will not be reported at this time.

Suspensions by Site (through March 8)

Site	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Ambler	30	27	3	9	15	0	15
Buckland	23	17	5	5	3	0	*
Deering	0	0	1	1	0	0	*
Kiana	31	40	51	26	16	0	*
Kivalina	32	41	14	21	21	*	8
Kobuk	5	4	5	3	4	0	0
Kotz- JNES	21	19	8	3	3	0	0
Kotz- KMHS	93	102	83	46	31	*	36
Noatak	40	22	10	14	27	*	8
Noorvik	19	36	18	9	5	7	11
Selawik	135	117	22	14	36	10	17
Shungnak	2	14	0	0	7	0	*
Total	431	439	220	151	168	24	105

* 1-4 * 1-4
suspensions suspensions

Youth Leaders Update:

- Marvin Sheldon, the District Youth Leader Coordinator, held a meeting with Youth Leader Advisors to plan out how The Youth Leaders Program can help close out the year and get the captains retreats in May, July, and August. Planning for each of the retreats is still in process.
- Youth Leaders have a tab for more information on our District Website. This is a requirement for our partnership with Teck. The Youth Leaders will maintain the space on our website and share important information.
Nwarctic.org > Parents & Students > Youth Leaders

Strategic Goal 2: Students and Staff learn and work in a safe emotional environment.

- i. 2.2.1 Continued implementation of Safe and Civil protocols with increased emphasis in building student/teacher relationships through STOIC
 - a. S&C Consultant Susan Isaacs work with Noatak Staff. The focus was STOIC strategies and building a process to address misbehaviors.

Strategic Goal 3: Family Support and Engagement

- i. 3.1.2 The Village Update -Template for communicating similar information in each community via VHF, facebook, newsletter

Iñupiaq Program Activities Since Last Report, April 11, 2022

Three schools did outdoor trips to conduct hands-on training.



Camp at Kelly River Ranger Station

Noatak School organized a trip to Kelly River ranger station. Kotzebue students linked up with Noatak and both schools traveled together. This was a good opportunity for Noatak students to show off their area and share their knowledge.

The trip lasted three nights. Students navigated, set up camp, and cut firewood. They met up with Fish and Game biologists who were studying trout and learned

what data the scientists were collecting. Students helped them ice fish for trout. A state trooper also landed in his plane and shared about his job and winter safety.



Noatak Students Ice Fishing



Students preparing holes for beaver traps.

Program Coordinator Qaliaq Raymond Woods and Paaluk Reid Magdanz traveled to Selawik to set and check under-ice beaver traps with middle school students. Students cut willows for the traps, helped make the holes, and set the traps. Thanks to Selawik Wildlife Refuge who assisted with transportation, traps, and sent staff to assist.



The beaver trap ready to be set.

Eight program staff traveled with the Assistant Superintendent to Anchorage March 11-13 to attend an immersion training session with the [Salish School of Spokane](#). It was an eye-opener for our teachers to see lessons taught in immersion in another language. It was good prep for the April retreat.



NWABSD teachers practicing Salish.



Lessons from the immersion training.

Annauk Olin continues to conduct immersion training exercises with teachers over Zoom.

A major event for our program is finally doing an Iñupiaq teachers retreat. The retreat last fall was canceled due to Covid cases rising. Program staff worked hard this month with Shungnak School to prepare for the retreat on April 11-15. The retreat is supported by many entities, including Shungnak IRA and NANA. Six commissioners from the Iñupiaq Language Commission are traveling to Shungnak to see what we do and help out. See the attached agenda for more.



Noatak School headed out traveling.

Inupiaq Language Retreat Agenda in Shungnak

Aglaktitchirit Iḷisaǵviat (DRAFT) Isiṅnami, Tiṅmirrat Tatqiat (April) 11-15

Savalliḷiq, Tiṅmirrat Tatqiat 11 (Monday, April 11)

Isiṅnamuṅniaqtugut nunaqqiraptikniḷ tiṅmisiutikun (Travel Day)

Unnuksraami Nullautchiǵniaqtugut (Evening dinner, either at the school or cookhouse)

Iḷaqatchiḷiq, Tiṅmirrat Tatqiat 12 (Tuesday, April 12)

8:00-9:00

Itqutchiqnaqsiyaa, Aglagviṅmi (Breakfast at the school)

9:00

Pagla Roger Franklin, Qaliaq Raymond Woods, & Isiṅnam Utuqqanaat

Safety Briefing

Kisuutilavut Uqautiniaǵivut Avatmun (Introductions)

Atuǵniaǵtugut, qiǵǵaiyaǵniaǵtugut, utuqqanaat alǵaqsruutiṅich (song, stretching, elders' advice)

Uvlaami (AM Lesson)

Iḷisaǵniaqtugut Iḷisautriruni Iḷupiaaraakun (Immersion Practice)

- Annauk's Immersion Lesson I (Physical Activity)
- Annauk's Immersion Lesson II (Greymorning Tuttu Lesson)
- Telling a Story in Immersion (Set A)

12:00

Aiḷinaqsiyaa, Aglagviṅmi (Time for lunch, at the school)

Uvluqsaami (PM)

- Cut up caribou, teaching Iḷupiaq, Qaliaq Raymond Woods and Roger Franklin
- Salummaǵlugich Mumiksautit Iḷupiatun (New words translation)
- Teams review and correct Annauk's Units
- Teachers and speakers record immersion phrases for directions phrasebook
- Time to work with, ask questions of elders
- Re-record Iḷupiaq songs

Unnuksraami Nullautchiǵniaqtugut (Evening dinner, either at the school or cookhouse)

Qitchiḷiq, Tiṅmirrat Tatqiat 13 (Wednesday, April 13)

8:00-9:00

Itqutchiqnaqsiyaa, Aglagviṅmi (Time for breakfast, at the school)

9:00

Atuun, qiǵǵaiyaǵliq, utuqqanaat alǵaqsruutiṅich (song, stretching, elders' advice)

Uvlaami (AM Lesson)

Iḷisaǵniaqtugut Iḷisautriruni Iḷupiaaraakun (Immersion Practice)

- Telling a Story in Immersion (Set B)
- Snaring story
- Annauk's immersion lesson III (picking up)

12:00

Aiḷinaqsiyaa, Aglagviṅmi (Time for lunch, at the school)

Uvluqsaami (PM)

- Cut up fur animals, Qaliaq Raymond Woods and Roger Franklin
- Salummaǵlugich Mumiksautit Iḷupiatun (New words translation)
- Teams review and correct Annauk's Units
- Teachers and speakers record immersion phrases for directions phrasebook
- Time to work with, ask questions of elders
- Re-record Iḷupiaq songs

-Teachers share methods and materials

Unnuksraami Nullautchiġniaqtugut (Evening dinner, either at the school or cookhouse)

Sisammiiġiq, Tiġmirrat Tatqiat 14 (Thursday, April 14)

8:00-9:00

Itqutchiqnaqsiyaa, Aglagviġmi (Breakfast at the school)

9:00

Atuun, qiġġaiyaġliq, utuqanaat alġaqsruutiġich (song, stretching, elders' advice)

Uvlaami (AM Lesson)

Iġisaġniaqtugut Iġisautriruni Iñupiarakun (Immersion Practice)

- Coach teachers in immersion methods
- Practice delivering immersion lessons with each other

12:00

Aiġinaqsiyaa, Aglagviġmi (Lunch at the school)

Uvluqsaami (PM)

- Demonstrate immersion methods to elders & community
- Cultural Activities, Qaliaq Raymond Woods and Roger Franklin
- Teams review and correct Annauk's Units
- Teachers and speakers record immersion phrases for directions phrasebook
- Salummaġlugich Mumiksautit Iñupiatun (New words translation)
- Time to work with, ask questions of elders
- Re-record Iñupiaq songs
- Teachers share methods and materials

Unnuksraami Nullautchiġniaqtugut (Evening dinner, either at the school or cookhouse)

Tallimmiiġiq, Tiġmirrat Tatqiat 15 (Friday, April 15)

8:00-9:00

Itqutchiqnaqsiyaa, Aglagviġmi (Breakfast at the school)

Utigñiaqtugut Nunaqqiraptiknun (Travel Day)

IPRARS Update

Evaluations:

- Principals will be evaluated in May of 2022 using the Danielson Framework Evaluation Tool.
- Evidence to be collected will be done in the same fashion as we ask our teachers to collect evidence in collaboration with their evaluating supervisor.
- Evidence based evaluations are meant to remove bias from the evaluation.
- Principals will have access to Teachscape Evaluation Training in May of 2022 so they can have the summer to complete their certification.

Arctic Learning Bonus:

- We are finalizing the Arctic Learning Bonus District Wide criteria. The levels of achievement will be updated with the IPRARS Grant partners.

Department Travel:

The travel reports reflect period March 9th, 2022 through April 9th, 2022. (See attachments)

ACTION ITEMS ON THE AGENDA:

NWABSD Memo 22-074 (attached), Approval of Revisions to BP 3000, Business and Noninstructional Operations, Concepts and Roles; First Reading:

The administration recommends the Board approve the first reading to the proposed revisions to BP 3000, Business and Noninstructional Operations, Concepts and Roles as presented and open for public comments.

NWABSD Memo 22-077 (attached), Approval of Revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority; First Reading:

The administration recommends the Board approve the first reading to the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority as presented and open for public comments.

NWABSD Memo 22-080 (attached), Approval of Revisions to BP 3510, Business and Noninstructional Operations, Maintenance; First Reading:

The administration recommends the Board approve the first reading to the proposed revisions to BP 3510, Business and Noninstructional Operations, Maintenance as presented and open for public comments.

NWABSD Memo 22-083 (attached), Selection of Student Representative and Alternate Student Representative to the Board of Education:

The administration recommends the Board select one student representative and one alternate student representative to the NWABSD Board of Education as presented.

ITEM TO BE ADDED AT THE MEETING:

NWABSD Memo 22-093 (attached), Approval of Revisions to BB 9110, Bylaws of the Board, Board Membership; First Reading:

The administration recommends the Board waive the second reading and adopt at first reading, the proposed revisions to BB 9110, Bylaws of the Board, Board Membership as presented.

ITEMS TO BE DELETED FROM THE AGENDA:

Administration recommends that the Board remove the following memos from the meeting agenda. When reviewed by the Board Policy Committee concerns arose that require review by legal counsel.

NWABSD Memo 22-075, Approval of Revisions to BP 3270, Business and Noninstructional Operations, Sales and Disposal of Books, Equipment, and Supplies; First Reading

NWABSD Memo 22-076, Approval of Revisions to BP 3290, Business and Noninstructional Operations, Gifts, Grants, and Bequests; First Reading

NWABSD Memo 22-078, Approval of Revisions to BP 3315, Business and Noninstructional Operations, Relationships with Vendors; First Reading

NWABSD Memo 22-079, Approval of Revisions to BP 3450, Business and Noninstructional Operations, Money in School Buildings; First Reading



**NWABSD Superintendent Travel Schedule for Approval by Board
FY 22 School Year**



Employee: Terri Walker, Superintendent	Destination:	Reason for Travel:	Date(s) of tentative travel:	Date(s) of completed travel	Funding Source:
APRIL 2022					
	San Diego	NSBA Conference	March 31	April 4	General Fund
	Washington DC	Lobbying	April 4		General Fund
	Anchorage	Infrastructure Grant Symposium with Sen. Murkowski	April 11		General Fund
	Noatak	Site Visit	April 19	April 21	General Fund
Throughout the year, there will be periodical travel to the villages.					
Site Visits TBD: Ambler, Selawik					

1. Tentative travel should be scheduled for a minimum of a quarter at a time.
2. Monthly reports with completed travel are to be submitted electronically to the Asst. Superintendent the 15th of each month.

