

# NWABSD Regular Board Meeting

Tuesday, August 26, 2025 4:00 PM

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

1.	<u>CALL TO ORDER, ROLL CALL</u>	<b>Presenter:</b> Margaret Hansen, President
2.	<u>MOMENT OF SILENCE</u>	<b>Presenter:</b> Margaret Hansen, President
3.	<u>PLEDGE OF ALLEGIANCE</u>	<b>Presenter:</b> Margaret Hansen, President
4.	<u>INTRODUCTION OF GUESTS/STAFF</u>	<b>Presenter:</b> Margaret Hansen, President
5.	<u>PUBLIC COMMENTS</u>	<b>Presenter:</b> Margaret Hansen, President
6.	<u>APPROVAL OF AGENDA</u>	<b>Presenter:</b> Margaret Hansen, Board President
7.	<u>SCHOOL PRESENTATIONS</u>	<b>Presenter:</b> Terri Walker, Superintendent
8.	<u>RECOGNITION &amp; AWARDS</u>	<b>Presenter:</b> Terri Walker, Superintendent
9.	<u>SUPERINTENDENT'S REPORT</u>	<b>Presenter:</b> Terri Walker, Superintendent
10.	<u>EXECUTIVE SESSION</u>	<b>Presenter:</b> Margaret Hansen, Board President
11.	<u>ADOPTION OF CONSENT AGENDA</u>	<b>Presenter:</b> Margaret Hansen, Board President
12.	<u>COMMUNICATIONS &amp; ITEMS INTRODUCED BY BOARD MEMBERS</u>	<b>Presenter:</b> Margaret Hansen, Board President
13.	<u>DATE, TIME, &amp; LOCATION OF NEXT MEETING</u>	<b>Presenter:</b> Margaret Hansen, Board President
14.	<u>ADJOURNMENT</u>	

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**FR:** Office of the Superintendent

**SUBJECT:** Superintendent's Report

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I would like to begin by welcoming everyone back to the new school year. We are starting this year with optimism and a focus on ensuring every student receives the support and opportunities they need to thrive. I also want to recognize and thank our staff for their hard work over the summer in preparing for this new school year. We are ready to welcome students!

### **Goals and Priorities**

Aligned with the board's mission, vision, and strategic plan, in-service training for staff focused on student learning. The best opportunities are to build relationships, maintain structure in the school day, and incorporate the local culture into as many lessons as possible. I am excited to move forward with the staff we have in place to provide all students with the opportunity to learn, and I am optimistic that this will be a great school year!

### **Attendance**

Staff are dedicated to improving attendance, and we emphasized the importance of consistent attendance as a model for students.

### **Enrollment**

### **U.S. Department of Education Delays FY25 Federal Grant Funds**

The U.S. Department of Education (ED) has released funding for the following programs.

- Title I-C (Migrant Education)
- Title II-A (Supporting Effective Instruction)
- Title III-A (Language Instruction for English Learners)
- Title IV-A (Student Support and Academic Enrichment)
- Title IV-B (21st Century Community Learning Centers)

We are pleased to announce that all programs supported by these funds will move forward.

### **Iñupiaq Program**

We are still looking for a director for the Iñupiaq program. In the meantime, Curriculum Director Debbe Lancaster and I have been working closely with Karen McCain to become familiar with grant requirements. The grant supports the development of the Iñupiaq-based science curriculum, strengthens partnerships to expand cultural events and activities, and supports the immersion program by helping our Iñupiaq Ilitsautrit become fluent language speakers.

I want to thank the board for your continued leadership and commitment to our students. Together, we have the opportunity to make this a strong and successful year.

Quyaanna,

Terri Walker, Superintendent

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** August 26, 2025

**NUMBER:** 26-005

**FR:** Office of the Superintendent

**SUBJECT:** Human Resources

**STRATEGIC PLAN/BOARD GOAL:**

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

**ABSTRACT:**

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

**ISSUE:**

At issue is the approval of awareness of Human Resources actions for the District Office, Maintenance Department, Alaska Technical Center and school sites.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

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

**ALTERNATIVES:**

1. Approve the Human Resources actions 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 as presented.

**Human Resources  
August 25**

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

- a. Classified rehires FY26
- b. Certified rehires F26
- c. Classified new hires FY26
- d. Certified new hires FY26
- e. Classified transfers F26
- f. Certified transfers F26
- g. Classified separations F26

a) The administration recommends the approval of the following FY26 Classified Rehires:

<u>LOCATION&amp;DATE</u>	<u>NAME</u>	<u>POSITION</u>
<b><u>AMBLER</u></b>		
8/11/25	Nellie Cleveland	Inupiaq Ilisautri
<b><u>BUCKLAND</u></b>		
8/11/25	Denny Hadley	Inupiaq Ilisautri
<b><u>DEERING</u></b>		
8/11/25	Sam Gavin	Inupiaq Ilisautri
<b><u>JNES</u></b>		
8/11/25	Charity Smith	Inupiaq Ilisautri
8/11/25	Winona Ballot	Inupiaq Ilisautri
8/11/25	Helen Allen	Inupiaq Ilisautri
<b><u>KIANA</u></b>		
8/11/25	Amber Barr	Inupiaq Ilisautri
<b><u>KMHS</u></b>		
8/11/25	Sidney Sherman	Inupiaq Ilisautri
<b><u>KOBUK</u></b>		
8/11/25	Luke Jackson	Inupiaq Ilisautri
<b><u>NOATAK</u></b>		
8/11/25	Amelia Johnsen	Inupiaq Ilisautri
<b><u>SELAWIK</u></b>		
8/11/25	Carrie Skin	Inupiaq Ilisautri
<b><u>SHUNGNAK</u></b>		
8/11/25	Dolly Custer	Inupiaq Ilisautri
<b><u>Maintenance</u></b>		
7/1/25	Mark Moore	Director Property Services
<b><u>District Office</u></b>		
7/29/25	Robert Sheldon	Director Student Activities

b) The administration recommends the approval of the following FY26 Certified Rehires

LOCATION&DATE	NAME	POSITION
<b><u>KIANA</u></b>		
8/11/25	Denita Sommers	Teacher
<b><u>NOORVIK</u></b>		
7/28/25	Mike Zibell	Lead Teacher/Admin Assistant
8/11/25	Don Thurman	Teacher

c) The administration recommends the approval of the following FY26 Classified New Hires

LOCATION&DATE	NAME	POSITION
<b><u>KIANA</u></b>		
7/1/25	Marvin Barr	BPO
7/28/25	Cheryl Curtis-Jackson	Secretary
<b><u>ATC/STAR</u></b>		
7/25/25	Lucy Nelson	ATC Registrar
8/11/25	Dawn Crabb	STAR Dorm Parent
<b><u>District Office</u></b>		
8/6/25	Katelyn Atoruk	Business Office Accounting Tech

d) The administration recommends the approval of the following FY26 Certified New Hires

LOCATION&DATE	NAME	POSITION
<b><u>AMBLER</u></b>		
8/7/25	Tim Bears	Teacher
<b><u>BUCKLAND</u></b>		
8/7/25	Samantha Pacana	Teacher
<b><u>DEERING</u></b>		
8/7/25	Joan Bidaure	Teacher
<b><u>KIVALINA</u></b>		
8/7/25	Glaiza Calvario	Teacher
8/7/25	Jay Jamin	Teacher
8/7/25	Sheena Jamin	Teacher
<b><u>NOORVIK</u></b>		
8/7/25	Sarah Ybanez	Teacher
<b><u>SHUNGNAK</u></b>		
8/7/25	Omar Mahmoud	Teacher
8/7/25	Jessica Sauter	Teacher
8/7/25	Brian Young	Teacher
<b><u>ATC/STAR</u></b>		

7/9/25	John Crabb	ATC Assistant Director
8/11/25	Cindy Lincoln	ATC Teacher
<b><u>District Office</u></b>		
8/18/25	Nedra Jones	Curriculum Staff Development Coordinator

e) The administration recommends the approval of the following FY26 Classified Transfers

LOCATION&DATE	NAME	POSITION
<b><u>District Office</u></b>		
7/1/25	Wanda Baltazar	ECE/ELF Coordinator
7/1/25	Amie Gardner	HR Specialist
7/1/25	Amanda Kenworthy	Staff Development Spec.
7/1/25	David Smith	Staff Development Spec.

f) The administration recommends the approval of the following FY26 Certified Transfers

LOCATION&DATE	NAME	POSITION
<b><u>ATC/STAR</u></b>		
8/4/25	Clay Beck	ATC Career Path Spec.

g) The administration recommends the approval of the following FY26 Classified Separations

LOCATION&DATE	NAME	POSITION
<b><u>KMHS</u></b>		
8/4/25	Jordan Eisel	SpEd Aid
<b><u>KIANA</u></b>		
6/30/25	Tommy Wells	BPO
6/11/25	Eryn Gooden	Secretary
<b><u>SELAWIK</u></b>		
8/5/25	Jansen Cowart	Inupiaq Ilisautri
<b><u>District Office</u></b>		
7/23/25	Qutan Lambert	HR Officer
6/30/25	Fannie Henry	Payroll Officer

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-006

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY26 Board  
Meeting Dates

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### **ABSTRACT:**

Board approval is required for Board Meeting Dates.

### **ISSUE:**

At issue is board approval of the FY26 Board Meeting Dates.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

Board Bylaw 9320 Meetings states that Regular meetings shall be held on the last Tuesday of every month, unless otherwise determined by the Board.

### **ALTERNATIVES:**

1. Approve the FY26 Board Meeting Dates as determined by the board.
2. Do not approve the FY26 Board Meeting Dates.
3. Take no final action.



NWABSD Regional School Board  
Calendar 2025-2026

## BOARD MEETINGS

**AUGUST 25-26** In-person Board Meetings

**SEPTEMBER 29-30** Virtual Board Meetings

**OCTOBER 20** In-person Re-organization

**OCTOBER 21-22** In-person Board Retreat

**NOVEMBER 24-25** Virtual Board Meetings

**JANUARY 19-21** In-person Board Meetings

**FEBRUARY 23-25** In-person Board Meetings

**MARCH 24** Virtual Budget Worksession

**APRIL 27-28** In-person Board Meetings

**JUNE 1-2** Virtual Board Meetings (Tentative)

## EVENTS

**JULY 18-20** AASB Summer Board of Directors Meeting. ANCHORAGE

**SEPTEMBER 20-21** AASB Fall Boardsmanship Academy. ANCHORAGE

**OCTOBER 7, 2025 - ELECTION DAY**

**OCTOBER 13 - NWAB Certify Election Results.**

**NOVEMBER 13-16** AASB Annual Conf. & Youth Leadership Institute. ANCHORAGE

**NOVEMBER 17** AASB Board of Directors Meeting. ANCHORAGE

**JANUARY 30- FEBRUARY 2** NSBA Equity Symposium & Advocacy Institute. DC

**FEBRUARY 7-10** Leadership Academy & Legislative Fly-In and Youth Advocacy Institute — Elizabeth Peratrovich Hall, JUNEAU

**APRIL 10-12** NSBA Annual Conference — San Antonio, TX

**APRIL 18-20** Spring Boardsmanship Academy ANCHORAGE

July 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025 IN PERSON						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2025 VIRTUAL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025 IN PERSON						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025 VIRTUAL						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026 IN PERSON						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026 IN PERSON						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026 VIRTUAL						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026 IN PERSON						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026 VIRTUAL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				



**ALTERNATIVES:**

1. Approve FY26 Budget Revision #1 as presented;
2. Disapprove FY26 Budget Revision #1 as presented;
3. Take no action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve FY26 Budget Revision #1 as presented.