**NWABSD Department Monthly Travel Report for the Board
March 11, 2022 – April 15, 2022**

Employee:	Destination:	Reason for Travel:	Date(s) of travel:	Funding Source:
Kim Addington	ABL/SHG/OBU	Curriculum Support	March 22-25, 2022	Title II Travel
Kim Addington	BCK	Curriculum Support	March 28-30, 2022	Title II Travel
Shelbi Garrett	KVL	LIT Grant Support – Literacy Support	March 28-30, 2022	LIT Grant Travel
Kristen Woodie	KVL	LIT Grant Support – Literacy Support	March 28-30, 2022	LIT Grant Travel
Shelbi Garrett	ABL/SHG/OBU	LIT Grant Support – Literacy Support	April 4-8, 2022	LIT Grant Travel
Kristen Woodie	ABL/SHG/OBU	LIT Grant Support – Literacy Support	April 4-8, 2022	LIT Grant Travel
Dana Orton	Tacoma	PBIS Conference	April 11-15, 2022	Curriculum Travel/DEED
Shelbi Garrett	ORV/IAN	LIT Grant Support – Literacy Support	April 11-13, 2022	LIT Grant Travel
Kristen Woodie	ORV/IAN	LIT Grant Support – Literacy Support	April 11-13, 2022	LIT Grant Travel
Shelbi Garrett	WLK	LIT Grant Support – Literacy Support	April 14-15, 2022	LIT Grant Travel
Kristen Woodie	WLK	LIT Grant Support – Literacy Support	April 14-15, 2022	LIT Grant Travel

Reporting: Dana Orton
Reporting date: April 4, 2022

NWABSD Department Monthly Travel Report for the Board

Employee:	Destination:	Reason for Travel:	Date(s) of travel:	Funding Source:
January 2022				
Joy Cogburn-Smith	Selawik	Site Visit	01/05 to 01/07	Consolidated CAP-Grant
Loretta Kittrell	Noatak	ANSEP Chaperone for village flights	01/10 to 01/10	Grants
Scott Martin	Anchorage	ANSEP Coordination	01/10 to 01/19	ANSEP/Grants
Joy Cogburn-Smith	Anchorage	State Dept. Of Education Empowerment Training for School Improvement	01/23 to 01/27	Grants
February 2022				
Joy Cogburn-Smith	New Orleans	National ESEA Conference	02/14-02/20	Consolidated CAP-Grant
Scott Martin	New Orleans	National ESEA Conference	02/14-02/20	Consolidated CAP-Grant
April 2022				
Joy Cogburn-Smith	San Antonio	National Migrant ED Conf.	04/05/22-04/11/22	Consolidated CAP-Grant
Scott Martin				
Loretta Kittrell				
Joy Cogburn-Smith	Anchorage	Murkowski Grant Symposium	04/11/2022	
Joy Cogburn-Smith	Anchorage	AASB Policy/Funding Forum	04/28-04/29	Grants

Reporting: Joy Cogburn-Smith
Reporting date: 04/08/2022



**NWABSD Department Monthly Travel Report for the Board
March 2022-May 2022**



Employee:	Destination:	Reason for Travel:	Date(s) of tentative travel:	Date(s) of completed travel	Funding Source:
MARCH 2022					
Jay Denton	Applachain Univ	Job Fair in North Carolina	3/18/2022	3/18/2022	100.099.553.000.420
Janice Hadley	ATP Anch	Job Fair	3/17-3/20 2022	3/20/2022	100.099.553.000.420
Amie Gardner	ATP Anch	Job Fair	3/17-3/20 2022	3/20/2022	100.099.553.000.420
Faith Jurs	ATP Anch	Job Fair	3/17-3/20 2022	3/20/2022	100.099.553.000.420
Janice Hadley	ATP Portland	Job Fair in Western Oregon and Portland	3/27-4/01 2022	3/31/2022	100.099.553.000.420
Amie Gardner	ATP Portland	Job Fair in Western Oregon and Portland	3/27-4/01 2022	3/31/2022	100.099.553.000.420
Andrea Zink	ATP Portland	Job Fair in Western Oregon and Portland	3/27-4/01 2022	3/30/2022	100.099.553.000.420
Jay Denton	Western Carolina University	Job Fair in Western NC	3/21/2022	3/21/2022	100.099.553.000.420
APRIL 2022					
Jenny Myhand	ATP Minnesota	Job Fair	4/12-4/14 2022		100.099.553.000.420
Scott Lefebvre	ATP Minnesota	Job Fair	4/12-4/14 2022		100.099.553.000.420
Faith Jurs	ATP Minnesota	Job Fair	4/12-4/14 2022		100.099.553.000.420
MAY 2022					
Janice Hadley	Utah ATP	Job Fair Salt Lake City	5/20/2022		
Amie Gardner	Utah ATP	Job Fair Salt Lake City	5/20/2022		
JUNE 2022					

Director Reporting: Janice Hadley
Department: Human Resources
Reporting Date: March 2022-May 2022

1. Tentative travel should be scheduled for a minimum of a quarter at a time.
2. Monthly reports with completed travel are to be submitted electronically to the Superintendent the 15th of each month.

**NWABSD Department Monthly Travel Report for the Board / Maintenance Dept.
July 2019-June 2020**

January 2022				
Troy Humphreys	OTZ-KVL-OTZ	Plumbing Reparis	01/03-01/04/22	General
Donavon Watkins	OTZ-ORV	Carpentry Reparis- Teacher Housing	01/05-01/21/2022	General
Ryan Williams	OTZ-ORV-OTZ	Capentry Reparis- Teacher Housing	01/05 -01/21/2022	General
Troy Humphreys	OTZ-ORV-OTZ	Plumbing Reparis	01/05-01/08/2022	General
Brandon Blackham	OTZ-ABL-OTZ	Electrical Reparis	01/06-01/09/2022	General
Troy Humphreys	OTZ-DRG-OTZ	Plumbing Reparis	01/10-01/13/2022	General
Craig McConnell	OTZ-ANC-OTZ	2022 AASB Maintenance Conference	01/11-01/14/2022	General
Troy Humphreys	OTZ-ABL-OTZ	Plumbing Reparis	01/17-01/21/2022	General
Ryan Williams	OTZ-WTK	Carpentary / Maintenance Reparis	01/25/2022	General
Donavon Watkins	OTZ-WTK	Carpentary / Maintenance Reparis	01/25/2022	General
Troy Humphreys	OTZ-KVL-OTZ	Plumbing Reparis	01/25-01/27/2021	General
Mike Head	OTZ-IAN-OTZ	Maintenance Reparis	01/25-01/28/2022	General
Brandon Blackham	OTZ-ABL-OTZ	Electrical / Maintenance Reparis	01/26-01/28/2022	General
Troy Humphreys	OTZ-ORV-OTZ	Plumbing / Maintenance Reparis	01/27-01/29/2022	General
Mike Head	OTZ-IAN	Maintenance Reparis	01/31/2022	General
February 2022				
Brandon Blackham	OTZ-ABL-OTZ	Electrical / Maintenance Reparis	02/01-02/04/2022	General
Mike Head	IAN-OTZ	Maintenance Reparis	02/04/2022	General
Troy Humphreys	OTZ-IAN-OTZ	Plumbing Reparis	02/03-02/04/2022	General
Craig McConnell & DEC Crew	OTZ-ORV-IAN-ORV-KVL and Return	Site Visit for: Fuel Spills with DEC Crew	02/03/2022	General
Donavon Watkins	WTK-OTZ	Carpentary / Maintenance Reparis	02/04/2022	General
Ryan Williams	WTK-OTZ	Carpentry / Maintenance Reparis	02/04/2022	General
Mike Head	OTZ-IAN-ITZ	Maintenance Reparis	02/04-02/11/2022	General
Troy Humphreys	OTZ-IAN-OTZ	Plumbing Reparis	02/07- 02/13/2022	General
Mike Head	OTZ-IAN-OTZ	Maintenance Reparis	02/14- 02/18/2022	General
Troy Humphreys	OTZ-KVL-OTZ	Plumbing Reparis	02/17- 02/18/2022	General
Troy Humphreys	OTZ-IAN-OTZ	Plumbing Reparis	02/19- 02/20/2022	General
Troy Humphreys	OTZ-WTK-OTZ	Plumbing Reparis	02/22- 02/23/2022	General
Troy Humphreys	OTZ-ORV-OTZ	Plumbing Reparis	02/25-02/27/2022	General
Troy Humphreys	OTZ-WTK	Plumbing Reparis	02/28/2022	General
March 2022				
Troy Humphreys	WTK-OTZ	Plumbing Reparis	03/01/2022	General
Brandon Blackham	OTZ-IAN-OTZ	Electrical Reparis	03/01-03/03/2022	General

• Monthly reports are to be submitted electronically to the Superintendent the 15th of each month.

**NWABSD Department Monthly Travel Report for the Board / Maintenance Dept.
July 2019-June 2020**

Troy Humphreys	OTZ-WTK-OTZ	Receive Fuel	03/02/2022 (day trip)	General
Troy Humphreys	OTZ-ABL-OTZ	Plumbing Repairs	03/03/2022 (day trip)	General
Donavon Watkins	OTZ-BKC-OTZ	Carpentary Repairs	03/03- 3/10/2022	General
Ryan Williams	OTZ-BKC-OTZ	Carpentary Reparis	03/03- 3/10/2022	General
Brandon Blackham	OTZ-ABL-OTZ	Electrical Repairs	03/07-03/09/2022	General
Craig McConnells	OTZ-KVL-OTZ	Site Visit	03/08/2022 (day trip)	General
Troy Humphreys	OTZ-KVL-OTZ	Plumging Reparis	03/08-03/09/2022	General
Troy Humphreys	OTZ-WLK-OTZ	Plumbing Repairs	03/10-03/12/2022	General
Craig McConnell	OTZ-ANC-OTZ	Attenting Region 1 Student Activities / Meetings	03/14- 03/16/2022	General
Donavon Watkins	OTZ-ORV-OTZ	Carpentry Reparis	03/14-03/23/2022	General
Ryan Williams	OTZ-ORV-OTZ	Carpentry Reparis	03/14- 03/23/2022	General
Troy Humphreys	OTZ-ORV	Plumbing Reparis	03/22/2022	General
Troy Humphreys	ORV-WTK	Plumbing Repairs	03//22/2022	General
Troy Humphreys	WTK-OTZ	Plumbing Repairs	03/23/2022	General
Troy Humphreys	OTZ-WLK-OTZ	Plumbing Reparis	03/24-03/25/2022	General
Brandon Blackham	OTZ-IAN-OTZ	Electrical Reparis	03/28/2022 (day trip)	General
Brandon Blackham	OTZ-DRG-OTZ	Electrical Reparis	03/29/2022 (day trip)	General
Troy Humphreys	OTZ-ORV-OTZ	Plumbing Reparis	03/29- 03/31/2022	General
James Mullikin	OTZ-ANC-OTZ	Refrigeration Repairs / District Wide (MOA)	03/30- 03/312/2022	General
Donavon Watkins	OTZ-IAN-OTZ	Carpentry Reparis	03/30/2022 (day trip)	General
James Mullikin	OTZ-IAN-OTZ	Refrigeration Reparis / District Wide (MOA)	03/30-03/31/2022	General
		April 2022		
Troy Humphreys	OTZ-ABL-OTZ	Plumbing Reparis	04/04-04/07/2022	General
Ryan Williams	OTZ-WTK-OTZ	Carpentry Reparis	04/04-04/07/2022	General

• Monthly reports are to be submitted electronically to the Superintendent the 15th of each month.



NWABSD Department Monthly Travel Report for the Board
July 1, 2021 – April 8, 2022



Employee:	Destination:	Reason for Travel:	Date(s) of tentative travel:	Date(s) of completed travel	Funding Source:
JULY 2021					
AUGUST 2021					
Conor McCoy	WLK	Site visit; Educational Technology Support	8/9/21–8/11/21		General
Conor McCoy	WTK → KVL	Site visit; Educational Technology Support	8/18/21 – 8/20/21		General
SEPTEMBER 2021					
Conor McCoy	ORV → IAN	Site visit; Educational Technology Support	8/31/21-9/3/21		General
Conor McCoy	OBU→ SHG → ABL	Site visit; Educational Technology Support	9/13/21-9/16/21		General
OCTOBER 2021					
		No travel due to staff travel restriction			
NOVEMBER 2021					
Conor McCoy	BKC → DRG	Site visit; Educational Technology Support	11/16/21-11/19/21		General
DECEMBER 2021					
JANUARY 2022					
Conor McCoy	OBU	Site visit; Educational Technology Support	1/12/22 – 1/14/22		General
Conor McCoy	WTK	Site visit; Educational Technology Support	1/19/22 – 1/21/22		General
FEBRUARY 2022					
Paul Wood	WTK	Update server, site visit	2/1/22 – 2/5/22		General
Conor McCoy	WLK	Site visit; Educational Technology Support	2/1/22 - 2/3/22		General
Amy Eakin	ABL	Site visit; general technology support	2/2/22 - 2/3/22		General
Amy Eakin	JNU	Lobby with Legislators, Superintendent, Board	2/9/22 – 2/13/22		General
Conor McCoy	DRG	Site visit; Educational Technology Support	2/14/22 – 2/15/22		General
Amy Eakin	ANC	ASTE Conference	2/17/22 – 2/23/22		Grant/ASTE
Conor McCoy	ANC	ASTE Conference	2/18/22 – 2/23/22		Grant
MARCH 2022					
Amy Eakin	OBU/SHG	Site Visit; General technology Support	3/1/22 – 3/3/22		General

1. Tentative travel should be scheduled for a minimum of a quarter at a time.
2. Monthly reports with completed travel are to be submitted electronically to the Superintendent the 15th of each month.



**NWABSD Department Monthly Travel Report for the Board
July 1, 2021 – April 8, 2022**



Conor McCoy	ORV/IAN	Site visit; Educational Technology Support	3/1/22 – 3/6/22		Grant
Kwang Hong	OBU	Site visit; upgrade server and access points	3/2/22 – 3/5/22		General
Amy Eakin	New Orleans	NIET Conference	3/8/22 – 3/11/22		Grant
Eric Leckman	WLK	Site visit; upgrader server and access points	3/8/22 – 3/10/22		General
Conor McCoy	KVL	Site visit; Educational Technology Support	3/10/22 - 3/11/22		Grant
Conor McCoy	ABL/SHG	Site visit; Educational Technology Support	3/22/22 - 3/24/22		Grant
Paul Wood	ABL	NANA Meeting Support, network configurations	3/23/22 - 3/26/22		General/NANA
Conor McCoy	BKC	Site visit; Educational Technology Support	3/28/22 – 3/30/22		Grant
APRIL 2022					

Director Reporting: Amy Eakin
Department: Technology
Reporting Date: July 1, 2021 – April 8, 2022

1. Tentative travel should be scheduled for a minimum of a quarter at a time.
2. Monthly reports with completed travel are to be submitted electronically to the Superintendent the 15th of each month.



NWABSD Student Services Travel Report for the Board
March 10, 2022 – April 8, 2022



Employee	Destination:	Reason for Travel:	Date(s) of travel	Funding Source:
Schaeffer	Noatak	OT sped and ELF	3/9	grant
Baltazar	Shungnak	ELF	3/9-3/10	grant
Schaeffer	Kiana	OT sped and ELF	3/10	grant
Schaeffer	Ambler	OT sped and ELF	3/23	grant
Baltazar	Noorvik	ELF	3/23-3/24	grant
Baltazar	Deering	ELF	3/29-3/30	grant
Schaeffer	Noorvik	OT sped and ELF	3/30	grant
Windhausen	Anchorage	Sped Directors Conference	3/25 – 3/28	grant
Gage	Anchorage	Sped Directors Conference	3/25 – 3/28	grant
Jones	Anchorage	Sped Directors Conference	3/25 – 3/28	grant
Lynne	KMHS	Sped School Psych	3/21-3/22	grant
Lynne	Deering	Sped School Psych	3/23-3/24	grant
Lynne	KMHS	Sped School Psych	3/25	grant
Lynne	JNHS	Sped School Psych	3-28-4/1	grant
Nyang	KMHS	Sped: Speech Path	3/28-3/29	grant
Nyang	Sleawik	Sped: Speech Path	3/30-31	grant
Nyang	JNES	Sped: Speech Path	4/1	grant
Jones	Selawik	Site visit	3/30 – 3/31	grant
Dukes	Selawik	School Counselor site visit	3/30 – 3/31	grant
Windhausen	Fairbanks	Job fair with HR	3/30-4/1	general
Powers	Deering	School Counselor site visit	3/29 – 4/1	grant
Davis	Noatak	Sped itinerant visit	4/4 – 4/6/22	grant
Barnet	KMHS	Sped: Physical Therapy Services	4/4	grant
Stich	Shungnak	Sped: Speech Path	4/4-4/5	grant
Barnet	KMHS	Sped: Physical Therapy Services	4/5	grant
Windhausen	Noatak	Sped and Site Liaison Visit	4/5-4/6	grant
Barnet	JNES	Sped: Physical Therapy Services	4/6	grant
Stich	Ambler	Sped: Speech Path	4/6-4/7	grant
Barnet	Noorvik	Sped: Physical Therapy Services	4/7	grant
Stich	Kobuk	Sped: Speech Path	4/8	grant

Director Reporting: Perrian Windhausen

Department: Student Service

Reporting Date: March 10, 2022 – April 8, 2022

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-074

FR: Office of the Superintendent

SUBJECT: Approval of Revisions to
BP 3000, Business and
Noninstructional
Operations, Concepts and
Roles; First Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the first reading of the proposed revisions to Board Policy (BP) 3000, Business and Noninstructional Operations, Concepts and Roles and open for public comments.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board.

This is the first reading of the proposed revisions to BP 3000, Business and Noninstructional Operations, Concepts and Roles. This is on the AASB's 2021 list for revisions, and revisions require Board Adoption. *Proposed changes are:* This update clarifies the working relationship between the Board and Superintendent, as well stylistic edits to better reflect the Board's fiscal practices. The Board Policy Committee reviewed the proposed changes, recommends approval and open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 3000, Business and Noninstructional Operations, Concepts and Roles as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 3000 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading to the proposed revisions to BP 3000, Business and Noninstructional Operations, Concepts and Roles as presented and open for public comments.

CONCEPTS AND ROLES

BP 3000(a)

The School Board recognizes that ~~money and money management~~ fiscal resources and fiscal management comprise the foundational support of the entire school program. To make that support as effective as possible, the School Board intends to:

1. encourage advance planning through the best possible budget procedures
2. explore practical sources of ~~dollar income~~ revenue
3. guide the expenditure of funds so as to derive the greatest possible educational returns.
4. expect sound fiscal management from the administration
5. advocate a level of per student funding sufficient to provide quality education

The School Board desires to support the educational program with high standards of safety in the operation and maintenance of school facilities, equipment and services.

Role of The School Board

The School Board:

1. solicits public input on educational needs and utilizes that information in making budget decisions.
2. approves and adopts the annual budget and approves budget transfers.
3. is accountable for all district funds.
4. adopts written policies governing the purchase of supplies and equipment.
5. monitors all expenditures by receiving statements and approving payments.
6. Receives and reviews the annual audit of district accounts and business procedures.
7. ~~adopts~~ Provides for an insurance program which complies with law and reflects prudent financial management.
8. provides for long-range plans to acquire or dispose of sites and to add, maintain and staff new facilities.

CONCEPTS AND ROLES (continued)

BP 3000(b)

9. advocates and secures community support for additional financing when necessary.

Role of Superintendent or Designee

The Superintendent or designee:

1. prepares the detailed annual budget and presents it to the School Board for adoption.
2. administers the budget and keeps expenditures within approved limits.
3. enforces requisition and purchase order policies and regulations.
4. establishes control/inventory systems to account for district funds, supplies and equipment in accordance with law and School Board policy.
5. makes all financial reports required by law or School Board policy and prepares reports for public release.
6. analyzes the district's financial condition and presents the School Board with proposals for meeting financial needs including budget revisions.
7. provides for the annual audit of district accounts and business procedures.
8. helps the School Board to establish an adequate insurance program.
9. maintains the district's noninstructional and business operations.

Working Relationships of the School Board and Superintendent or Designee

The Superintendent or designee shall recommend financial plans to the School Board in accordance with the district's mission, vision, strategic goals and objectives, — The Superintendent shall recommend financial plans and options whenever district programs may be endangered by a lack of funds or when the continuation of district programs may result in an over expenditure of district funds.

The School Board desires complete information from the Superintendent or designee on all matters relating to the district's financial operations. The School Board shall closely scrutinize monitor all district financial operations so that it may fully discharge its legal responsibilities with regard to school finance. The School Board will work with the Superintendent to determine the timing and format of certain financial reports, so information is useful in decision making.

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED

Business and Noninstructional Operations

CONCEPTS AND ROLES (continued)

BP 3000(c)

(cf. 3460 - Financial Reports and Accountability)

Legal Reference:

ALASKA STATUTES

14.08.101 Powers (Regional School Boards)

14.08.111 Duties (Regional School Boards)

14.12.020 Support, Management and Control

14.14.060 Relationship between borough school district and borough

14.14.065 Relationship between city school district and city

14.14.090 Additional duties

Revised 10/2021

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-077

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 3300,
Business and
Noninstructional
Operations,
Expenditure/Expending
Authority; First Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the first reading of the proposed revisions to Board Policy (BP) 3300, Business and Noninstructional Operations, Expenditure/Expending Authority and open for public comments.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority. This is on the AASB's 2021 list for revisions, and revisions require Board Adoption. *Proposed changes are:* This update removes the requirement that the Board approve or ratify all transactions. Transactions may still be subject to Board approval elsewhere in board policy.

The Board Policy Committee reviewed the proposed changes, recommends approval and open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 3300 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading to the proposed revisions to BP 3300, Business and Noninstructional Operations, Expenditure/Expending Authority as presented and open for public comments.