# DRAFT

Northwest Arctic Borough School District  
FY26 Budget

# DRAFT

	FY26	FY26	CHANGES	NOTES
	<u>APPROVED BUDGET</u>	<u>REVISION #1</u>		
<b>REVENUE</b>				
Other Local Revenue	\$3,000,000	\$1,500,000	(\$1,500,000)	inc occurred for FY25, incorrect
Earnings on Investments	\$770,000	\$770,000	\$0	
Borough Appropriation	\$6,568,263	\$10,216,250	\$3,647,987	additional Borough contribution
E-rate Program	\$11,609,460	\$11,609,460	\$0	
State Foundation	\$36,194,559	\$40,807,240	\$4,612,681	Projected Foundation based on \$6,660 BSA
Quality Schools	\$106,133	\$105,427	(\$706)	
TRS On-behalf	\$2,404,313	\$2,939,737	\$535,424	made correction to on-behalf rate with information from state
PERS On-behalf	\$461,615	\$568,837	\$107,222	made correction to on-behalf rate with information from state
Revenue-Other State Sources	\$821,180	\$821,180	\$0	
Impact Aid Program	\$3,941,882	\$3,941,882	\$0	
<b>TOTAL REVENUES</b>	<b>\$65,877,405</b>	<b>\$73,280,013</b>	<b>\$7,402,608</b>	
<b>TRANSFERS IN</b>				
CIP Reserved Local Share	\$2,300,000	\$2,300,000		
<b>TOTAL TRANSFERS IN</b>	<b>\$2,300,000</b>	<b>\$2,300,000</b>	<b>\$0</b>	
<b>EXPENSES</b>				
Certificated Salaries	\$14,759,259	\$15,053,317	\$294,058	
Non-Certificated Salaries	\$8,986,365	\$9,332,011	\$345,647	
Leave Pay Out	\$275,074	\$301,074	\$26,000	
Stipends	\$109,750	\$109,750	\$0	
Employee Benefits	\$11,503,548	\$11,820,206	\$316,658	
TRS On-behalf	\$2,404,313	\$2,960,428	\$556,116	made correction to on-behalf rate with information from state
PERS On-behalf	\$461,615	\$577,565	\$115,950	made correction to on-behalf rate with information from state
<b>SUBTOTAL: Personnel</b>	<b>\$38,499,923</b>	<b>\$40,154,351</b>	<b>\$1,654,428</b>	
Prof & Technical Services	\$4,301,720	\$4,905,597	\$603,878	\$148,678 proposed NMS Custodial contract increase, \$6,000 decrease for audit services
Staff Travel	\$360,100	\$655,952	\$295,852	
Board Travel	\$45,000	\$45,000	\$0	
Student Travel	\$19,000	\$1,343,775	\$1,324,775	
Utility Services	\$13,790,502	\$13,790,502	\$0	
Energy (w/ electricity & fuel)	\$6,195,600	\$6,345,600	\$150,000	
Other Purchased Services	\$4,500,261	\$4,500,276	\$15	
Property & Liability Insurance	\$1,489,641	\$1,300,142	(\$189,499)	actual Property and Casualty insurance coverage totals
Supplies, Materials & Media	\$1,607,683	\$1,835,883	\$228,200	
Tuition	\$40,000	\$40,000	\$0	
Dues & Fees	\$72,675	\$261,775	\$189,100	
Inventoried Equipment	\$55,000	\$55,000	\$0	
Indirect Cost Recovery	(\$250,000)	(\$250,000)	\$0	
<b>SUBTOTAL: Non-Personnel</b>	<b>\$32,227,182</b>	<b>\$34,829,502</b>	<b>\$2,602,320</b>	
<b>TOTAL EXPENSES</b>	<b>\$70,727,105</b>	<b>\$74,983,853</b>	<b>\$4,256,749</b>	
<b>TRANSFERS OUT</b>				
Food Service Fund	\$1,200,000	\$1,200,000	\$0	
ATC	\$500,000	\$500,000	\$0	
Star of the NW-Magnet School	\$0	\$0	\$0	
Teacher Housing Fund	\$675,000	\$675,000	\$0	
Capital Projects	\$0	\$440,000	\$440,000	Noatak match, previously approved
Special Revenue Fund	\$0	\$0	\$0	
<b>TOTAL TRANSFERS OUT</b>	<b>\$2,375,000</b>	<b>\$2,815,000</b>	<b>\$440,000</b>	
<b>INC/(DEC)-UNRESERVED FB</b>	<b>(\$4,924,699)</b>	<b>(\$2,218,840)</b>	<b>\$2,705,859</b>	
<b>FY24 Fund Balance</b>	<b>\$5,280,552</b>	<b>\$5,280,552</b>		
Decrease in Fund Balance	\$4,924,699	\$2,218,840		Projected FY25 Fund Balance
Est. FY25 Prepaid & Inventory	\$2,000,000	\$2,000,000		Decrease in Fund Balance
<b>Projected FY25 Fund Balance</b>	<b>(\$1,644,148)</b>	<b>\$1,061,712</b>		Est. FY26 Pre-paid & Inventory
				Projected FY26 Fund Balance

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** August 26, 2025

**NUMBER:** 26-008

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Supt. Travel

**ABSTRACT:**

Superintendent's out-of-district travel requires Board approval.

**ISSUE:**

At issue is to approve the Superintendent's request for out-of-district travel as presented.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Request for Out-of-District Travel by the Superintendent Upcoming Travel Dates:

- September 20-21, 2025, Fall Boardsmanship Academy, Anchorage
- September 24-27, 2025, Superintendent's Fall conference, Fairbanks
  
- October 8-11, 2025, National Indian Education Conference, Spokane, WA

**FUNDING SOURCE:**

Grants and General Funds: budgeted for FY26

**ALTERNATIVES:**

1. Approve the Superintendent's request for out-of-district travel as presented.
2. Do not approve the Superintendent's request for out-of-district travel as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the Superintendent's request for out-of-district travel as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-009

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Fuel Purchase  
Noatak

### **ABSTRACT:**

Board approval is required for purchases exceeding \$50,000.00.

### **ISSUE:**

At issue is board approval to purchase fuel for the Noatak School.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

The administration is requesting the school board's approval to purchase 57,000 gallons of Fuel at \$11.42 per gallon for the Noatak School. This is more than usual for this site, which has been 40,000 gallons the past two years but with the erosion issue approaching the runway with only 133 feet of ground between the runway apron and the riverbank this extra fuel would be a prudent decision. Vendors did not bid on providing fuel to Noatak; therefore, fuel to Noatak was not included in the approval of the bulk fuel purchase. The fuel must be flown in via Everts Air Fuel out of Fairbanks. The cost of 57,000 gallons of fuel at \$11.42 a gallon from Everts Air Fuel FOB Fairbanks to Noatak will be \$651,008.76

Funding Source: General Fund Maintenance Department Fuel Budget. The approved budgeted amount for Noatak Fuel is \$490,000.00. An additional \$170,000 is recommended in Revision #1.

### **ALTERNATIVES:**

1. Approve the purchase of 57,000 gallons of fuel from Everts Air Fuel not to exceed \$651,008.76.
2. Disapprove the purchase of 57,000 gallons of fuel from Everts Air Fuel.
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the purchase of 57,000 gallons of fuel from Everts Air Fuel, not to exceed \$651,008.76.

# EVERTS AIR FUEL



P.O. Box 60908 Fairbanks, AK 99706  
5525 Airport Industrial Road., Fairbanks, AK 99709  
Telephone (907) 450-2305  
Fax: (907) 450-2326  
[Fuel@EvertsAir.com](mailto:Fuel@EvertsAir.com)

Date: 7/28/2025

## ESTIMATE

Primary Contact: \_\_\_\_\_  
Company/Business Name: NW Arctic Borough School Dist 907-442-3472  
Phone: 907-442-1849  
Email: kkenworthy@nwarctic.org  
Mailing Address: NA

Delivery Location: NOATAK, ALASKA

Comments: 13 Loads of fuel  
\_\_\_\_\_  
\_\_\_\_\_

Fuel Type:	#1HF
Gallons:	57,000
Round-trip Mileage:	926
# of trips:	13

Subtotal:	\$645,724.86
Tax:	\$5,283.90
<b>Total:</b>	<b>\$651,008.76</b>
Avg ppg	\$11.42

Mail Check to: *Everts Air Fuel*  
P.O. Box 60908  
Fairbanks, AK 99706  
For ACH info email: [Fuel@evertsair.com](mailto:Fuel@evertsair.com)

I agree to the pricing and  
terms listed below

*This estimate is for pre-payment only. Pre-payment must be received before delivery is scheduled. Credit cards incur a 3% processing fee. All pricing included in this estimate is calculated using the wholesale rack price. Due to fluctuations in fuel pricing the actual price upon delivery may be higher or lower than this spot price. This estimate includes all transportation costs, fees, taxes, and is based on delivery to the customers fuel tank or truck at the intended destination's airport. One hour of ground-time is included, additional time will be billed at \$800 per hour. Normal arrival times are between 8:00am - 6:00pm (depending on weather and aircraft availability). Templated times will be sent the day prior and will be PENDING acknowledgement. Schedules are SET the day prior at 2:00pm. ETAs will be sent upon departure the day of.*

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**FR:** Office of the Superintendent

**NUMBER:** 26-010

**SUBJECT:** Approval of Safe & Civil  
Schools (Susan Isaacs)  
MOA FY26

**STRATEGIC PLAN/BOARD GOAL:**

NWABSD Strategic Goal 2: Instructional Supports

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of FY26 Safe and Civil consulting and professional development expenses with Susan Isaacs to enhance positive behavior strategies and support at all sites. This initiative includes training and materials to implement PBIS effectively across the district. Total expenditure not to exceed \$196,000, which includes actual travel costs.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

*Please see the attachment for pricing and scheduling specifics.*

Funding: General Fund and Title 1 Professional Development Set Aside (fund 267)

**ALTERNATIVES:**

1. Approval of the Safe & Civil Schools (Susan Isaacs) MOA FY26, not to exceed \$196,000 as presented.
2. Disapproval of the Safe & Civil Schools (Susan Isaacs) MOA FY26, not to exceed \$196,000 as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

1. The administration recommends approval of the Safe & Civil Schools (Susan Isaacs) MOA FY26, not to exceed \$196,000 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)

**TAB BETWEEN FIELDS**

Contractor: ANCORA PUBLISHING MOA Control #: \_\_\_\_\_  
Name of Company Contact Carol Furman for #

Address: 21 West 6th Eugene OR 97401  
Street or POB City State Zip + four

(800) 323-8819 Elizabeth@safeandcivilschools.com  
Area Code Phone # Fax # E-mail Address

Federal ID #: 51-0532241 Or Soc. Sec. #: \_\_\_\_\_ Alaska Business License #: \_\_\_\_\_  
Enter without Dashes

8/15/2025 6/30/2026  W-9 Attached  W-9 Submitted Previously  
Start Date (mmddyy) End Date (mmddyy)

Contractor Agrees To: Foundations and a CHAMPS Site-  
Based Support Audience: Administrators/School Staff Trainer: Susan Isaacs  
In-Person See attached proposal for more information. Total costs includes actual travel  
costs and travel fee.