WORKSHEETS for the district policy committee:

DISCARD WHEN FINISHED

Business and Noninstructional Operations

EXPENDITURES/EXPENDING AUTHORITY

BP 3300

Note: The following sample policy should be revised as appropriate to reflect district philosophy and needs. A.S. 14.14.060 and 14.14.065 provide that the borough assembly/city council, with the consent of the borough/city school district, may by ordinance delegate to the school district responsibility for a centralized treasury and/or accounting system. A.S. 14.08.101 empowers regional school boards to establish their own fiscal procedures and exempts them from A.S. 36.30 (State Procurement Code) and A.S. 37.05 (Fiscal Procedures Act). A.S. 14.08.111 requires the regional school board to designate employees authorized to direct disbursements from school funds of the School Board.

The Superintendent or designee may purchase supplies, materials and equipment in accordance with law. Prior School Board approval is required for purchases over \$_____. ~~The School Board shall approve or ratify all transactions.~~

(cf. 3310 - Purchasing Procedures)

(cf. 3311 - Bids)

(cf. 3312 - Contracts)

(cf. 3460 - Financial Reports and Accountability)

Note: A.S. 14.17.225 requires districts to operate under a balanced budget and provides that the state is not responsible for the debts of school districts.

The Superintendent or designee shall not authorize any proposed expenditure which 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.

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds)

The School Board shall not recognize obligations incurred contrary to School Board policy and administrative regulations.

Legal Reference:

ALASKA STATUTES

14.08.101 Powers (Regional school boards)

14.08.111 Duties (Regional school boards)

14.14.060 Relationship between borough school district and borough

14.14.065 Relationship between city school district and city

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

36.30. State Procurement Code

37.05 Fiscal Procedures Act

Revised 10/2021

WORKSHEETS for the district policy committee:
DISCARD WHEN FINISHED
Business and Noninstructional Operations

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-080

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 3510,
Business and
Noninstructional
Operations, Maintenance;
First Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the first reading of the proposed revisions to Board Policy (BP) 3510, Business and Noninstructional Operations, Maintenance and open for public comments.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 3510, Business and Noninstructional Operations, Maintenance. This is on the AASB's 2021 list for revisions, and revisions require Board Adoption. *Proposed changes are:* This update provides greater clarity regarding the Superintendent's role in assuring proper inspection and maintenance of district buildings.

The Board Policy Committee reviewed the proposed changes, recommends approval and open for public comments.

ALTERNATIVES:

1. Approve the first reading to the proposed revisions to BP 3510, Business and Noninstructional Operations, Maintenance as presented and open for public comments;
2. Do not approve first reading to the proposed revisions to BP 3510 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading to the proposed revisions to BP 3510, Business and Noninstructional Operations, Maintenance as presented and open for public comments.

Note: In order to qualify for a capital improvement project grant or debt reimbursement under AS 14.11.011, a school district must have in effect a preventive maintenance plan. This plan: 1) must include a computerized maintenance management program, cardex system, or other formal systematic means of tracking the timing and costs associated with planned and completed maintenance activities, including scheduled preventive maintenance; 2) must address energy management for buildings owned or operated by the district; 3) must include a regular custodial care program for buildings owned and operated by the district; 4) must include preventive maintenance training for facility managers and maintenance employees; and 5) must include renewal and replacement schedules for electrical, mechanical, structural, and other components of facilities owned and operated by the district. Additionally, the district must be adequately adhering to the preventive maintenance plan.

The School Board recognizes the importance of timely maintenance and repair of district facilities, property and equipment in ensuring the safety of students and employees, in protecting state and local investment, in providing necessary loss control, and in helping to ensure the availability of capital funding. A preventive maintenance plan shall be in effect which includes custodial care, scheduled preventive maintenance, and energy management for district buildings. The Superintendent or designee shall ensure a systematic means of tracking the timing and costs associated with maintenance activities; shall direct the preparation of renewal and replacement schedules for electrical, mechanical, structural, and other components of district facilities; and shall provide for preventive maintenance training for facility managers and maintenance employees.

(cf. 3511 - Energy Conservation)

(cf. 3514 - Environmental Safety)

(cf. 3515 - School Safety and Security)

(cf. 5142 - Safety)

The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its energy consumption goals.

All school buildings and equipment shall be regularly inspected to assure that all are maintained at the highest level of safety. Employees are responsible for promptly reporting to their supervisor any damage to district property or equipment.

Legal Reference:

ALASKA STATUTES

14.11.011 Grant applications

14.11.100 State aid for costs of school construction debt

Revised 10/2021

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2020

NUMBER: 20-083

FR: Office of the Superintendent

SUBJECT: Selection of Student Board
Members to the NWABSD Board
of Education; One Student
Representative and One
Alternate Student Representative

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Selection of Student Board Members to the NWABSD Board of Education shall be selected by Board.

ISSUE:

At issue is for the Board to select one student representative and one alternate student representative to the NWABSD Board of Education.

BACKGROUND AND/OR PERTINENT INFORMATION:

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 Board members as deemed necessary.

Student Board members 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.

ALTERNATIVES:

1. Select one student representative and one alternate student representative to the NWABSD Board of Education as presented;
2. Do not select one student representative and one alternate student representative to the NWABSD Board of Education as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board select one student representative and one alternate student representative to the NWABSD Board of Education as presented.

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-094

FR: Office of the Superintendent

SUBJECT: Approval of New Policy,
BP 3510, Business and
Non-Instructional
Operations, Maintenance;
First Reading

STRATEGIC PLAN/BOARD GOAL:

Stakeholder satisfaction and strengthen partnerships.

ABSTRACT:

New board policies require adoption by the Board.

ISSUE:

At issue is to approve the first reading for the new board policy, BP 3510, Business and Non-Instructional Operations, Maintenance and open for public comments.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for new policies when changes in law occur or when specific need occurs. Proposed new policies shall normally be given two readings prior to adoption by the Board.

BP 3510, Business and Non-Instructional Operations, Maintenance: AASB made suggested revisions to this policy, and upon review by the Board Policy Committee it was discovered that this policy was never adopted by the Board.

The Board Policy Committee recommends that the Board adopt the first reading of this new policy and open for public comments.

ALTERNATIVES:

1. Approve the first reading of the new board policy, BP 3510, Business and Non-Instructional Operations, Maintenance and open for public comments;
2. Do not approve first reading of the new policy, BP 3510 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the new board policy, BP 3510, Business and Non-Instructional Operations, Maintenance and open for public comments.

NEW BOARD POLICY

Business and Non-Instructional Operations

BP 3510

MAINTENANCE

Note: In order to qualify for a capital improvement project grant or debt reimbursement under AS 14.11.011, a school district must have in effect a preventive maintenance plan. This plan: 1) must include a computerized maintenance management program, cardex system, or other formal systematic means of tracking the timing and costs associated with planned and completed maintenance activities, including scheduled preventive maintenance; 2) must address energy management for buildings owned or operated by the district; 3) must include a regular custodial care program for buildings owned and operated by the district; 4) must include preventive maintenance training for facility managers and maintenance employees; and 5) must include renewal and replacement schedules for electrical, mechanical, structural, and other components of facilities owned and operated by the district. Additionally, the district must be adequately adhering to the preventive maintenance plan.

The School Board recognizes the importance of timely maintenance and repair of district facilities, property and equipment in ensuring the safety of students and employees, in protecting state and local investment, in providing necessary loss control, and in helping to ensure the availability of capital funding. A preventive maintenance plan shall be in effect which includes custodial care, scheduled preventive maintenance, and energy management for district buildings. The Superintendent or designee shall ensure a systematic means of tracking the timing and costs associated with maintenance activities; shall direct the preparation of renewal and replacement schedules for electrical, mechanical, structural, and other components of district facilities; and shall provide for preventive maintenance training for facility managers and maintenance employees.

(cf. 3511 - Energy Conservation)
(cf. 3514 - Environmental Safety)
(cf. 3515 - School Safety and Security)
(cf. 5142 - Safety)

The Superintendent or designee shall regularly inspect district facilities and operations and make recommendations for maintenance and capital expenditures which may help the district reach its energy consumption goals.

All school buildings and equipment shall be regularly inspected to assure that all are maintained at the highest level of safety. Employees are responsible for promptly reporting to their supervisor any damage to district property or equipment.

Legal Reference:

ALASKA STATUTES

14.11.011 Grant applications

14.11.100 State aid for costs of school construction debt

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Adopted:

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 26, 2022

NUMBER: 22-095

FR: Office of the Superintendent

SUBJECT: Approval of New Policy,
BP 3542, Business and
Non-Instructional
Operations, Roles and
Duties of Bus Drivers;
First Reading

STRATEGIC PLAN/BOARD GOAL:

Stakeholder satisfaction and strengthen partnerships.

ABSTRACT:

New board policies require adoption by the Board.

ISSUE:

At issue is to approve the first reading for the new board policy, BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers and open for public comments.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for new policies when changes in law occur or when specific need occurs. Proposed new policies shall normally be given two readings prior to adoption by the Board.

BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers: AASB made suggested revisions to this policy, and upon review by the Board Policy Committee it was discovered that this policy was never adopted by the Board.

The Board Policy Committee recommends that the Board adopt the first reading of this new policy and open for public comments.

ALTERNATIVES:

1. Approve the first reading of the new board policy, BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers and open for public comments;
2. Do not approve first reading of the new policy, BP 3542 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the new board policy, BP 3542, Business and Non-Instructional Operations, Roles and Duties of Bus Drivers and open for public comments.

NEW BOARD POLICY

Business and Non-Instructional Operations

BP 3542

ROLES AND DUTIES OF BUS DRIVERS

Authority of School Bus Drivers

Students transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway or road.

(cf. 5131.1 - Bus Conduct)

All bus drivers shall receive training as mandated by law. They also shall be familiar with and adhere to district policies and regulations relating to student transportation.

Note: State law, AS 28.35.161, prohibits texting while driving. Option 1 sets forth this legal requirement. Option 2 prohibits the use of all personal phones and devices while driving or performing professional duties.

Bus drivers are prohibited from using personal cell phones or other personal electronic devices at all times while driving and while performing other professional duties. Use of district provided phones or electronic equipment shall be in compliance with district procedures. Bus drivers are prohibited from utilizing a district issued cell phone or other portable electronic device to read or type text messages or other non-voice communications while driving.

Legal Reference:

ALASKA STATUTES

28.15.046 Licensing of school bus drivers

28.35.161 Use of electronic devices while driving; unlawful installation of television, monitor, or similar device

ALASKA ADMINISTRATIVE CODE

4 AAC 27.200 Approved school bus driver training courses

4 AAC 27.210 Certification of instructors

4 AAC 27.220 Minimum standards for school bus driver training courses

4 AAC 27.230 Issuance of school bus driver certificates under 4 AAC 27.200 (c)

4 AAC 27.235 Revocation of school bus driver training course approval

4 AAC 27.240 Revocation of instructor certificate

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Adopted:

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 24, 2022

FR: Office of the Superintendent

SUBJECT: Worksession IV
Advisory School Council
Minutes

Terri Walker, Superintendent reports on the following ASC minutes:

- Noorvik, March 24, 2022
- Kiana, December 16, 2021 and March 30, 2022
- Kotzebue, January 11, 2022 and February 15, 2022
- Selawik, no quorum for March 2022 meeting



AQQALUK NOORVIK SCHOOL

PO BOX 165 • Noorvik, Alaska 99763 • (907) 636-2178

Aqqaluk Noorvik Advisory School Council Agenda

Thursday, March 24, 2022

12:00 pm, Library

Rescheduled to March 28, death in village

No Quorum – rescheduled to April 21, death in village

1. Call to Order
2. Pledge of Allegiance/Moment of Silence
3. Roll Call:

_____ Wilbur Howarth	Term: Seat A 2024
_____ Mike Zibell	Term: Seat B 2024
_____ Ellen Coffin	Term: Seat C 2024
_____ Elsie Sampson	Term: Seat D 2023
_____ Lena Armstrong	Term: Seat E 2023
_____ Kaden Ticket	Term: Seat F 2023
_____ Lonnie Tebbits	Term: Seat G 2022
4. Approval of Agenda
5. Review/Approve Meeting Minutes from last meeting
6. Principal's Update:
 - a. Student Attendance
 - 199 students currently enrolled
 - 75%% attendance for the school year
 - b. Upcoming Events
 - Senior Luncheon May 1 @3:00 p.m.
 - Ceremony May 2 @6:00 p.m.
 - Kindergarten Ceremony May 4
 - c. Sports
 - Girls State Playoffs
 - MS Games, March 25-26 (Kiana/Selawik)
 - SNT Tournament April 13-16
 - d. Staffing changes
 - Principal – retiring
 - Caitlin and Willy Zibell – moving
 - Juvy Pamunag – transferring
 - Helen Coffin – retiring
 - e. 2022-2023 Calendar
7. Old Business
 - Re-organization of ASC
8. New Business
9. ASC Comments and Concerns
10. Next Meeting: April 21
11. Adjournment

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



Kiana School
Advisory School Council
ASC Minutes – December 16, 2021
Minutes Approved at the 3/30/22 ASC Meeting.

1. Call to Order:
Meeting was called to order by Chairman Delores Barr at 12:06 p.m.
 2. Roll Call:
Present: Delores Barr, Naomi Chappel, Ely Cyrus, Teresa Stalker (in person)
Absent: Viola Barr (excused)
 3. Moment of Silence/Pledge of Allegiance:
Observed and Pledge of Allegiance said in English
 4. Introduction of Guests:
None.
 5. Approval of Agenda:
Naomi Chappel made a motion to approve the agenda; seconded by Teresa Stalker. Agenda approved.
 6. Canvass of 10/5/21 Election:
 - a. Certification of Election (completed on 10/14/21)
 - b. Oath of Office: Naomi Chappel was sworn in as an ASC member on 10/27/21. Form emailed to her, she sent it back. Got it on file.
Ely Cyrus sworn in on 12/16/21. Form on file.
 - c. Organization of Council:
Chairman: Ely Cyrus nominated Delores Barr. Approved and moved to close the nominations; seconded by Teresa Stalker.
Vice Chairman: Naomi Chappel nominated Teresa Stalker who declined as she wants to get more familiar with this, thank you though. Naomi Chappel nominated Ely Cyrus accepted the position.
Secretary: Ely Cyrus nominated Naomi Chappel which was approved.
- 2021-2022 Board: Chairman - Delores Barr
 Vice-Chairman - Ely Cyrus
 Secretary - Naomi Chappel
 Member - Viola Barr
 Member -Teresa Stalker
7. Public Comments:
None.
 8. Approval of 10/27/21 ASC Minutes.

Teresa Stalker: 2 typo errors on items 7 and 8 which will be corrected.

MOTION: Ely Cyrus made a motion to approve the minutes; seconded by Teresa Stalker
Question called. 10/27/21 minutes approved.

9. Report from Councils:

Ely Cyrus/KTC: The Tribe is okay with the students going back to school on 1/3/22 after the christmas break.

Naomi Chappel: 24-hour mandatory covid negative test. Looking at 48 hours for covid negative test. Before students attend practices, they need to get a covid test, but not sure how many tests the clinic would have available. Delores Barr: The teams would follow the City of Kotzebue's traveling requirements.

James Stewart: There's some snags, but the School and Maniilaq would do the antigen screening. It happened suddenly Monday or Tuesday morning. They are working it out, possibly going again this week. Have to work out before the Christmas break is over.

Delores Barr: Will hopefully have something in place before the students start their basketball practices.

Ely Cyrus: The City Council has a meeting at 5:15. On the agenda is a CDBG grant for an application for a truck.

10. Principal's Report:

a. Sports (cross country results, volleyball, wrestling):

Volleyball: Kiana traveled once to Deering and played against Deering and Kivalina. Came out with a 3/1 record. Noatak and Kiana teams did not participate in the volleyball tournament because of the schools being on "Red" closed to COVID.

Basketball: Tommy Wells is the HS girls basketball coach. Shirelle Barr has applied as the Boys basketball coach. Mr. Stewart stated that he would like to keep this position open longer; see if we get more applicants.

b. Recommendation for NWABSD Parent Action Committee (PAC) representative:

Read the information attached to the packet. Delores Barr would be interested in being on this committee.

MOTION: Naomi Chappel made a motion for Delores Barr as a PAC member; Teresa Stalker seconded.

c. Village Update:

The Kiana Update emailed 11/21/21 to the ASC members. The update will be sent home with the students. Delores stated to include the update in the ASC packet.

d. Remote learning, meal and school supplies deliveries:

Continued delivering meals and school supplies since 10/26/21 on "Red" every Monday and Wednesday. Homework and computers are picked up. We had better Participation toward the end. Teachers continued to call their students every day even if the students didn't call in.

e. Intramural activities (wrestling):

The elementary students wrestling was about to happen until the basketball teams started practicing. No high school students were interested in wrestling. We will follow the COVID mandates; wrestling is a close-contact sport. It would be safer not to shake hands after each match. Everyone is wearing masks except the wrestlers that are wrestling. It will be after the Christmas break that we start wrestling with the elementary students.

f. Student Ideas:

There hasn't been any students in the building since 10/26/21. No activities were held. There is a waiver from ASAA for the 8th grade students to play basketball with the high school students.

Been wanting to start a "Chess" club for students interested. Students have been involved in the Battle of the Books. Janeil Stewart would like to read to any students switching to channel 69 around 7-7:30 p.m. every evening. We would like the books passed out to the homes, PK-3rd; 40 students would need 40 copies per book. Will need to budget for that cost. Delores and Ely will be contacted on this program.

g. Attendance:

We have been on Remote P-REM since 10/26/21, which shows 100% attendance. Before that, it was at an 89%; would like to be at 95%.

h. Hire new Intensive Aide:

Two applicants applied for this position: Tori Wells and Teresa Stalker. Teresa Stalker was hired.

TicToc: National call made on 12/17/21 on a troubling post that has been shared widely this week on the social media platform TikTok. The post refers to a threat to school safety "for every school in the USA, even elementary" on Friday, December 17.

11. ASC member comments:

Naomi Chappel: Arlene thank you for your help with our school and our students; employee of the month.

James Stewart: Two instructional aide, Elizabeth Farmer and Robin Kornfield are resigning at Christmas time. Their last day of work is 12/17/21.

Teresa Stalker: None.

Delores Barr: Do we have a plan for how to address the students that have poor attendance? Is there anything that you are going to try and improve? Mr. Stewart informed the Board that the students haven't been in school for 9 weeks, and its almost like starting a new school year. Every teacher will look at each student and make plans with that student's parents on what is best to move them forward as quickly as possible.

12. Schedule Next Meeting:

Emails will be sent back and forth to schedule the next ASC meeting.

13. Adjourn:

MOTION: Teresa Stalker made a motion to adjourn; seconded by Naomi Chappel. Meeting Adjourned at 1:01 p.m.



KIANA SCHOOL

PO BOX 190 • Kiana, Alaska 99749 • (907) 475-2115

Kiana Advisory School Council Meeting Agenda March 30, 2022 12:00 PM – Library & Teams

1. Call to Order
2. Roll Call
3. Moment of Silence/Pledge of Allegiance
4. Introduction of Guests
5. Approval of Agenda
6. Public Comments
7. Approval of minutes from 12/16/21
8. Report from Councils
9. Principals Report
 - a. Sports (basketball)
 - b. Open Gym
 - c. Calendar Events
 - d. Student Ideas
 - e. Attendance
 - f. Mitigation Plan
10. ASC members comments
11. Schedule next meeting
12. Adjourn

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 907-308-3192](tel:+19073083192), [112263816#](tel:+112263816) United States, Anchorage

Phone Conference ID: 112 263 816#

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



Kiana Advisory School Council
ASC Minutes
March 30, 2022
Minutes Approved 4/20/22 ASC Meeting

1. Call to Order:
Meeting was called to order at 12:07 pm by Chairman Delores Barr.
 2. Roll Call:
Members Present: Delores Barr, Teresa Stalker, Naomi Chappel, Ely Cyrus at 12:11.
Member Absent: Viola Barr, excused
 3. Moment of Silence/Pledge of Allegiance:
Observed and Pledge of Allegiance said in English.
 4. Introduction of Guests:
None.
 5. Approval of Agenda:
Two items to add to the agenda:
(f) Mitigation Plan, (g) Facility Use Permits
MOTION: Ely Cyrus made a motion to approve the agenda; seconded by Teresa Stalker.
 6. Public Comments:
None.
 7. Approval of 12/15/21 ASC Minutes:
MOTION: Ely Cyrus made a motion to approve the 12/15/21 minutes; seconded by Teresa Stalker. Question called. Minutes approved.
 8. Report from Councils:
Ely Cyrus, City: The Ice Road is open to Kotzebue. A village survey meeting is scheduled for 3:00 pm this afternoon at the Boys & Girls building with Hiram Walker, Grant Writer for the Borough. Will select two representatives. An application for a community garden is applied for. Naomi asked about the Borough mandates. Mr. Stewart will go over the draft mitigation plan that is included in the packet.
- ASC Minutes March 30, 2022 Page 2
9. Principal's Report:
 - a. Sports (Basketball): The HS Boys and Girls had basketball teams. The girls played

fairly well considering they had 2 girls from Shungnak. Freddie Reed and Kristin Jackson got "Player of the Game" awards at the tournaments. Randy Gillett is the "NYO" coach for the High School students with 4-5 students participating. Regionals will be held on 4/15/22.

- b. Open Gym: All participants must be vaccinated. Will follow the District Office mandates. Masks will not be required by next week. Will need supervisors for open gym. Recommended that the supervisor have contact numbers of parents in case they need to contact them. They also need to be aware of curfew for the students. It was recommended that the curfew Ordinance be posted in the gym. Contact Clara Stein, City Clerk for that. The open gym mitigation plan will follow the Borough and School District mandates.

MS coed teams went to Noorvik for a mini-tournament with Kiana, Selawik and Noorvik teams. Kiana Team A/1 won the tournament. The MS Boys tournament will be held on Noorvik; girls tournament held in Kivalina on 4/22/23-22. 6:00 pm is the earliest time for open gym. Students 0-5 years old will have open gym on Saturdays. Different times will be set for 1st-6th grade; Junior High-High School and City League (18 years on up).

- c. Calendar Events:

Important upcoming events:

April 15: Testing attendance and participation reward. Sledding party and picnic.

April 22: Attendance Reward for PK-12th (Movie and Pizza).

April 30: Prom

May 1: Senior Dinner

May 2: Graduation

May 3: Kindergarten Graduation

May 5: Awards Banquet

May 9: Last day of school Field Day/community picnic.

- d. Student Ideas:

A few students sent a letter requesting permission to leave campus for lunch.

Recommended that parents sign a permission form stating that their child can leave campus during lunch for 9th-12th grade. Have the student sign out and back in. If students are tardy coming back, lunch privileges can be stopped.