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

District Contact Person: Joy Cogburn-Smith Phone #: (907) 442-1814 Ext \_\_\_\_\_  
Email Address: jcogburn@nwarctic.org Fax #: \_\_\_\_\_

District Agrees To: Pay for above mentioned services in a timely manner.  
**If additional space is needed, indicate here**  **See attachment**

Payment Terms: The consultant will submit service invoices to the district for the consulting fees. Upon  
submittal of receipts, payment for services will be made in accordance with this agreement.  
**If additional space is needed, indicate here**  **See attachment**

Enter Account Code as:	xxx.xxx.xxx.xxx	Amount
Account #:	<u>267.099.350.226.410</u>	<u>\$98,000</u>
	<u>100.099.356.000.410</u>	<u>\$98,000</u>
	<b>TOTAL</b>	<b>\$196,000.00</b>

MOA Not to Exceed: \$196,000.00 Budget Authority Approval \_\_\_\_\_



August 12, 2025

**SAFE AND CIVIL SCHOOLS TRAINING PROPOSAL**

For: Terri Walker, Superintendent

Cc: Joy Cogburn-Smith, Director of Curriculum and Instruction  
Northwest Arctic Borough School District, henceforth known as "District"  
Kotzebue, Alaska

Pacific Northwest Publishing, Inc.  
dba: Safe & Civil Schools  
21 W. 6<sup>th</sup> Avenue  
Eugene OR 97401  
(541) 345-1442 (541) 345-6431 fax

Prepared by:

Elizabeth Winford  
Director of Professional Development  
Safe & Civil Schools  
800.323.8819  
[Elizabeth@safeandcivilschools.com](mailto:Elizabeth@safeandcivilschools.com)



WEEK ONE OF FOUR

Service	Dates & Location	Fee
Foundations and a CHAMPS Site-Based Support Anticipated Trainer: Susan Isaacs*	Locations: Shungnak / Kobuk September 2, 3, 4 and 5, 2025	\$8,000.00 per day plus travel expenses (\$32,000.00 plus travel expenses)
Travel Fee	September 1, 2025	\$4,500.00
<b>TOTAL</b>		<b>\$36,500.00 plus travel expenses</b>

WEEK TWO OF FOUR

Service	Dates & Location	Fee
Foundations and a CHAMPS Site-Based Support Anticipated Trainer: Susan Isaacs*	Location: Noatak/Kotzebue September 8, 9, 10, 11 and 12, 2025	\$8,000.00 per day plus travel expenses (\$40,000.00 plus travel expenses)
Travel Fee	September 7, 2025	\$4,500.00
<b>TOTAL</b>		<b>\$44,500.00 plus travel expenses</b>



WEEK THREE OF FOUR

Service	Dates & Location	Fee
Foundations and a CHAMPS Site-Based Support  Anticipated Trainer: Susan Isaacs*	Locations: Deering/Kotzebue  October 20, 21, 22, 23, 24, 2025	\$8,000.00 per day plus travel expenses  (\$40,000.00 plus travel expenses)
Travel Fee	October 19, 2025	\$4,500.00
<b>TOTAL</b>		<b>\$44,500.00 plus travel expenses</b>

WEEK FOUR OF FOUR

Service	Dates & Location	Fee
Foundations and a CHAMPS Site-Based Support  Anticipated Trainer: Susan Isaacs*	Locations: Kiana/Noorvik  November 17, 18, 19, 20 and 21, 2025	\$8,000.00 per day plus travel expenses  (\$40,000.00 plus travel expenses)
Travel Fee	November 16, 2025	\$4,500.00
<b>TOTAL</b>		<b>\$44,500.00 plus travel expenses</b>



RANDY SPRICK'S  
**safe&civil**  
S C H O O L S



**SUMMARY TABLE**

<b>TOTAL FOR PAGE 2</b>	<b>\$81,000.00</b>
<b>TOTAL FOR PAGE 3</b>	<b>\$89,000.00</b>
<b>MATERIALS</b>	<b>TBD</b>
<b>TOTAL</b>	<b>\$170,00.00 plus materials</b>



## FEES

On-site services: \$6,000 per day plus travel expenses. If a flat rate is requested, \$8,600.00\* per day plus materials

Virtual services: \*\$6,000 per day (no travel expenses)

\*Exception to fees: When any of the following consultants are used, the fee will be \$8,000 per day plus travel expenses. These consultants are Jacob Edwards, Susan Isaacs, Tricia Skyles and Jessica Sprick. Should a flat rate be requested, the rate will be based upon \$10,600.00 for the first day and \$8,800.00 per any additional consecutive day. \*Virtual services are at the rate of \$8,000 per day (no travel expenses).

When travel requires more than 8 hours of flights: Should a full day be required for travel, an additional fee of \$4,500 will be required per trip.

## MATERIALS

Materials are offered at a discount from Ancora Publishing, in conjunction with consultation only. Books listed on the proposal of services are required per participant unless otherwise listed. District agrees to adhere to the copyright and order one book per person that will be attending services. Verification of purchase will take place no less than six weeks prior to the date of service: **DEADLINE: N/A**. If there is a failure to meet this requirement, Safe & Civil Schools reserves the right to cancel the service(s) and bill accordingly.

### Additional Fees:

When three or more trainers are assigned in any single quarter, Safe & Civil Schools applies a Large Group Initiative (LGI) coordination service fee of \$6,000 per quarter (October-December, January-March, April-June, July-September) in which services occur. Once a contract is fully executed, a lead trainer will be assigned to coordinate logistics, content, etc between the Entity and SCS.

### On-site Services Travel Policy:

If weekly COVID-19 case rates in your county are greater than 200/100,000 the training will be conducted virtually. There is no cancellation for elevated COVID-19 infection rates.

Should the District decide to book the day in anticipation of it being on-site and the number is and/or rises back up to the 200+ category, the fee remains at the quoted flat rate and the contracted services will immediately be shifted to a virtual delivery model. The event will be conducted on the scheduled date listed on the fully executed contract/RFP/PO.

Safe & Civil Schools reserves the right to return to a more restricted limit for in-person training if a new, more dangerous variant emerges or other highly communicable virus.



RANDY SPRICK'S  
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 S C H O O L S

**ancora**  
 P U B L I S H I N G

PREVIOUSLY PURCHASED FOR AUGUST 2024 SERVICES, FOR REFERENCE ONLY OR AS  
 ADDITIONAL REPLACEMENT COPIES ARE NEEDED

Service	Breakdown of Costs	Total
Materials For FOUNDATIONS (Required per campus)	Materials per campus:  Foundations (1) Teacher's Encyclopedia (5)	Quote can be obtained by contacting Jackie Hefner, <a href="mailto:jackie@ancorapublishing.com">jackie@ancorapublishing.com</a> .
Materials For CHAMPS (Required per person)	CHAMPS: A Proactive & Positive Approach to Classroom Management	7% shipping and handling applies to all orders.

*Specified materials are offered at a one-time 10% discount from **Ancora Publishing** in conjunction with training when shipped to a single location. All shipments are subject to a 7% shipping and handling fee.*

Pacific Northwest Publishing, Inc.  
 dba: Ancora Publishing



RANDY SPRICK'S  
**safe&civil**  
S C H O O L S

**ancora**  
P U B L I S H I N G

***CHAMPS: A Proactive & Positive Approach to Classroom Management (3rd ed.)***

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***Foundations***

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The Foundations videos are licensed for use in a single school.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-011

**FR:** Office of the Superintendent

**SUBJECT:** Approval of MOA Alaska  
Humanities Forum FY26

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the Board's approval of the 2025-2026 Memorandum of Agreement (MOA) with the Alaska Humanities Forum for a cost not to exceed \$ \$612,562.06

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

Alaska Humanities Forum (AKHF) will facilitate and oversee major components of the New Alaska Native Education Ilisautri Project, including managing the cultural Immersion (Culture Camp/Orientation) for new teachers, 2 gatherings in Kotzebue for C3 educators each year of the grant, and Partnership Meetings. This includes arranging and paying for travel costs associated with these activities. The total cost of these services, including partial salary/benefits for the AKHF C3 Program Director, Manager, and Coordinator, is \$612,562.06 for the 2025-2026 grant year (08/01/2025 to 07/31/2025)

Detailed Budget Included

Fully funded by Alaska Native Education C3 Ilisautri Grant Project

### **ALTERNATIVES:**

1. Approve the MOA Alaska Humanities Forum FY26 for the amount not to exceed \$612,562.06 as presented;
2. Disapprove the MOA Alaska Humanities Forum FY26 for the amount not to exceed \$612,562.06 as presented;
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the board approve the MOA Alaska Humanities Forum FY26 for the amount not to exceed \$612,562.06 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: ALASKA HUMANITIES FORUM MOA Control #: \_\_\_\_\_  
Name of Company Contact Brad Eisel for #

Address: 421 WEST 1ST AVENUE SUITE 200 ANCHORAGE AK 99501  
Street or POB City State Zip + four

(907) 770-8420 Kari Lovett <klovett@akhf.org>  
Area Code Phone # Fax # E-mail Address

Federal ID #: \_\_\_\_\_ Or Soc. Sec. #: \_\_\_\_\_ Alaska Business License #: 974062  
Enter without Dashes Enter without Dashes

08/01/2025 07/30/2026  W-9 Attached  W-9 Submitted Previously  
Start Date (mmdyy) End Date (mmdyy) Verify with Brad Eisel

Contractor Agrees To: Along with the attached Memorandum of Understanding (MOU), the contractor will consult with Superintendent Terri Walker regarding staffing should any changes occur during the project period to carry out grant activities. If needed the contractor will also provide a list of any qualified applicants for consideration for any open positions. Any non-consumable supplies will revert to the school district at the end of the project period.  
**If additional space is needed, indicate here**  **See attachment**

District Contact Person: Joy Cogburn-Smith Phone #: 907-442-1814 Ext \_\_\_\_\_  
Email Address: jcogburn@nwarctic.org Fax #: (907)

District Agrees To: In addition to the attached Memorandum of Understanding (MOU) the district will pay for all billed services in a timely manner  
**If additional space is needed, indicate here**  **See attachment**

Payment Terms: The consultant will submit service and expenses invoices to the district at least once a month for the amount of work, supplies or travel that has taken place within the specified timeframe.  
**If additional space is needed, indicate here**  **See attachment**

Enter Account Code as:	<u>XXX.XXX.XXX.XXX.410</u>	<u>Amount</u>
Account #:	<u>364.099.350.000.410</u>	<u>\$612,562.06</u>
	<b>Total:</b>	<u>\$612,562.06</u>

MOA Not to Exceed: \$612,562.06 Budget Authority Approval: \_\_\_\_\_

## Memorandum of Understanding (MOU)

Between

The Northwest Arctic Borough School District (NWABSD)

and the Alaska Humanities Forum (AKHF)

This Memorandum of Understanding (MOU) is made and entered into by and between The Northwest Arctic Borough School District (NWABSD), herein referred to as "Lead Fiscal Entity," and the Alaska Humanities Forum (AKHF), herein referred to as "Partner Organization."

### **Article 1: Purpose**

The purpose of this MOU is to establish a formal partnership between NWABSD and AKHF for the implementation of the Ilisautri Project (IL), aimed at increasing Alaska Native student achievement and engagement in Northwest Arctic (NWA) by decreasing educator turnover, improving school cultural responsiveness, and building strong school-community relationships through three core programs.

### **Article 2: Background**

Ilisautri, meaning "teacher" or "to teach" in Iñupiaq, represents a collaboration that leverages the strengths of both organizations to benefit the students and educators of NWA. The project will implement the following core programs:

**Creating Cultural Competence (C3) Model:** Implemented by AKHF, this program aims to increase the cultural competence of educators in their first through fifth years with NWABSD. Activities include direct mentorship, coursework, and participation in a local culture camp.

**EdRising Program:** NWABSD facilitates this program for high school students. Through intra-curricular activities and expanded program offerings, it aims to cultivate a cohort of future educators from the local community.

**Education Program at the Alaska Technical Center:** Developed by NWABSD, this program targets adults, especially paraprofessionals, supporting their pursuit of teacher certification through a cohort model involving virtual coursework, mentorship, and in-person gatherings.

### Article 3: Roles and Responsibilities

#### 3.1 NWABSD (Lead Fiscal Entity) Responsibilities:

Serve as the primary financial overseer for the Ilisautri Project.  
Implement the EdRising and Education Program at the Alaska Technical Center.  
Provide necessary support and resources to facilitate the programs under this MOU.  
Coordinate with AKHF to ensure program objectives are met.