MOTION: Ely Cyrus made a motion for 9th-12th grade leave campus during lunch; seconded by Naomi Chappel. Question called. Motion passed.

- e. Attendance: Not brought up due to time constraints. Ely and Naomi signed out

after the motion on the Facility Use Permits to return to work.

f. Mitigation Plan:

Not discussed due to time constraints. Ely and Naomi left to return to work.

g. Facility Use Permits:

Need ratification on poll vote for "Better Sights" permit for 2/7-8/22 for use of the library and one classroom. Also need to action on Kobuk 440 Racing Association permit for 4/8-10/22 for use of the kitchen, cafeteria and gym.

MOTION: Ely Cyrus made a motion to approve both Facility Use Permits; seconded by Teresa Stalker. Question called. Motion passed.

10. ASC Member Comments:

Postponed as no quorum.

11. Schedule Next Meeting:

April 20, 2022 at noon.

12. Adjourn:

MOTION: Teresa Stalker made a motion to adjourn; seconded by Naomi Chappel. Meeting adjourned at 1:10 p.m.



**Meeting Minutes for
Kotzebue Schools
Advisory School Council
Tuesday, January 11, 2022**

Kotzebue Administration staff in attendance:

- Faith Jurs, JNES Principal
- Tracy Bell, Assistant JNES Principal
- Zonda Martin, KMHS Principal
- Rod Eakin, Assistant KMHS Principal
- Rob O'Neil, Assistant Director of ATC

Call to Order, Roll Call

The meeting was called to order at 6:13 pm.

Establishment of Quorum

Bree Swanson, Victoria Ferguson, Paula Octuck, Nina Lie were present. Kris Rose & Jade Hill were both excused from the meeting.

Pledge of Allegiance/ Moment of Silence

The Pledge of Allegiance and a moment of silence were observed.

Approval of the Agenda

Victoria Ferguson moved to approve the agenda as presented. Bree Swanson seconded the motion. The motion passed unanimously.

Introduction of Guests

Ray Troyer joined as a guest.

Appointment of Seat F

On January 7, 2022, Hans Nelson sent a resignation to the administration and the ASC Council. Hans held seat F on ASC. After reviewing BP 8130 and talking with the Superintendent's Office, it was determined that we had 30 days to fill. The school administration informed us that Mr. Ray Troyer was interested in filling the vacancy. Bree Swanson moved to accept Ray Troyer to fill Seat F until the October elections. Nina Lie seconded the motion. The motion passed unanimously.

Approval of Minutes

The minutes of September 22, 2021, and December 7, 2021, were presented for approval. Bree Swanson motioned to approve the minutes as shown; the motion was seconded by Victoria Ferguson. Motion passed unanimously.

Public Comments

No public comments were given.

Correspondence

No additional correspondence was given.

Reports

Principal Reports: KMHS & JNES

Zonda Martin went through her written report for KMHS. The NWABSD Mitigation Report was updated on 1/9/22. KMHS continues to have multiple students and staff out due to COVID-19. A modified schedule has been run since winter break. While it isn't ideal, it still offers face-to-face between students and educators. KMHS has shifted from making calls to parents regarding exposures to power announce. Enrollment is at 316 students with an attendance rate of 83% through 1/6/22. Navigators/Homework club continues to meet after school to offer academic support. A new art teacher, Jules Brandenburg, has started; Inupiaq/Bilingual continues with the one instructor providing all 6-12 students with at least two 30 minute lessons/week. RediSTAR has eight students participating; Deb Eberle meets with students and parents regarding graduation progress and personal learning and career paths. ACT prep will be on 1.24. Preparations for MAP and LEP tests are starting. 8 KMHS students attended ANSEP from 1/10/22-1/18/22.

Faith Jurs presented her written JNES Principal Report. Attendance is around 79%. On 1/10/22, 90 students were out of school; on 1/11/22, 78 students were out. Enrollment is 259 students. Covid update stated as of 1/11, five staff members and 17 students were positive, with 25 plus students or staff in quarantine. Kelli Toth, National Boating Safety Educator of the year and trainer, came to JNES on 1/10/22 and presented to the kids. January is Teacher Evaluation month. Tracy and Faith are working on the formal evaluations and are working hard on low turnover at the end of the school year. Paige McConnell and Bree Swanson started gym time for vaccinated kids. 1/10/22 was the first day of the gym time, and ten kids were presented, resulting in six more students getting vaccinated to attend gym time. Over Christmas vacation, five JNES staff members got a two-half-day training on a program called Picture Writing that teaches various art techniques alongside research and writing. All of the JNES students will be doing this project in the spring. JNES is hoping to host another vaccine clinic in the school soon.

Bree Swanson noted that she is happy the kids get some gym time. She is hoping the middle school and high school students get something similar.

Victoria Ferguson likes the idea of gym time and is willing to host a painting night for those not athletic.

Paula Octuck questioned if the academic and attendance award would start up again. It would be nice to see the kids be awarded again for good academics and attending school regularly. The administration said that the attendance awards are questionable and wondered if it will risk the other students if kids show up while sick. Although it would be good to have the academic award presented again.

Assistant Director: Star of the Northwest Magnet School

Rob O'Neil Currently, we have 24 students enrolled. These 24 students come from 8 of our local villages and three from Chevak, Emmonak, and Hooper Bay. We are actively trying to remain between 24-28 students. In doing so, we can still house 8 RediStar students comfortably while ensuring our Covid Mitigation Plan is met.

On January 17, we will welcome our first group of Readistar students from KMHS. This semester, we are excited to have Mr. Brad Schott, Mrs. Cindy Henry, and Mr. Dan Henry here serving as Readistar teachers. On February 1, the Star of the Northwest Magnet School will be sending eight students from the Star, Selawik, Deering, and Shungnak Schools to the Cordova STEAM Fest in Cordova, Alaska. During this 6-day trip, students will be working alongside other students from across the state in various technology and renewable energy workshops, tour a hydroelectric power plant, and collaboratively work together on Design Thinking and Problem Solving. Star of the Northwest Magnet School also has Cold-Water survival training set up at the end of January. We've secured the SEI (Solar Energy International) group to come and enhance our students' learning experiences.

Activity Reports: KMHS & JNES

Rod Eakin stated that a new coach, Justin Fredericksen, has started mock battles for Battle of the Books. No student council report was available. The student council had some excellent ideas, but the recent COVID surge halted them. Faith Moeller has been running the spelling bee with three active students. The wrestling program has wrapped up. After some positive COVID cases, the team went to regions and came out with two state qualifiers. Boys basketball has been active with 15 members between varsity and JV. The girl's basketball program has 14 members, and the cheerleading program has five members.

Rod presented a Facility Use Agreement (FUA) from the City of Kotzebue for an open gym for men and women.

Bree Swanson moved to amend the agenda to add the FUA for approval, Nina Lie seconded the motion, the motion was approved unanimously.

Bree Swanson motioned to approve the Facility Use Agreement from the City of Kotzebue; Victoria Ferguson seconded the motion, the motion was approved unanimously.

Tracy Bell reported for JNES. The student activities account balance is \$37,698.76. The Self Manager Program advisors Paige McConnell & Madeline Hewston say it was a busy month. While the school was operating in remote status, an idea came to help promote the vaccine for COVID-19. Sean Swanson, Deanna Black, and Jaycee Swanson were volunteers to post photos and why they chose to get the vaccine. The program also hosted a Holiday Spiring week that was a success for the JNES students. Marjorie Baker has been the coach for Battle of the Books for K-2. She reported 15 students in the program. Darlela Caldwell has been the coach for 3-5 Battle of the Books and reported 25 active students. The Navigators Club has been run by Kim Darst with no report this month. 21st Century Afterschool Program has six staff members assigned to get the program going but are currently on hold.

Discussion Items

No additional discussion items were present.

Action Items

No action items were presented.

Items for ASC Consideration

Board Policy Revisions and/or new policies

None were available

Old Business

None were available

New Business

None were available

Public Comments

None were available

Date for Next Meeting

February 8, 2022, is the next scheduled meeting.

Council Comments

- Victoria Ferguson – I would be interested in doing a craft night in the gym. Zonda and Faith said they would reach out to Victoria to set up, and Bree said she would have items to donate. I appreciate all that everyone is doing. Thank you for the reports, and I am happy that the kids can participate in activities.
- Bree Swanson – Thank you, everyone, for your hard work and supporting our kids.
- Nina Lie – Thank you to the staff; it was exciting and encouraging to hear all that is going on. I want to advocate for the middle school students for their open gym and sports, and I would volunteer for any activities.
- Ray Troyer – It's good to be back and hear things are getting done. The kids missed so much when COVID hit. I support and like the idea of an art club.
- Paula Octuck – Thank everyone for showing up and the staff for all their hard work. I wondered if we could open up the school gear order again. Rod said the previous order is still processing, and we can do it in the future again.

Adjournment

Motion made by Bree Swanson to adjourn, the motion was seconded by Victoria Ferguson, motion passed unanimously. Meeting adjourned at 7:22 pm.



**Meeting Minutes for
Kotzebue Schools
Advisory School Council
Tuesday, February 15, 2022**

Kotzebue Administration staff in attendance:

- Faith Jurs, JNES Principal
- Tracy Bell, Assistant JNES Principal
- Zonda Martin, KMHS Principal
- Rod Eakin, Assistant KMHS Principal

Administration not in attendance:

- Rob O'Neil, Assistant Director of ATC

Call to Order, Roll Call

The meeting called to order at 6:02 pm.

Establishment of Quorum

Bree Swanson, Victoria Ferguson, Paula Octuck, Nina Lie, and Kris Rose were present at roll call. Ray Troyer called in at 6:11 pm. Jade Hill is excused from the meeting.

Pledge of Allegiance/ Moment of Silence

The Pledge of Allegiance and a moment of silence were observed.

Approval of the Agenda

Kris Rose moved to approve the agenda as presented; Victoria Ferguson seconded the motion. The motion passed unanimously.

Introduction of Guests

Darleila Caldwell joined as a guest.

Appointment of Secretary

Bree Swanson volunteered to fill the vacant secretary seat. Kris Rose motioned to approve Bree Swanson as secretary; Victoria Ferguson seconded the motion. The motion passed unanimously.

Approval of Minutes

The minutes of January 11, 2022, was presented for approval. Bree Swanson motioned to approve the minutes as presented; Kris Rose seconded the motion. Motion passed unanimously.

Public Comments

No public comments were given.

Correspondence

No additional correspondence was given.

Reports

Principal Reports: KMHS & JNES

Zonda Martin went through her written report for KMHS. Attendance for January 3, 2022, through February 15, 2022, was at 71.55%, February 1 through February 15, 2022, was at 73.08%. Attendance dropped to 67% at the lowest. Deb Eberle meets with students and parents, reviewing graduation plan progress and personal learning and career plans. Financial Aid assistance is provided every Wednesday. NAEP testing for 8th graders was held the week before. LEP testing is on 2/22 & 2/23. For grades 6-9, teachers will begin practice tests for the April STAR assessment. Navigators/Homework Club meets after school. REadiStaf has six students in January. Culture Trips were held; a presentation to the school board was done in January 2022. Teacher In-Service was held on Monday, February 14, 2022. MS Science teachers participated in training or Qanniksuq curriculum while other staff participated in Visible learning. The team refined what it meant to be HUSKIES. Posters will be put around the school. Collaborative meets were held for MAP scores, how to identify and help with bullying, lesson planning and grading, and COVID updates. The KMHS website on the district website was updated for ASC members.