#### 3.2 AKHF Responsibilities:

Implement the C3 model to enhance cultural competence among NWABSD educators.  
Collaborate with NWABSD in planning, execution, and evaluation of the C3 model.  
Provide expertise and resources for the successful execution of cultural competence training.

### Article 4: Financial Arrangements

The NWABSD, acting as the Lead Fiscal Entity, will manage all financial transactions and disbursements related to the Ilisautri Project. Both parties agree to comply with all financial reporting requirements and ensure transparency and accountability in the use of funds.

### Article 5: Term and Termination

This MOU shall be effective, beginning with the date of the last signature hereon, and if the grant is received, ending upon the expiration of the grant project period, or upon mutual agreement of the parties, whichever occurs first.

### Article 6: Amendments

This MOU may be amended or modified only by a written agreement signed by both parties.

### Article 7: Signatures

This MOU is executed as of the latest date of signature below and indicates the agreement of both NWABSD and AKHF to the terms outlined herein.

For the Northwest Arctic Borough  
School District

Name: Mrs. Terri Walker  
Title: Superintendent of Schools  
Date: 2/8/2024


Signature:

DocuSigned by:  
  
E75EE113972A4A0...

For the Alaska Humanities Forum

Name: Kameron Perez-Verdia  
Title: President & CEO  
Date: 2/8/2024

Signature:

DocuSigned by:  
  
6475279B301342F...

## AKHF Budget Narrative

### TOTAL

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Personnel	\$180,600.00	\$186,018.00	\$191,598.54
Fringe	\$71,337.00	\$73,477.11	\$75,681.42
Travel	\$66,893.50	\$139,875.55	\$150,492.93
Supplies	\$16,800.00	\$8,740.00	\$8,740.00
Contractual	\$89,725.00	\$91,725.00	\$91,725.00
Other	\$34,880.00	\$35,926.40	\$37,004.19
<b>Total Direct Costs</b>	<b>\$456,235.50</b>	<b>\$531,762.06</b>	<b>\$544,820.97</b>
Operational support fee (\$6,400 per month)	\$76,800.00	\$76,800.00	\$76,800.00
<b>TOTAL:</b>	<b>\$537,035.50</b>	<b>\$612,562.06</b>	<b>\$632,042.09</b>

**Overall Total: \$1,781,639.64**

### 1. PERSONNEL

#### **Personnel Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
President & CEO	\$20,600.00	\$21,218.00	\$21,854.54
C3 Program Director	\$40,000.00	\$41,200.00	\$42,436.00
C3 Program Manager	\$65,000.00	\$66,950.00	\$68,958.50
C3 Program Coordinator	\$55,000.00	\$56,650.00	\$58,349.50
<b>TOTAL</b>	<b>\$180,600.00</b>	<b>\$186,018.00</b>	<b>\$191,598.54</b>

#### **Personnel Detail:**

##### **President & CEO: (Y1-Y3: .1 FTE)**

The President & CEO, Kameron Perez-Verdia, will provide project oversight and leadership for AKHF's components of the project and ensure fidelity of implementation to the organization and to the project partnership. His salary is calculated with a 3% increase each year.

**C3 Program Director: (Y1-Y3: .5 FTE)**

The C3 Program Director, Julie Rowland, will supervise the C3 Program Manager, oversee partner relationship management, assist in planning and facilitating the Orientation, Debrief and Midyear gatherings, and attend partner meetings. Her salary is calculated with a 3% increase each year.

**C3 Program Manager: (Y1-Y3: 1 FTE)**

The C3 Program Manager (to be hired) will supervise the C3 Program Coordinator, be responsible for recruiting and onboarding of C3 participants, co-hosting monthly Ilisautri Project partner meetings, planning and facilitating Orientation, Debrief, and Midyear gatherings with input from partners, providing management of the Seminar course, drafting progress reports, and working directly with evaluators. Their salary is calculated with a 3% increase each year.

**C3 Program Coordinator: (Y1-Y3: 1 FTE)**

The C3 Program Coordinator (to be hired) will be responsible for recruiting and onboarding of C3 participants, handling logistics for teacher travel and gatherings, and supporting Orientation, Debrief, and Midyear gatherings, and the Seminar course. Their salary is calculated with a 3% increase each year.

**2. FRINGE**

**Fringe Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
President & CEO	\$8,137.00	\$8,381.11	\$8,632.54
C3 Program Director	\$15,800.00	\$16,274.00	\$16,762.22
C3 Program Manager	\$25,675.00	\$26,445.25	\$27,238.61
C3 Program Coordinator	\$21,725.00	\$22,376.75	\$23,048.05
<b>TOTAL</b>	<b>\$71,337.00</b>	<b>\$73,477.11</b>	<b>\$75,681.42</b>

Fringe Personnel costs include health and dental insurance, disability insurance, payroll taxes, unemployment insurance, and employer contributions to retirement plans. Like salaries, fringe is calculated at a 3% increase each year.

### **3. TRAVEL**

#### **Travel Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Cultural Immersion (Orientation, Camp, & Debrief) (Staff)	\$10,714	\$11,035	\$11,366
Cultural Immersion (Orientation, Camp, & Debrief) (Participants)	\$43,373	\$44,674	\$46,014
Cultural Immersion (Orientation, Camp, & Debrief) (Near Peer)	\$4,276	\$4,404	\$4,536
Mid-Year Gatherings (Staff)	\$0	\$8,352	\$8,603
Mid-Year Gatherings (Participants)	\$0	\$67,328	\$75,769
Ilisautri Project Team Meetings	\$3,963	\$4,082	\$4,204
Culture Camp Planning Meetings	\$4,568	\$0	\$0
<b>TOTAL</b>	<b>\$66,894</b>	<b>\$139,876</b>	<b>\$150,493</b>

#### **Travel Detail:**

**Y1: Cultural Immersion (Orientation, Camp, and Debrief) travel for 15 educators, 2 AKHF staff, and 2 Near Peers. No Midyear Gatherings. Ilisautri Project Team meeting travel for 3 AKHF staff. Culture Camp planning meeting for 2 AKHF staff.**

	<b>Unit Cost</b>	<b>Number of Units</b>	<b>Total</b>
<b>Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):</b>			
Educator airfare home to Kotzebue (RT)	\$1,400	15	\$21,000

Educator lodging + per diem in Kotzebue (Orientation, 2 nights/3 days)	\$553	15	\$8,295
Educator airfare Kotzebue to camp (RT)	\$481.50	15	\$7,223
Educator lodging + per diem in Kotzebue (Debrief, 1 night/2 days)	\$337	15	\$5,055
AKHF staff airfare ANC to Kotzebue (RT)	\$400	4	\$1,600
AKHF staff airfare Kotzebue to camp (RT)	\$481.50	4	\$1,926
AKHF staff lodging + per diem in Kotzebue (Orientation, 3 nights/4 days)	\$1,054	4	\$4,216
AKHF staff lodging + per diem in Kotzebue (Debrief, 2 nights/3 days)	\$743	4	\$2,972
Near peer travel from home community to Kotzebue (RT)	\$481.50	2	\$963
Near peer travel from Kotzebue to camp (RT)	\$481.50	2	\$963
Near peer lodging in Kotzebue (Orientation, 2 nights/3 days)	\$743	2	\$1,486

Near peer lodging in Kotzebue (Debrief, 1 night/2 days)	\$432	2	\$864
Lodging buffer in case of accommodations needs	\$300	6	\$1,800
<b>Partner meeting in Kotzebue (once/year)</b>			
AKHF staff airfare ANC to Kotzebue (RT)	\$400	3	\$1,200
AKHF staff lodging + per diem in Kotzebue (3 days/2 nights)	\$921	3	\$2,763
<b>Camp planning meetings in Kiana and Selawik (once/year)</b>			
AKHF staff airfare ANC to Kotzebue (RT)	\$400	2	\$800
AKHF staff airfare Kotzebue to Selawik (RT)	\$481.50	2	\$963
AKHF staff airfare Kotzebue to Kiana (RT)	\$481.50	2	\$963
AKHF staff lodging + per diem in Kotzebue (2 nights/3 days)	\$921	2	\$1,842
<b>TOTAL</b>			<b>\$66,893.50</b>

**Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):**

In Y1 (summer 2025), 15 educators (Cohort 1) will fly from their homes in the Continental USA to Kotzebue, Alaska, where they will stay for two nights/three days (budgeted at \$1400 per RT

ticket from Continental USA to Anchorage, and \$400 per RT ticket from Anchorage to Kotzebue; and \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food). The educators will then fly to culture camp in the Northwest Arctic Region, budgeted at \$481.50 per RT ticket from Kotzebue to camp. Educators will travel to one of two culture camps (Kiana/Selawik), depending on the “micro-region” where they will be teaching. After camp, educators will return to Kotzebue for one night/two days for Debrief (budgeted at \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food) before returning to their original points of departure. We include a \$1800 lodging buffer in case educators are not able to share rooms due to accessibility reasons. There will be two cycles of Orientation and Debrief, corresponding to the two camps, which will occur at different times during Summer 2025. Two AKHF staff will attend each Orientation and Debrief, as well as each culture camp to help ensure that the subsequent C3 programming connects to the educators’ camp experiences. AKHF staff will fly from Anchorage to Kotzebue (budgeted at \$400 per RT ticket), and stay in Kotzebue alongside program participants (budgeted at \$190 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. One Near Peer will also attend each Orientation, Camp, and Debrief alongside C3 participants. Near Peers are expected to travel to Kotzebue from within the region to participate in programming (budgeted at \$481.50 per RT ticket between their home community and Kotzebue). Near peers will also stay in Kotzebue alongside program participants (budgeted at \$120 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food).

**Midyear Gatherings:** There are no Midyear Gatherings planned during Y1.

**Partner meeting in Kotzebue (once/year)** In Y1, 3 AKHF staff working on the Ilisautri Project will fly from Anchorage to Kotzebue for 3 days of partner meetings (budgeted at \$400 per RT ticket, in addition to \$279 per night at the Nullagvik Hotel and \$121 per day for per diem). The Nullagvik Hotel is the only hotel in Kotzebue. These meetings will help build in-person connections between AKHF and NWABSD staff, and provide time to engage in more in-depth planning and conversations.

**Camp planning meetings in Kiana and Selawik (once/year):** In Y1, 2 AKHF staff working on the Ilisautri Project will fly to the Northwest Arctic for 5 days of culture camp planning meetings with each camp. Staff will fly from Anchorage to Kotzebue (\$400 per RT ticket), and travel from Kotzebue to Kiana for one day of meetings and Kotzebue to Selawik for one day of meetings (each RT flight budgeted at \$481.50). There are no direct flights between Kiana and Selawik, necessitating a return to Kotzebue. Staff will spend 2 nights and 3 days in Kotzebue in between travel (budgeted at \$279 per night at the Nullagvik Hotel and \$121 per day for per diem). These

meetings will allow staff to familiarize with camp staff and resources prior to arriving with C3 participants.

**Y2: Cultural Immersion Camp travel for 15 educators, 2 AKHF staff, and 2 Near Peers. Two Midyear Gatherings (includes Cohorts 1 and 2). Ilisautri Project Team meeting travel for 3 AKHF staff.**

*\*Note that all travel costs in Y2 are budgeted with 3% inflation over Y1 assumed.*

	Unit Cost	Number of Units	Total
<b>Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year)</b>			
Educator airfare home to Kotzebue (RT)	\$1,442	15	\$21,630
Educator lodging + per diem in Kotzebue (Orientation, 2 nights/3 days)	\$570	15	\$8,544
Educator airfare Kotzebue to camp (RT)	\$496	15	\$7,439
Educator lodging + per diem in Kotzebue (Debrief, 1 night/2 days)	\$347	15	\$5,207
AKHF staff airfare ANC to Kotzebue (RT)	\$412	4	\$1,648
AKHF staff airfare Kotzebue to camp (RT)	\$496	4	\$1,984

AKHF staff lodging + per diem in Kotzebue (Orientation, 3 nights/4 days)	\$1,086	4	\$4,342
AKHF staff lodging + per diem in Kotzebue (Debrief, 2 nights/3 days)	\$765	4	\$3,061
Near peer travel from home community to Kotzebue (RT)	\$496	2	\$992
Near peer travel from Kotzebue to camp (RT)	\$496	2	\$992
Near peer lodging in Kotzebue (Orientation, 2 nights/3 days)	\$765	2	\$1,531
Near peer lodging in Kotzebue (Debrief, 1 night/2 days)	\$445	2	\$890
Lodging buffer in case of accommodations needs	\$309	6	\$1,854
<b>Midyear Gatherings in Kotzebue (twice/year).</b>			
Educator airfare community to Kotzebue (RT)	\$455	54	\$24,557

Educator lodging + per diem in Kotzebue (3 nights/4 days)	\$792	54	\$42,772
AKHF staff airfare ANC to Kotzebue (RT)	\$412	4	\$1,648
AKHF staff lodging + per diem in Kotzebue (5 nights/6 days)	\$1,676	4	\$6,704
<b>Partner meeting in Kotzebue (once/year)</b>			
AKHF staff airfare ANC to Kotzebue (RT)	\$412	3	\$1,236
AKHF staff lodging + per diem in Kotzebue (2 nights/ 3 days)	\$949	3	\$2,846
<b>TOTAL</b>			<b>\$139,875.55</b>

**Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):**

In Y2 (summer 2026), 15 educators (Cohort 2) will fly from their homes in the Continental USA to Kotzebue, Alaska, where they will stay for two nights/three days (\$1400 per RT ticket from Continental USA to Anchorage, and \$400 per RT ticket from Anchorage to Kotzebue; and \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food). The educators will then fly to culture camp in the Northwest Arctic Region, budgeted at \$481.50 per RT ticket from Kotzebue to camp. Educators will travel to one of two culture camps (Kiana/Selawik), depending on the “micro-region” where they will be teaching. After camp, educators will return to Kotzebue for one night/two days for Debrief (budgeted at \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food) before returning to their original points of departure. We include a \$1800 lodging buffer in case educators are not able to share rooms due to accessibility reasons. There will be two cycles of Orientation and Debrief, corresponding to the two camps, which will occur at different times during Summer 2026. Two AKHF staff will attend each Orientation and Debrief,

as well as each culture camp to help ensure that the subsequent C3 programming connects to the educators' camp experiences. AKHF staff will fly from Anchorage to Kotzebue (\$400 per RT ticket), and stay in Kotzebue alongside program participants (\$190 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. One Near Peer will also attend each Orientation, Camp, and Debrief alongside C3 participants. Near Peers are expected to travel to Kotzebue from within the region to participate in programming (budgeted at \$481.50 per RT ticket between their home community and Kotzebue). Near peers will also stay in Kotzebue alongside program participants (budgeted at \$120 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food). *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y1 assumed.*

**Midyear Gatherings (twice/year):** During Y2, there will be two 3 night/4 day Midyear Gatherings for C3 educators: one in Kotzebue in October, and one in Kotzebue in March. Because Midyear Gatherings include all C3 cohorts, we assume 27 educators will attend in October and 27 educators will attend in February. Educator round-trip airfare to both communities is budgeted at \$481.50 per person. Lodging is budgeted at \$190 per night and per diem per educator is budgeted at \$121 per night. Two AKHF staff will attend each Midyear Gathering. Staff will fly from Anchorage to Kotzebue (budgeted at \$400 RT) and stay alongside participants (budgeted at \$190 per night for lodging and \$121 per day for per diem). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y1 assumed.*

**Partner meetings in Kotzebue (once/year):** In Y2, 3 AKHF staff working on the Ilisautri Project will fly from Anchorage to Kotzebue for 3 days of partner meetings (budgeted at \$400 per RT ticket, in addition to \$279 per night at the Nullagvik Hotel and \$121 per day for per diem). The Nullagvik Hotel is the only hotel in Kotzebue. These meetings will help build in-person connections between AKHF and NWABSD staff, and provide time to engage in more in-depth planning and conversations. *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y1 assumed.*

**Y3: Cultural Immersion Camp travel for 15 educators, 2 AKHF staff, and 2 Near Peers. Two Midyear Gatherings (includes Cohorts 1, 2 and 3). Ilisautri Project Team meeting travel for 3 AKHF staff.**

*\*Note that all travel costs in Y3 are budgeted with 3% inflation over Y2 assumed.*

	Unit Cost	Number of Units	Total
<b>Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):</b>			
Educator airfare home to Kotzebue (RT)	\$1,485	15	\$22,279
Educator lodging + per diem in Kotzebue (Orientation, 2 nights/3 days)	\$587	15	\$8,800
Educator airfare Kotzebue to camp (RT)	\$511	15	\$7,662
Educator lodging + per diem in Kotzebue (Debrief, 1 night/2 days)	\$358	15	\$5,363
AKHF staff airfare ANC to Kotzebue (RT)	\$424	4	\$1,697
AKHF staff airfare Kotzebue to camp (RT)	\$511	4	\$2,043
AKHF staff lodging + per diem in Kotzebue (Orientation, 3 nights/4 days)	\$1,118	4	\$4,473

AKHF staff lodging + per diem in Kotzebue (Debrief, 2 nights/3 days)	\$788	4	\$3,153
Near peer travel from home community to Kotzebue (RT)	\$511	2	\$1,022
Near peer travel from Kotzebue to camp (RT)	\$511	2	\$1,022
Near peer lodging in Kotzebue (Orientation, 2 nights/3 days)	\$788	2	\$1,576
Near peer lodging in Kotzebue (Debrief, 1 night/2 days)	\$458	2	\$917
Lodging buffer in case of accommodations needs	\$318	6	\$1,910
<b>Midyear Gatherings in Kotzebue (twice/year).</b>			
Educator airfare community to Kotzebue (RT)	\$468	59	\$27,635
Educator lodging + per diem in Kotzebue (3 nights/4 days)	\$816	59	\$48,134

AKHF staff airfare ANC to Kotzebue (RT)	\$424	4	\$1,697
AKHF staff lodging + per diem in Kotzebue (5 nights/6 days)	\$1,726	4	\$6,905
<b>Partner meeting in Kotzebue (once/year)</b>			
AKHF staff airfare ANC to Kotzebue (RT)	\$424	3	\$1,273
AKHF staff lodging + per diem in Kotzebue (2 nights/ 3 days)	\$977	3	\$2,931
		<b>TOTAL</b>	<b>\$150,492.93</b>

**Cultural Immersion (Orientation/Culture Camp/Debrief) in Northwest Arctic (twice/year):**  
In Y3 (summer 2027), 15 educators (Cohort 3) will fly from their homes in the Continental USA to Kotzebue, Alaska, where they will stay for two nights/three days (budgeted at \$1400 per RT ticket from Continental USA to Anchorage, and \$400 per RT ticket from Anchorage to Kotzebue; and \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food). The educators will then fly to culture camp in the Northwest Arctic Region, budgeted at \$481.50 per RT ticket from Kotzebue to camp. Educators will travel to one of two culture camps (Kiana/Selawik), depending on the “micro-region” where they will be teaching. After camp, educators will return to Kotzebue for one night/two days for Debrief (budgeted at \$95 per night for a shared room at the Alaska Technical Center housing and \$121 per day for per diem and food) before returning to their original points of departure. We include a \$1800 lodging buffer in case educators are not able to share rooms due to accessibility reasons. There will be two cycles of Orientation and Debrief, corresponding to the two camps, which will occur at different times during Summer 2027. Two AKHF staff will attend each Orientation and Debrief, as well as each culture camp to help ensure that the subsequent C3 programming connects to the educators’ camp experiences. AKHF staff will fly from Anchorage to Kotzebue (budgeted at \$400 per RT ticket), and stay in Kotzebue alongside program participants (budgeted at \$190 per night for a single room at the Alaska Technical Center and \$121 per day for per diem

and food). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. One Near Peer will also attend each Orientation, Camp, and Debrief alongside C3 participants. Near Peers are expected to travel to Kotzebue from within the region to participate in programming (budgeted at \$481.50 per RT ticket between their home community and Kotzebue). Near peers will also stay in Kotzebue alongside program participants (budgeted at \$120 per night for a single room at the Alaska Technical Center and \$121 per day for per diem and food). *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y2 assumed.*

**Midyear Gatherings in Kotzebue (twice/year):** During Y3, there will be two 3 night/4 day Midyear Gatherings for C3 educators: one in Kotzebue in October, and one in Kotzebue in March. Because Midyear Gatherings include all C3 cohorts, we assume 22 educators will attend in October and 37 educators will attend in February. Educator round-trip airfare to both communities is budgeted at \$481.50 per person. Lodging is budgeted at \$190 per night and per diem per educator is budgeted at \$121 per night. Two AKHF staff will attend each Midyear Gathering. Staff will fly from Anchorage to Kotzebue (budgeted at \$400 RT) and stay alongside participants (budgeted at \$190 per night for lodging and \$121 per day for per diem). AKHF staff will arrive in Kotzebue one day before educators arrive to allow for set up, and will stay one day after educators leave to allow for supplies break down. *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y2 assumed.*

**Partner meeting in Kotzebue (once/year):** In Y3, 3 AKHF staff working on the Ilisautri Project will fly from Anchorage to Kotzebue for 3 days of partner meetings (budgeted at \$400 per RT ticket, in addition to \$279 per night at the Nullagvik Hotel and \$121 per day for per diem). The Nullagvik Hotel is the only hotel in Kotzebue. These meetings will help build in-person connections between AKHF and NWABSD staff, and provide time to engage in more in-depth planning and conversations. *Note that all travel costs reflected in table above are budgeted with 3% inflation over Y2 assumed.*

**4. SUPPLIES**

**Supplies Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Office supplies	\$800.00	\$800.00	\$800.00
Technology supplies	\$4,000.00	\$500.00	\$500.00
Midyear Gathering supplies	\$500.00	\$500.00	\$500.00

Workshop Supplies	\$2,000.00	\$2,000.00	\$2,000.00
C3 Seminar supplies	\$2,000.00	\$2,000.00	\$2,000.00
Camp supplies	\$7,500.00	\$2,940.00	\$2,940.00
<b>TOTAL</b>	<b>\$16,800.00</b>	<b>\$8,740.00</b>	<b>\$8,740.00</b>

**Program Supplies Details:**

**Office supplies:** General office supplies include pens, paper, markers, flip charts, and other consumables necessary for *Ilisautri* staff to complete the day-to-day duties of their jobs.

**Technology supplies:** Computer supplies include laptops and IT supplies such as software licenses, discs, and flash drives for two *Ilisautri* staff workstations (budgeted at \$2,000 per staff). These supplies are necessary for *Ilisautri* staff to complete the day-to-day duties of their jobs.

**Midyear Gathering supplies:** Midyear Gathering supplies include materials required for participation in activities and conversations, including books and craft supplies.

**Workshop supplies:** Workshop supplies include materials required for full-day workshops conducted during the Multicultural Studies Seminar. Workshops are intensives that support educators to consider their roles and responsibilities as new community members. Supplies will include materials required to participate in the experience, including workbooks.

**C3 Seminar supplies:** C3 Seminar supplies include materials required for participation in the Multicultural Studies Seminar offered by the University of Alaska Anchorage, including textbooks, books, and materials for activities and conversations such as projects with Elders.

**Camp supplies:** Camp supplies include materials participants will need to attend and participate in the culture camp experience. These include tents (8 x \$200) and air mattresses (16 x \$250). Participants will be given water bottles for camp (\$30 x 48) and the program will provide camp consumables including rope, tape, bug repellent, etc. (\$500 per year). Note: Camp supply amounts in Y2 and Y3 are smaller for tents and mattresses, intended only to replace broken or unusable gear purchased in Y1.