Kris Rose: Is bullying an issue? Zonda – it's an issue that comes in waves.

Victoria Ferguson – Thank you, excellent report. Qanniksuq is a perfect addition to the curriculum.

Faith Jurs presented her written JNES Principal Report. Attendance is at 71%, with an average of 70 students out a day. The lowest attendance got down to 58%.

Inupiaq Day was held on January 17, 2022. The open gym for JNES students is continuing. In the beginning, ten students attended and were fully vaccinated. At the time of the report, an average of 25+ of fully vaccinated students attend and are enjoying the time. Art/Culture club is starting on February 18, 2022. NAEP testing was done for 4th graders, with state testing starting after spring break. Inservice was held on February 14, 2022, and spent the day working on learning intentions. The State showed up for an audit on the 21st Century After School Program.

Bree Swanson – I am excited to see the numbers increase in vaccinated kids. We have been pushing to do a similar program region-wide.

Victoria Ferguson – I look forward to volunteering for the Art/Culture Club.

Assistant Director: Star of the Northwest Magnet School

No Report Given

Activity Reports: KMHS & JNES

Rod Eakin stated that two teams are competing tomorrow at the state competition. Student Council has plans for dances and has stepped up with concessions. They plan to hold a prom and have hosted a spirit week. The spelling bee has three students competing in the district competition. Boys basketball will play Bethel on the home court this week with the girls traveling. The cheerleaders will get the correct uniform colors in soon. The administration has been utilizing its Facebook page to push more information out. The search for an NYO coach will be underway soon. Mr. Padgett has hosted MS intramurals. He plans on having games on Friday. The graduation date has been set to April 30, 2022.

Bree Swanson – The 1A tournament overlaps with the Husky girls' senior night. How do we get around the negativity of the 1A fans who, a few years back, caused a stir with our school stating we were being disrespectful to having games during their tournament? Also, we are the only school in

the State of Alaska that requires our students to wear masks while actively playing basketball. How do we go about not needing masks for a strenuous sport? Last, have we done a gear order for the 3A, or is ASAA doing it?

Rod – Brett Slaauthaug has ensured a significant gap in times from the 1A to the 3A games. I think it is the district office that decides on masks. Brett has also ordered sweatshirts to sell during the 3A games.

Tacy Bell reported for JNES. The student activities account balance is \$38,177.69. The amount went up a bit due to the Krispy Kreme and Papa Murphy Pizza orders. The student t-shirts are here, and we plan to hand them out this week and get class photos. Paige McConnell is the new Lions Club Basketball advisor. A new art club has started by Tori Ferguson and Christina Nelson. The 21st Century Afterschool program has been extended to other students who have issues and need academic support. The Self Managers program had Valentine's event on February 4 in the afternoon and continued to hold morning activities. Marjorie Baker is the coach for K-2 Battle of the Books. Darleia Caldwell is the coach for the 3-5 Battle of the Books. They placed 19th out of 32. Our 5th-grade team didn't make it to State, and the 5/6 graders competed earlier in the day.

Victoria Ferguson – Thank you for your report.

Discussion Items

No additional discussion items were present.

Action Items

No action items were presented.

Items for ASC Consideration

Board Policy Revisions and/or new policies

None were available

Old Business

None were available

New Business

None were available

Public Comments

None were available

Date for Next Meeting

March 22, 2022, is the next scheduled meeting.

Council Comments

- Bree Swanson – These are different times; I want to commend the staff for working together behind the scenes; you all are doing great.
- Victoria Ferguson – Thank you for all the reports and your support in setting up the art club.
- Nina Lie – Thank you to all for the reports and increasing morale in the schools.
- Ray Troyer – Thank you for the hard work in the extra activities; we are making progress.
- Kris Rose – I am happy to see the school opening up safely and consistently; thank you all.
- Paula Octuck – Thank you all for the Inupiaq Days and for incorporating more of the Inupiaq language and values in everyday school. We are embracing our culture, and that is awesome. Good to see the increase in student participation in after-school activities. Since

the beginning of the school year, we have done more, and kids enjoy everything. I do question how we can support the increase in attendance and grades. I would like to see the academic and attendance awards back in each school. This is an excellent tool for kids to look forward to. Thank you all for the reports and the ASC members for showing up and participating.

Adjournment

Meeting adjourned at 7:12 pm.



DAVIS-RAMOTH MEMORIAL SCHOOL
PO BOX 119 • Selawik, Alaska 99770 • (907) 484-2142

NOTICE OF PUBLIC MEETING

THE DAVIS-RAMOTH MEMORIAL
SCHOOL ASC MEETING

Thursday, March 31, 2022
6:00 PM
SCHOOL LIBRARY

NO QUORUM

Rescheduled Due to Fire Tragedy

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





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

PUBLIC ANNOUNCEMENT

Public/Parent/Tribal Forum Monday, April 25, 2022 6:30 PM

Call in number: 1-800-315-6338
Phone Conference code: 34720#

The Northwest Arctic Borough School District would like to invite all parents, Tribal Leadership, Staff, and community members to a Public Forum to provide feedback on the district's proposed budget including our federally funded educational programs and the 2022-2023 proposed budgets for grant funding.

A link to meeting materials is available
on the district's website

A printed copy can be obtained from your local school's
Principal upon request.

*Forum Agenda attached

Questions or comments can be emailed to grants@nwarctic.org



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

Parent, Community, Indian Education, JOM & Tribal Consultation Meeting

Monday, April 25, 2022

6:30 PM

Call in number: 1-800-315-6338

Code 34720#

AGENDA

**Attendees: Open to the Public, NWABSD PAC, Tribal Leaders,
Parents, District Staff**

1. Call to Order
2. Overview of Agenda
3. Purpose of Meeting
4. Overview of Educational Programs and Proposed 2022-2023 Grant Budgets
5. Overview of NWABSD Proposed General Budget presented by Megan Williams & Terri Walker
6. Public Comments
7. Adjournment



Northwest Arctic Borough School District

District Overview of Educational Programs for Parents, Community, NWABSD Staff & Tribal Leadership

April 2022



Purpose:

Each school year, parents and tribal leadership, and other interest parties are given the opportunity to review and make recommendations on the school district's educational programs. For this purpose, the school shall hold two annual meetings in January and April.

In April, a review of student participation in educational programs, and a review the 2022-2023 grant funding and applications will be presented for public comment.



Current Educational Programs

- **Title I, Part A** - Improving Basic Educational Programs
- **Title I, Part C** - Migrant Education
- **Title II, Part A** - Supporting Effective Instruction
- **Title IV, Part A** – Student Support and Academic Enrichment
- **Title VI, Part A** - Indian Education
- **Title VII** - Impact Aid
- **Carl Perkins IV** Career & Technical Education
- **Johnson-O'Malley Program (JOM)**



The Elementary and Secondary Education Act or ESEA is a major federal law related to public education that authorizes an important group of educational programs administered by the states, known as Title Programs

These programs:

- provide supplemental support to schools and districts to raise the academic achievement of struggling learners
- emphasizes equal access to education
- sets high standards for academic performance
- demands a rigorous level of accountability from schools and districts
- address the complex challenges that arise among students who live with:
 - disabilities
 - mobility problems
 - learning difficulties
 - poverty and transience



Title I, Part A

Improving Basic Educational Programs

2022-2023 estimated funding of \$1,500,000

- Certified Teacher Salaries & Classroom Instructional Paraprofessionals
- Staff Professional Development
- Classroom Supplies and Textbooks
- Monies for School Parent Engagement

5



Title I-C Migrant Education

The Migrant Education Program provides academic support to identified students engaged in migrant activities.

This program does not support migrant activities, but supports the student's education if time is lost from the classroom.

The program:

- ensures student academic success
- enables students to graduate with a high school diploma (or complete a GED)
- provides educational opportunities outside of the school day with activities such as tutoring and summer school and student services

6



Title I-C Migrant Education

2022-2023 estimated funding of \$1,600,000

- Navigator Club afterschool tutoring and enrichment
- Classroom Instructional Paraprofessionals
- Migrant Summer School (2 weeks in May)
- Support Services for Migrant Families (clothing & supplies)
- Water Safety Program & Career Exploration Program



Title II, Part A Supporting Effective Instruction

2022-2023 estimated funding of \$309,000

- Provides Funding for Staff Professional Development
- Professional Development Conferences



Title IV, Part A – Student Support and Academic Enrichment

2022-2023 estimated funding of \$165,000

The purpose of the Title IV is to provide all students with access to a well-rounded education, improve school conditions for student learning and to improve the use of technology in order to improve the academic achievement and digital literacy of all students

- Support for Summer ANSEP
- Technology Professional Development and On-Site Support
- Student Safety and Counselor Support



Title VI Indian Education

2022-2023 projected funding \$720,773

Purpose: to support schools in meeting the unique educational and culturally related academic needs of American Indian and Alaska Native students, so that such students can meet the same challenging state student academic achievement standards

- Classroom Instructional Paraprofessionals
- Instructional Support Personnel
- Data Specialist
- Curriculum Supplies



Title VII - Impact Aid

Varies typically \$6 to \$9 million annually

Purpose: to provide financial assistance to local education agencies (LEAs) in order to compensate school districts that have lost property tax revenue due to the presence of tax-exempt federal property or that have experienced increased expenditures due to the enrollment of federally connected children, such as military and Indian students.

- Funds received by the Impact Aid Program become part of the school districts general fund budget and are used to support all district programs and activities



Carl Perkins IV Career & Technical Education

Projected funding for 2022-2023 \$126,000

Carl D. Perkins Career & Technical Education Act of 2006 (Perkins IV) is funding to develop more fully the academic and career and technical skills of secondary education students.

- Provides funding for NWABSD Career & Technical Education (CTE) classes and support for our CTE staff



Johnson O'Malley Program

Projected funding for 2022-2023 \$105,000

The Johnson-O'Malley (JOM) program is designed to meet the unique educational needs of Indian and Alaska Native children through the use of supplemental education programs designed at the local level.

JOM funds are awarded to each of the eleven tribes in the District.

Resolutions were signed by nine of the eleven tribal organizations in the spring of 2000 authorizing the NWABSD to apply for, receive and distribute JOM funds for educational purposes.

- Cultural Activities at Schools– sewing, making mittens, preparing and cooking traditional foods, cultural trips, cultural calendars
- Inupiaq Language Program Supplies & Support
- Additional Support for the Alaska Native Science and Engineering Program (ANSEP)



Alaska Native Student Participation in NWABSD's Educational Programs

Because a majority of the district's students are Alaska Native, there are no statistical disparities in Alaska Native participation in any of our educational programs.



Questions and Comments?

Your input is valuable and appreciated

Please provide written comments or views on the district's education programs and activities and make recommendations based on the needs of children within the Northwest Arctic Borough Region

Survey available through below link

<https://forms.office.com/r/x0SP8fvGCK>

Survey will close on May 6, 2022, at 11:45PM

Additional written comments can be submitted to
grants@nwarctic.org

Thank you!