**5. CONTRACTUAL**

**Contractual Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Community advisory group	\$4,000.00	\$4,000.00	\$4,000.00

Kotzebue coordinator	\$3,600.00	\$3,600.00	\$3,600.00
Culture Bearer honoraria	\$1,000.00	\$3,000.00	\$3,000.00
Camp contracts	\$60,000.00	\$60,000.00	\$60,000.00
C3 course fees	\$1,125.00	\$1,125.00	\$1,125.00
C3 course instructors	\$18,000.00	\$18,000.00	\$18,000.00
Near Peers	\$2,000.00	\$2,000.00	\$2,000.00
<b>TOTAL</b>	<b>\$89,725.00</b>	<b>\$91,725.00</b>	<b>\$91,725.00</b>

### **Contractual Details:**

**Community advisory group:** NWABSD and AKHF will assemble an 8-member community advisory group to provide continued direction on the project, to include students, educators, Elders, and other community members with a connection to education. To allow participation from across the Northwest Arctic, the advisory group will convene virtually twice per year. Members will receive \$500 per year for their participation in support of the project.

**Kotzebue coordinator:** The Kotzebue coordinator will be a Contractor located in Kotzebue who will support on-the-ground logistics and planning for Orientation, Culture Camp, Debrief, and Midyear Gatherings. They are budgeted at a rate of \$40/hour. Annually, the Kotzebue coordinator will spend 50 hours coordinating orientation, culture camp, and debrief logistics, and 40 hours coordinating Midyear Gathering logistics. Through over a decade of experience with C3 programming, AKHF has found that an on-the-ground contractor is essential to properly coordinating logistics and building vendor relationships for programming that takes place in Kotzebue.

**Culture Bearer honoraria:** \$500 per honoraria per year is budgeted for Culture Bearers and guests who join the C3 pre-camp Orientation, post-camp Debrief, and Midyear Gatherings. In Y1, 2 Culture Bearers will participate in programming. In Y2 and Y3, 4 Culture Bearers will participate in programming. Culture Bearers provide vital perspective and information that enhances the C3 experience for participants.

**Camp contracts:** Culture camp is a core component of the C3 summer experience, offering educators the opportunity to experience traditional subsistence activities, and observe how Elders teach and students learn. \$60,000 will cover contracts with both the Kiana Elders Camp and the Selawik Science & Culture Camp to implement a culture camp annually that C3 participants can attend. Contracts include recruiting students to participate in camp.

**C3 Course Fees and C3 Course Instructors:** Each year, 15 C3 educators take the Multicultural Studies Seminar, offered by the University of Alaska Anchorage (UAA) School of Education. This course is a core component of the C3 experience, offering educators the opportunity to learn about the Northwest Arctic region, deepen their cultural competency, and build community connections. A \$75 per course per participant enrollment fee is budgeted for the Seminar. This is a special rate offered to AKHF by the University of Alaska Anchorage (UAA). Additionally, \$9,000 per instructor per year is budgeted for two co-instructors, who will be contracted to teach the Multicultural Studies Seminar through UAA.

**Near Peers:** Each year, two Near Peers will be offered a \$1000 stipend for their time supporting and mentoring C3 participants during Orientation, Camp, and Debrief. As alums of the program, Near Peers provide essential additional context and mentorship for participants.

## **6. OTHER**

### **Other Total:**

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>
Printing	\$500.00	\$515.00	\$530.45
Postage and shipping	\$4,000.00	\$4,120.00	\$4,243.60
Insurance	\$5,000.00	\$5,150.00	\$5,304.50
Facilities	\$24,000.00	\$24,720.00	\$25,461.60
Subscriptions	\$1,380.00	\$1,421.40	\$1,464.04
<b>TOTAL</b>	<b>\$34,880.00</b>	<b>\$35,926.40</b>	<b>\$37,004.19</b>

### **Other Details:**

**Printing:** \$500 is budgeted for printing of recruitment and promotional materials necessary to enroll participants in C3. Costs are budgeted with 3% inflation assumed each year.

**Postage and Shipping:** \$4,000 is budgeted for shipping of essential supplies to culture camps and Kotzebue (for Midyear Gatherings). Shipping to the Northwest Arctic in advance is typically cheaper than flying with materials. Costs are budgeted with 3% inflation assumed each year.

**Insurance:** \$5,000 per year is budgeted to provide insurance for C3 participants during culture camp programming and is expected to be provided through Great American Insurance. Costs are budgeted with 3% inflation assumed each year.

**Facilities:** \$24,000 is budgeted for office space for staff members to conduct the program activities and to provide adequate storage for program equipment and supplies. These costs are calculated at total square footage used for grant program work divided by the total FTEs to get a square footage. Costs are budgeted with 3% inflation assumed each year.

**Subscriptions:** \$1,300 per year is budgeted for the online booking appointment software for teacher participants and AKHF staff to conduct interviews prior to the program. Costs are budgeted with 3% inflation assumed each year.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-012

**FR:** Office of the Superintendent

**SUBJECT:** Approval of MOA National  
Institute for Excellence in  
Teaching (NIET) FY26

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of the 2025-2026 Memorandum of Agreement (MOA) with the National Institute for Excellence in Teaching (NIET) for a cost not to exceed \$165,000

**BACKGROUND AND/OR PERTINENT INFORMATION:**

National Institute for Excellence in Teaching (NIET) will support the District's implementation of the Comprehensive State Literacy Grant for \$165,000 for the 2025-2026 grant year (08/01/2025 to 06/30/2026)

Detailed Overview of Services Attached

Funded by grant fund 305, Comprehensive State Literacy Grant (CLSD) (\$154,420) and Quality Schools Grant (\$10,580)

**ALTERNATIVES:**

1. Approve the MOA National Institute for Excellence in Teaching (NIET) FY26 for the amount not to exceed \$165,000 as presented;
2. Disapprove the MOA National Institute for Excellence in Teaching (NIET) FY26 for the amount not to exceed \$165,000 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of MOA National Institute for Excellence in Teaching (NIET) FY26 for the amount not to exceed \$165,000 as presented.

## Appendix A

Name	Description	Quantity	Price	Extended Cost
Onsite/Virtual Coaching and Support Year 1 – District Implementation of Systems Support	Through onsite or virtual coaching and support, educators work alongside NIET specialists to transfer and apply best practices into unique individual school settings. NIET's strengths-based coaching and support focuses on reflection and the effective implementation of key concepts and strategies learned through NIET trainings (e.g. instructional excellence, effective professional learning, leadership teams, observation and feedback, evaluation, teacher leadership, curriculum alignment). Specific focus areas will be determined in consultation with the district partners.	4	\$3,000.00	\$12,000.00
NIET Consulting Services Year 1- Development of Literacy Plan	Through onsite or virtual support, Senior NIET Leaders will provide professional advice, guidance, and actionable solutions to school/district leaders aligned to individual needs. (e.g. strategic planning and tailored school/district improvement strategies) Specific focus areas will be determined in consultation with the school/district partners.	4	\$3,000.00	\$12,000.00
Effectively Using Student Work to Make Instructional Decisions Year 1	How can the analysis of student work samples guide our instruction? In this one-day training targeting career teachers and teacher leaders, participants will apply a standards-driven student work analysis process to examine student work samples alongside criteria. Participants will use the data from their analyses to understand student progress and make intentional instructional decisions to propel student learning forward. Participants will leave with a deep understanding of the power of student work analysis.	1	\$3,000.00	\$3,000.00
Instructional Leadership Team Training Year 1	In this two-day training, educators will learn the purpose and structure of a school-based instructional leadership team and how the actions of the team can build collective efficacy. Participants will reflect on the actions of highly effective school leaders and develop their own skills to ensure instructional leadership team meetings impact teaching and student learning. As instructional leadership teams develop, participants will reflect on leveraging each members' strength to ensure the team operates at a high level. Throughout the training, participants will make connections to their own school's needs and will leave with specific, aligned plans to implement at their school.	1	\$6,000.00	\$6,000.00

Professional Learning: The Cluster Meeting Training Year 1	How can professional learning be designed and delivered to promote reflective collaboration that leads to educator growth and student growth? In this two-day training, participants will know and be able to implement professional learning structures that support adult learning and develop teacher collective efficacy. Participants will examine the Five Steps of Effective Learning protocol and how these five steps can structure professional learning to support classroom application. Participants will apply their new learning by planning a future cluster meeting based on their current teacher and student needs.	1	\$6,000.00	\$6,000.00
Onsite/Virtual Coaching and Support Year 1 - Three days per school	Through onsite or virtual coaching and support, educators work alongside NIET specialists to transfer and apply best practices into unique individual school settings. NIET's strengths-based coaching and support focuses on reflection and the effective implementation of key concepts and strategies learned through NIET trainings (e.g. instructional excellence, effective professional learning, leadership teams, observation and feedback, evaluation, teacher leadership, curriculum alignment). Specific focus areas will be determined in consultation with the district partners.	42	\$3,000.00	\$126,000.00

# 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: National Institute for Excellence in Teaching MOA Control #: \_\_\_\_\_  
Name of Company Contact Brad Eisel for #

Address: 7333 EAST DOUBLETREE RANCH RD. STE 250 Scottsdate AR 85258  
Street or POB City State Zip + four

907-562-2608 tnibert@GoPSI.com  
Area Code Phone # Fax # E-mail Address

Federal ID #: \_\_\_\_\_ Or Soc. Sec. #: \_\_\_\_\_ Alaska Business License #: 77751  
Enter without Dashes Enter without Dashes

08/01/2026 6/30/2026  W-9 Attached  W-9 Submitted Previously  
Start Date (mmdyy) End Date (mmdyy) Verify with Brad Eisel

Contractor Agrees To: Year 1 of a five-year partnership with the National Institute for Excellence in Teaching (NIET) to deliver comprehensive professional learning, leadership training, and instructional coaching across the district. Year 1 Scope of Work attached.

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

District Contact Person: Joy Cogburn-Smith Phone #: 907-442-1814 Ext \_\_\_\_\_  
Email Address: jcogburn@nwarctic.org Fax #: (907)

District Agrees To: Pay for all billed services in a timely manner.  
**If additional space is needed, indicate here**  **See attachment**

Payment Terms: The consultant will submit service and expenses invoices to the district for payment in a timely manner  
**If additional space is needed, indicate here**  **See attachment**

Enter Account Code as:	<u>XXX.XXX.XXX.XXX.410</u>	<u>Amount</u>
Account #:	<u>100.099.350.050.410</u>	<u>\$ 10,580</u>
Account #:	<u>305.099.350.226.410</u>	<u>\$ 154,420</u>
	<b>Total:</b>	<u>\$165,000.00</u>

MOA Not to Exceed: \$ 165,000 Budget Authority Approval: \_\_\_\_\_

**MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**FR:** Office of the Superintendent

**NUMBER:** 26-013

**SUBJECT:** Approval of MOA  
Addendum Karen McCain  
FY26

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's Approval of the Memorandum of Agreement (MOA) Addendum with Karen McCain of McCain Services for a total amount not to exceed \$202,327.17

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Karen McCain of McCain Services serves as Project Evaluator for the District's Federal Grants. In addition to finding grant opportunities and assisting the district in writing grant proposals, her duties include evaluating and overseeing existing federal grant projects, data entry, and completing all required Federal Performance Reports. The MOA addendum, which includes travel, is for a total of \$202,327.17

Funding for MOA	
General Grant Writing (general fund) Used when working on new grant applications only	\$15,000.00
Literacy Connection (LIT) Federal Grant (\$1,098,344) 7/01/2025 to 6/30/2026	\$59,996.72
Native Youth in Action (NYIA) Federal Grant (\$908,261) 7/01/2025 to 6/30/2026	\$31,621.05
Our Youth Positive Visions for the Future (OYVF) Federal Grant (\$1,391,733) 7/01/2025 to 6/30/2026	\$28,909.40
Alaska Native Education Ilisautri Project (\$1,186,243.00) 08/01/2025 to 7/31/2026	\$35,300.00
Iñupiatun Ilisaqta Project (TIIP) (\$509,007.00) 7/02/2025 to 7/01/2026	\$31,500.00
Total	\$202,327.17

The grants Karen McCain assists the district in managing for the FY26 (including carryover) total \$5,934,554.00. Her outside evaluator costs for those grants equals 3.42%.

**ALTERNATIVES:**

1. Approve of MOA Addendum for Karen McCain FY26 for the amount not to exceed \$202,327.17 as presented;
2. Disapprove of MOA Addendum for Karen McCain FY26 for the amount not to exceed \$202,327.17 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of MOA Addendum for Karen McCain FY26 for the amount not to exceed \$202,327.17 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: Karen McCain—McCain Services MOA Control #: \_\_\_\_\_  
Name of Company Contact Brad Eisel for #

Address: PO BOX 520505 Big Lake AK 99652-0505  
Street or POB City State Zip + four

907 230-5005 kmccain@nwarctic.org, mccain@alaska.net  
Area Code Phone # Fax # E-mail Address

Federal ID #: \_\_\_\_\_ Or Soc. Sec. #: \_\_\_\_\_ Alaska Business License #: \_\_\_\_\_  
Enter without Dashes Enter without Dashes

07/01/2025 06/30/2026  W-9 Attached  W-9 Submitted Previously  
Start Date (mmddyy) End Date (mmddyy) Verify with Brad Eisel

Contractor Agrees To: The contractor will assist in researching and will assist in the writing of grants to support the district's improvement efforts. To provide outside evaluator services for the OYVF, LIT, NYIA, TIIP, and IIsautri Project grants, including all applicable travel costs.

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

District Contact Person: Joy Cogburn-Smith Phone #: 907-442-1814 Ext \_\_\_\_\_  
Email Address: jcogburn@nwarctic.org Fax #: (907)

District Agrees To: Pay for all billed services in a timely manner, contractor is also provided a school district laptop for district related work and has access to district technology services as required as a contractor.

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

Payment Terms: The consultant will submit service and expenses invoices to the district at least every 2 months for the amount of work or travel that has taken place within the specified timeframe The last invoice for services will be provided on or before June 30, 2026.

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

Enter Account Code as:	XXX.XXX.XXX.XXX.410	Amount
Account #:	<u>100.099.510.000.410</u>	<u>\$15,000.00</u>
Account #:	<u>353.099.350.224.410</u>	<u>\$30,196.72</u>
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	<b>Total:</b>	<b>\$45,196.72</b>

MOA Not to Exceed: \$45,196.72

Budget Authority Approval: \_\_\_\_\_

DocuSigned by:  
Joy Cogburn-Smith  
91C7A1D91F9A4F3...

**Additional Conditions/Provisions**

**A - GENERAL INFORMATION**

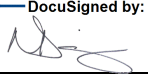
1. All associated costs, not limited to fees and reimbursables, must be included in the MOA. All MOA's for more than \$50,000 require prior School Board approval before Contractor provides any service. (BP 3312)
2. The account to be charged must be determined and approved by the individual with budget 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.**


Natalie Dickey  
 Administrative Services – Fiscal Approval

DocuSigned by:  
  
 Director's Signature Date (mm/dd/yy) 7/25/2025

Terri Walker  
 Superintendent –Authorized Signer NWABSD

DocuSigned by:  
  
 Superintendent's Signature Date (mm/dd/yy) 7/29/2025

Karen McCain—McCain Services  
 Contractor

DocuSigned by:  
  
 Contractor's Signature Date (mm/dd/yy) 7/29/2025

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**ADDENDUM TO  
MEMORANDUM OF AGREEMENT**

MOA # 226026MOA

Between

Contractor Name: Karen McCain—McCain Services

Address: PO Box 520505

Big Lake, AK 99652-0505

and

**Northwest Arctic Borough School District**

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

	<u>Amount</u>
Account #: <u>100.099.510.000.410</u>	<u>\$15,000.00</u>
Account #: <u>353.099.350.000.410</u>	<u>\$59,996.72</u>
Account #: <u>354.099.350.000.410</u>	<u>\$31,621.05</u>
Account #: <u>367.099.320.000.410</u>	<u>\$28,909.40</u>
Account #: <u>365.099.350.000.410</u>	<u>\$35,300.00</u>
Account #: <u>366.099.350.000.410</u>	<u>\$31,500.00</u>
<b>NEW MOA Total:</b>	<u>\$202,327.17</u>

Budget Authority Approval: \_\_\_\_\_

**Contractor Additionally Agrees:**

MOA is addended to include all contracted services for the 2025-2026 school year continuation grant fundings as specified above.

**District Additionally Agrees:**

Pay for all billed services in a timely manner, contractor is also provided a school district laptop for district related work and has access to district technology services as required as a contractor.

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

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**FR:** Office of the Superintendent

**NUMBER:** 26-014

**SUBJECT:** Approval of University of  
Alaska-ANSEP Costs for  
the 2025-2026 School  
Year

### **ABSTRACT:**

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

### **ISSUE:**

At issue is the Board's approval for the payment of services to the University of Alaska Anchorage for the ANSEP Middle School Academy (\$160,000), Acceleration Academy (\$65,000), and STEM Ready (\$30,000) in the amount not to exceed \$250,000 for the 2025-2026 school year.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

Each school year, middle school students across the district participate in the Middle School Academy through the University of Alaska Anchorage's Alaska Native Science and Engineering Program (ANSEP). The cost includes salaries, benefits, services, airfare, and supplies, totaling \$160,000 for 54 students.

Acceleration Academy for up to 20 students; Acceleration Academy (Full-Time) is a full school day opportunity during the academic year. Students in grades 9 through 12 take free University courses and earn three years of college credits towards any degree by high school graduation. The cost includes tuition and fees for up to 20 students for \$60,000.

ANSEP STEM Ready Academy engages our fifth-grade students with hands-on Science, Technology, Engineering, and Mathematics (STEM) career exploration projects. These sessions are school district-specific. The cost includes salaries, benefits, services, and supplies for up to 30 students for \$30,000.

*Funding: Native Youth in Action (NYIA) Fund 354*

### **ALTERNATIVES:**

1. Approval of University of Alaska-ANSEP Costs for the 2025-2026 School Year not to exceed \$250,000, as presented.
2. Disapproval of University of Alaska-ANSEP Costs for the 2025-2026 School Year not to exceed \$250,000, as presented.
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of University of Alaska-ANSEP Costs for the 2025-2026 School Year not to exceed \$250,000, as presented.

**MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-015

**FR:** Office of the Superintendent

**SUBJECT:** Approval of 26 NMS  
Food Service Addendum  
K-12 Sites

**ABSTRACT:**

Board approval is required for all service contracts over \$50,000.

**ISSUE:**

At issue is the approval of the Food Service Contract between NWABSD and NANA Management LLC (NMS) for Fiscal Year 2025-2026.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The School District and NANA Management Services currently have a contract through FY26 for the NWABSD Food Service Program. See below for the current and proposed pricings:

<b>Meal</b>	<b>Current Pricing</b>	<b>Pricing for FY26</b>	<b>Increase</b>
Breakfast	\$5.28	\$5.53	4.7%
Lunch	\$9.76	\$10.22	4.7%
Seconds	\$3.50	\$3.50	0%

The breakfast and lunch meals are partially reimbursed through the National School Lunch Program, Summer Food Service Program, or Single Summer Option. The District is not reimbursed for seconds; therefore, those costs are supported by the District's food service program which in a typical year is a transfer from the general operating fund. Based upon the FY25 meal counts, we are estimating this cost increase to be approximately \$105,000.00. See attached monthly breakdown for more information.

**FUNDING:**

Food Service for FY26 is not currently included in the FY26 budget, pending Board direction, but a proposed Transfer Out for FY26 in the amount of \$500,000.00. The Business Office has not yet finalized the Transfers Out expenditures for the Food Service fund but is estimating the Transfer Out at approximately \$1,200,000.00 for FY25.

**ALTERNATIVES:**

1. Approve the 26 NMS Food Service Addendum K-12 Sites, as presented.
2. Disapprove the 26 NMS Food Service Addendum K-12 Sites, as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The Administration recommends the Board approve the 26 NMS Food Service Addendum K-12 Sites, as presented.

**ATTACHMENT:**

NANA Management Services Addendum 5 Food Service Contract  
FY25 Meal Counts by month with projected contract increase

**ADDENDUM 5**  
**Food Service Contract**  
**with**  
**Northwest Arctic Borough School District**

This Addendum No. 5 to the "Food Service Contract" entered into by and between NANA Management Services, LLC ("NMS") and Northwest Arctic Borough School District ("the School District"), is effective **July 1, 2025**.

In consideration of the mutual promises set out in the Agreement, the Parties enter into this Addendum, effective upon the date first written above.

**The following changes are made to the Agreement:**

**3.1) Term of Agreement:**

Agreement is amended to reflect commencement of Renewal Year Four (4 of 4) with period of performance: July 1, 2025, to June 30, 2026, unless sooner terminated in accordance with the terms of the Agreement.

**7.1) Fixed Meal Prices For Traditional Meal Pattern Meals:**

Fixed Meal Prices are adjusted as follows:

- Breakfast is **\$5.53**
- Breakfast Seconds is **\$3.50**
- Lunch is **\$10.22**
- Lunch Seconds is **\$3.50**

Given the current trends in the food service market and rising operational costs, there is a possibility that NMS may consider requesting an increase related to tariffs. Should the need for a tariff increase arise, the change will be made by written amendment signed by both parties.

**Continuation of Services Contract.** Except as specifically amended pursuant to the foregoing, the Agreement shall continue in full force and effect in accordance with the terms in existence as of the date of this Addendum. After the date of this Addendum, any reference to the Agreement shall mean the Agreement as amended by this Addendum.

**IN WITNESS WHEREOF**, the Parties have caused this Addendum to be signed by their authorized agents on the dates below.

**NANA MANAGEMENT SERVICES, LLC**

**NORTHWEST ARCTIC BOROUGH  
SCHOOL DISTRICT**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

	Breakfast	Seconds	Adults	Lunch	Seconds	Adults
SEPTEMBER	12424	2910	61	21313	6041	322
OCTOBER	14047	2826	111	24968	7049	358
NOVEMBER	10112	2096	99	19058	5216	269
DECEMBER	8398	1531	74	15657	4400	235
JANUARY	11762	2594	84	21905	5884	371
FEBRUARY	11793	2252	78	20952	5455	291
MARCH	7751	1576	48	14676	4808	217
APRIL	10742	2576	79	20767	6244	358
MAY	8932	2111	74	17152	5268	348
<b>TOTAL MEALS</b>	<b>95961</b>	<b>20472</b>	<b>708</b>	<b>176448</b>	<b>50365</b>	<b>2769</b>
<b>CURRENT RATE</b>	\$ 5.28	\$ 3.50	\$ 5.28	\$ 9.76	\$ 3.50	\$ 9.76
	\$ 506,674.08	\$ 71,652.00	\$ 3,738.24	\$ 1,722,132.48	\$ 176,277.50	\$ 27,025.44
PROPOSED INCREASE	\$ 0.25	\$ -		\$ 0.46	\$ -	
STUDENTS ONLY	\$ 23,990.25	\$ -	\$ -	\$ 81,166.08	\$ -	\$ -
						<b>\$ 105,156.33</b>

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 25, 2025

**NUMBER:** 26-016

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY26 NMS  
Custodial Services  
Addendum

**ABSTRACT:**

Board approval is required for all purchases over \$50,000.