Northwest Arctic Borough School District

FISCAL YEAR 2023 PROPOSED BUDGET

April 25, 2022



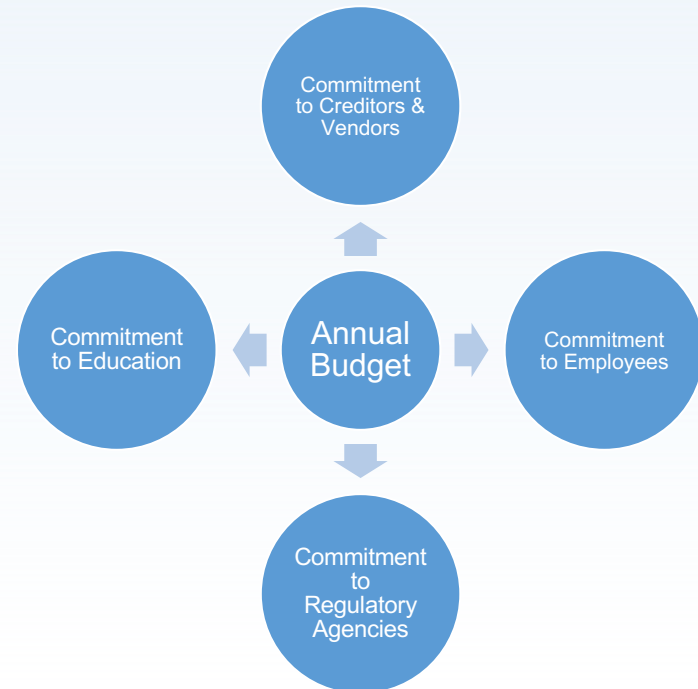
Budget Purpose

The purpose of a budget is to create a spending plan to organize, track, and improve the District's operations.

Financial Forecasting in a budget is the process of predicting future revenues and expenditures. This forecast is the basis for business decision making involving strategic financial planning for the following:

- Personnel
- Facilities
- Supplies
- Other

The Annual Operating Budget evolves, and changes as accurate information is received.



FY23 Budget Assumptions

The State of Alaska's legislative session is scheduled to end MAY 19th, requiring some assumptions to be made in order to develop the budget within required timelines. The budget must be balanced before it is submitted to the School Board in April and the Northwest Arctic Borough Assembly no later than May 1st.

Assumptions used in preparing the proposed budget:

- No change to the State's Base Student Allocation (BSA) at \$5,930 since 2017
- Decrease in enrollment
- No significant change to the local contribution
- Use of fund balance
- Negotiated salary increases
- Fuel cost increases
- Travel & Shipping cost increases
- Property & Liability Insurance increases
- Health Insurance cost increases

An estimated \$4.4 Million remains in general fund balance for use in the 2022-23 school year.

Increases to the FY23 Operating Budget

The FY23 General Fund Budget reflects increases based on the following:

- Heating Fuel → 50% (with added cost for Kivalina)
- Property & Liability Insurance → 5%
- Health Insurance → 7%

- Anticipated salary increases for:
 - Classified → \$1 per hour based on Negotiated Agreement
 - Teachers
 - Administrators

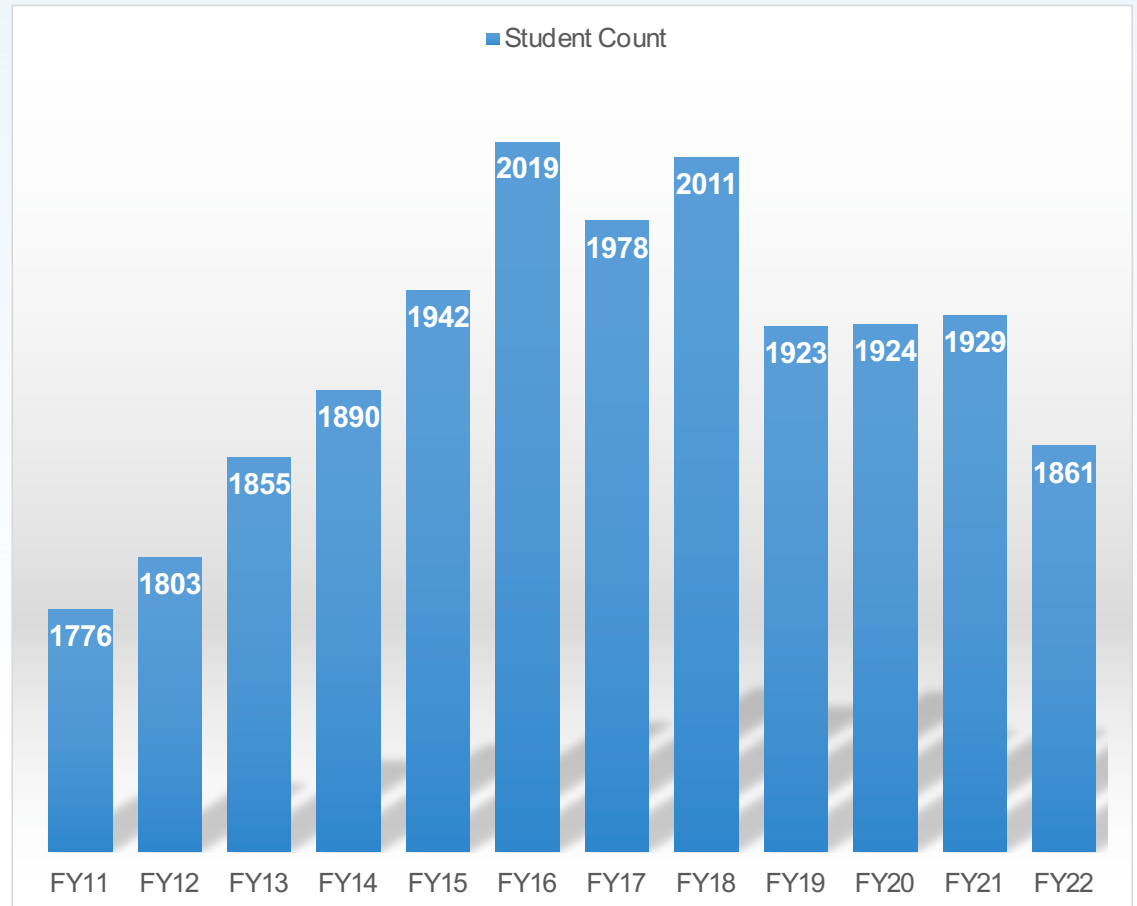


State Funded Student Enrollment

Note:

Basic Need per Student is $\$5,930 \times 1861 = \$11,035,730$. The remainder of the State Foundation Funding is built in with other cost factors such as Special Needs (20%), District Correspondence Students, CTE (1.5%) & Other Cost Factors that equate to the approximately \$37 million in foundation revenues.

This count includes Pre-K Students, our funding does not.



Sources of Revenue

Unlike many other School District's, Northwest Arctic Borough does not tax residents to generate revenue for the school district.

The District's three main sources of revenue are:

- State - 63%, revenue based on student count in October
- Impact Aid - 11%, revenue based on students living on federally impacted lands
- Borough - 7%, minimum contribution



FY23 General Fund Budget

REVENUE	
Other Local Revenue	\$450,000
Earnings on Investments	\$3,000
Borough Appropriation	\$4,402,689
E-Rate Program Internet	\$7,456,903
State Foundation	\$36,660,884
Other State Revenue Quality Schools	\$127,645
TRS On-Behalf	\$2,889,915
PERS On-Behalf	\$734,163
Impact Aid Program	\$6,216,361
TOTAL:	\$58,941,560

EXPENDITURES	
Salaries & Benefits	\$40,399,122
Professional & Technical Services	\$3,358,006
Travel	\$1,427,179
Utilities	\$13,980,433
Other Purchased Services	\$2,369,016
Property & Liability Insurance	\$1,000,159
Supplies, Materials & Media	\$1,520,108
Tuition, Dues & Fees & Equipment	218,494
Indirect Cost Recovery	(\$300,000)
TOTAL:	\$63,972,517

TRANSFERS OUT	
Teacher Housing Fund	\$350,000
Special Rev Fund-transportation	\$50,000
TOTAL:	\$400,000

EXPENSE OVER REVENUE

Deficit	\$5,430,957
----------------	--------------------

Proposed Actions to balance the FY23 Operating Budget

This is a list of ideas generated and reviewed by the District's Administrative Leadership Team, presented to the Board for direction, and to our stakeholders for input

- Increase the Student:Teacher ratio
 - \$1,765,000 - Reduction of 14 Teaching positions District wide
- Look at ways to decrease Health Insurance costs without changing the benefits or services provided
 - \$1,100,000 estimated savings if providing stipends for waiving insurance
- Close older or unused school buildings
 - \$300,000 estimated savings
- Transfer in from Capital Improvement Funds & use Fund Balance
 - \$1,132,978.50 Capital Improvement Funds – An estimated \$3.1 million will remain in CIP funds for use in the 2022-2023 school year
 - \$1,132,978.50 Fund Balance - An estimated \$4.4 million remains in general fund balance for use in the 2022-23 school year

Proposed Action: Increase Student to Teacher Ratio

NWABSD implemented a District wide Student to Teacher Ratio in FY22 to create equity across all our schools.

CURRENT STUDENT:TEACHER RATIO

Elementary

- Average of 16 Students to 1 Teacher
- No Classroom with more than 3 grade levels

Middle/High School

- Average of 20 Students to 1 Teacher - High School
- Minimum of 2 teachers

PROPOSED STUDENT:TEACHER RATIO

Elementary

- Average of 18 Students to 1 Teacher
- No Classroom with more than 3 grade levels

Middle/High School

- Average of 23 Students to 1 Teacher - High School
- Minimum of 2 teachers

This option could potentially decrease our teaching staff district wide by 14 FTE and our FY23 budget by \$1,765,000

Proposed Action: Stipend for waiving Health Insurance

NWABSD offers Health Insurance to all permanent staff members at a very low cost, but a high cost to the District. The Health Insurance plan is self funded, meaning we pay all costs except for the employee contribution and deductible.

Some of our employees have other forms of health insurance (IHS, Military, covered by parents, etc.). Staff currently have the option to waive health insurance, and we have approximately 20 staff members that do.

If 50 more of our staff members opt out of health insurance it could save us approximately \$1,100,000 per year in health insurance costs. This amount is an estimate based on the \$27,000 budgeted per employee in FY23 minus a \$5,000 stipend.

Health Insurance Costs:

FY22 Budget - \$6,600,247

FY23 Budget - \$7,905,870

Increase \$1,305,623

Proposed Action: Closure of old High School Building

Currently our old Ambler High School that includes the gymnasium is separate from the main school, and utilities cost approximately \$300,000 to keep it open.

This proposal is to close the old High School Building/Gymnasium for every day use, use the current school multi-purpose room for gym class, but open the old building for special events. The gym is currently being used for PE for about 5 classes per day and recess.

Building Size Comparison:

Ten Plex = 8,300 sq. ft.

Old Ambler High School = 13,100 sq. ft.

ATC Dorm = 17,000 sq. ft.



Proposed Action: Transfer in from Capital Improvement Funds

In previous years we have budgeted to transfer funds into the General Operating Budget from Capital Improvement Funds. Only funds that were previously transferred from the General fund can be transferred back. I have noted the estimated amounts available to transfer below.

CAPITAL IMPROVEMENT FUND	
Technology	\$1,134,481
Local Maintenance	\$1,225,337
CIP Reserve – Local Share	\$216,519
NW Magnet School	\$310,957
Magnet School Dorm	\$299,947
TOTAL:	\$3,187,241

Questions/Comments.....