**ISSUE:**

At issue is the approval of a one-year renewal to the Districtwide Custodial Services contract between NWABSD and NANA Management LLC (NMS) for the Fiscal Year 2025-2026, not to exceed \$2,659,904.08.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The School District went out to Request for Proposals for Custodial Service Management for FY22 with the option to renew the contract for up to four (4) years through FY26. Nana Management Services, LLC was the single proposer that the district had, and is offering, competitive prices for their services despite the increase noted below.

FY25 amount \$2,511,227 (no increase to service costs from FY24)

Recognizing the District's current financial challenges, as the District's partner, NMS Custodial Services did not request an increase for the FY25 year as long as the scope of services remained the same.

Requested FY26 amount \$2,659,904.08

The FY26 increase request includes a 4.7% cost increase, as well as the addition of vacuum repair and replacement services. The total increase amount is equal to \$148,677.64.

**FUNDING SOURCE:**

General Fund

**ALTERNATIVES:**

1. Approve the FY26 NMS Custodial Services Addendum not to exceed \$2,659,904.08, as presented;
2. Disapprove the FY26 NMS Custodial Services Addendum, as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The Administration recommends the Board approve the FY26 NMS Custodial Services Addendum not to exceed \$2,659,904.08, as presented.

**ATTACHMENT:**

NANA Management Services Addendum 4 to Custodial Services Contract

**ADDENDUM 4 to  
Custodial Services Contract  
with  
Northwest Arctic Borough School District**

This Addendum No. 4 to the “Custodial Services Contract” dated July 1, 2021 (the “Contract”) is entered into by and between NANA Management Services, LLC (“NMS”) and Northwest Arctic Borough School District (“the School District”), effective **July 1, 2025**.

In consideration of the mutual promises set out in the Contract, the Parties enter into this Addendum, effective upon the date first written above.

**The following changes are made to the Agreement:**

**2.) Term of Contract:**

Contract is amended to reflect the commencement of Renewal Year Four (4 of 4) with a period of performance: **July 1, 2025 to June 30, 2026**, unless sooner terminated in accordance with the terms of the Contract.

**3.) Compensation:**

Contract is amended to reflect the new billing rates found in **Exhibit A – Renewal Rates**.

**Continuation of Services Contract.** Except as specifically amended pursuant to the foregoing, the Contract shall continue in full force and effect in accordance with the terms in existence as of the date of this Addendum. After the date of this Addendum, any reference to the Contract shall mean the Contract as amended by this Addendum.

**IN WITNESS WHEREOF**, the Parties have caused this Addendum to be signed by their authorized agents on the dates below.

**NANA MANAGEMENT SERVICES, LLC**

**NORTHWEST ARCTIC BOROUGH  
SCHOOL DISTRICT**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## EXHIBIT A - RENEWAL RATES

May 18<sup>th</sup>, 2025

Natalie Dickey  
Northwest Arctic Borough School District  
P.O. Box 51  
Kotzebue, AK 99752  
ndickey@nwarctic.org  
907-442-1825  
907-442-3827 (fax)

RE: Custodial Contract Renewal

To Ms. Dickey:

We are writing regarding the upcoming fiscal School year and an increase to the NMS custodial contract with the district. We look forward to our continued partnership in providing janitorial services to the Northwest Arctic Borough School District.

We are still experiencing challenges with hiring in all the remote village areas. This sometimes increases our costs to mitigate and try and send employees out to assist or credit costs for employees we could not cover

We are showing an increase in labor of 24% year over year and supply costs of 23% percent year over year. However, we only request a 4.7% increase because we know of the district's budget challenges.

Currently, equipment repairs and replacements are handled by the school district. However, we have recently been informed that we will now be responsible for the repair and replacement of vacuum cleaners. All other equipment—such as buffers, extractors, and floor scrubbers—will continue to be maintained by the district.

As the maintenance of vacuum cleaners was not included in our original pricing, we will need to account for the additional costs associated with their repair and replacement. Since there is no on-site technician available, vacuum cleaners will need to be shipped back to Anchorage for servicing.

Accordingly, we propose an annual cost of \$30,650.00 to cover the expenses related to vacuum cleaner repairs and replacements.

## EXHIBIT A - RENEWAL RATES

Our increase request breaks down as follows:

The current yearly amount is \$2,511,226.44

Vacuum repair and replacement come to a total yearly cost of \$30,650.00

With the 4.7% cost increase and equipment total of \$30,650.00, the new yearly amount is \$2,659,904.08

The cost increase comes to  $\$118,027.64 + \$30,650.00 = \mathbf{\$148,677.64}$

Attachment showing breakdown of cost by school is Attached

Please feel free to reach out to me, and we can discuss this,

Sincerely,



**Scotty G Austin, C.E.H., F.M.P., I.C.E., C.P.T.,** | Director of Operations – Environmental Services/Facilities / ISSA CIMS Certified Company

**NMS** | 800 E. Dimond Blvd., Suite 3-450, Anchorage, AK 99515  
Direct (907) 263-1720 | Fax 907 343 5603 | [scott.austin@nmsusa.com](mailto:scott.austin@nmsusa.com)



# EXHIBIT A - RENEWAL RATES

## NWABSD EVS - Proposed Contract rates

		Contract Amount			
		Proposed 4.7% Increase FY25-26			
		<u>0.047</u>	<u>\$30,650.00</u>		
	SY24-25 Rate	3% Increase	equipment repairs	SY25-26 Proposed rate	
Ambler	\$ 147,098.16	\$ 6,913.61	\$ 1,839.00	\$	155,850.77
Buckland	\$ 219,140.64	\$ 10,299.61	\$ 1,839.00	\$	231,279.25
Deering	\$ 113,434.56	\$ 5,331.42	\$ 1,839.00	\$	120,604.98
Kiana	\$ 141,326.64	\$ 6,642.35	\$ 1,839.00	\$	149,807.99
Kivalina	\$ 161,738.64	\$ 7,601.72	\$ 1,839.00	\$	171,179.36
Kobuk	\$ 82,639.44	\$ 3,884.05	\$ 1,839.00	\$	88,362.49
Noatak	\$ 203,591.88	\$ 9,568.82	\$ 1,839.00	\$	214,999.70
Selawik	\$ 216,787.32	\$ 10,189.00	\$ 1,839.00	\$	228,815.32
Noorvik	\$ 206,831.88	\$ 9,721.10	\$ 1,839.00	\$	218,391.98
Shungnak	\$ 138,747.60	\$ 6,521.14	\$ 1,839.00	\$	147,107.74
JNES/KMHS	\$ 601,346.16	\$ 28,263.27	\$ 9,501.50	\$	639,110.93
DO/Maint	\$ 102,794.40	\$ 4,831.34	\$ 306.50	\$	107,932.24
STAR Dorm	\$ 64,268.64	\$ 3,020.63	\$ 1,226.00	\$	68,515.27
ATC/Dorm	\$ 111,480.48	\$ 5,239.58	\$ 1,226.00	\$	117,946.06
	\$ 2,511,226.44	\$ 118,027.64	\$ 30,650.00	\$	2,659,904.08

**MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-018

**FR:** Office of the Superintendent

**SUBJECT:** Approval of NMS Security  
for STAR Dorm MOA with  
NANA Management  
Services, LLC

**ABSTRACT:**

Board approval is required for purchases that exceed \$50,000. The administration requests School Board approval to enter into a contract with NANA Management Services, LLC for NMS Security for STAR Dorm, in the amount of \$151,013.52 to provide twelve-hour nighttime security at the STAR dormitory.

**ISSUE:**

At issue is the approval of NMS Security for STAR Dorm Memorandum of Agreement (MOA) with NANA Management Services, LLC. All MOAs that exceed \$50,000 require Board approval.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

This Memorandum of Agreement (MOA) will allocate STAR of the Northwest Magnet School funds to supply a twelve-hour overnight security guard, seven days a week, for 38 weeks while the magnet school dormitory remains open. This will ensure consistent, professional nighttime security for both STAR and Readistar students.

**Funding:** Grant STAR

**ALTERNATIVES:**

1. Approve the NMS Security for STAR Dorm MOA with NANA Management Services, LLC in the amount not to exceed \$151,013.52 as presented;
2. Do not approve the NMS Security for STAR Dorm MOA with NANA Management Services, LLC;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the NMS Security for STAR Dorm Memorandum of Agreement with NANA Management Services, LLC in the amount not to exceed \$151,013.52 as presented.

**SHORT-TERM SECURITY SERVICES AGREEMENT**

**THIS AGREEMENT** is made by and between NANA Management Services, LLC, an Alaska Limited Liability Company located at 800 East Dimond Boulevard, Suite 3-450, Anchorage, Alaska 99515 (“Vendor”), and Northwest Arctic Borough School District located at PO Box 51, Kotzebue, AK 99752 (“Client”), hereinafter individually referred to as “Party” and collectively referred to as the “Parties”.

In consideration of the promises and mutual covenants set forth herein, the Parties hereto agree as follows:

**AGREEMENTS**

1. **Term.** This Agreement commences on **August 11, 2025** and will continue until **May 1, 2026**, unless terminated earlier as provided in Section 5 of this Agreement.
2. **Scope of Work.** Vendor shall provide a single security officer for 12-hour shifts, 7 days a week.
3. **Assumptions.**
  - Client will provide suitable housing for the security officer.
  - Services will be provided for 38 weeks. Any additional weeks will billed at the weekly rate, partial weeks will be billed per hour.
  - If service duration does not total 38 weeks, the remaining weeks will not be billed.
4. **Pricing.** Vendor shall charge Client for services at the rates below, with an anticipated annual cost not to exceed **\$151,013.52 (One Hundred Fifty-One Thousand Thirteen Dollars Fifty-Two Cents)**.

	Hourly Bill Rate	Weekly Total
Security Officer	<b>\$47.31 per hour</b>	<b>\$3,974.04 per week</b>

5. **Payment Terms.** Vendor shall submit an invoice to Client upon completion of the work. Payment is due fifteen (15) days after receipt of invoice by Client. Invoice will be sent to:

Northwest Arctic Borough School District  
PO Box 51  
Kotzebue, Alaska 99752

Vendor may charge, and Client agrees to pay, an administrative fee on late payments equal to one and one-half percent (1.5%) per month or, if it is less, the maximum allowed by law, from the date payment is due until paid. Upon termination of the Agreement, all outstanding amounts shall become immediately due and payable.

6. **Termination.**
  - a. *Voluntary Termination.* Either Party may terminate this Agreement, in whole or in part, for any or no reason, on thirty (30) days’ written notice to the other Party.
  - b. *Termination for Cause.* Each Party hereto shall have the right to terminate this Agreement in the event of a material breach by the other Party if such breach is not remedied within five (5) days after written notice of such default from the non-breaching Party.

A termination for cause will not deprive the terminating Party of any and all claims for damages arising out of the breach, or of any other remedy available at law or in equity. In no event will either Party be liable to the other for consequential or special damages or lost profits resulting from such breach.

Upon termination of this Agreement, all outstanding amounts for services provided prior to the date of termination shall immediately become due and payable.

7. **Insurance.** Vendor shall obtain and maintain during the term of this Agreement the following minimum limits of insurance coverage:

- a. Workers' Compensation Insurance as required by AS 23.30.045. This coverage must include statutory coverage and employer's liability protection for not less than \$100,000 per occurrence.
- b. General Liability Insurance with coverage limits not less than \$1,000,000 combined single limit per occurrence and annual aggregates where generally applicable.
- c. Automobile Liability Insurance covering all owned, hired, and non-owned vehicles with coverage limits not less than \$100,000 per person/\$500,000 per occurrence bodily injury and \$50,000 property damage, or \$500,000 combined single limit per accident.

Client shall keep Client's buildings, including the Premises and all property contained therein, insured against loss or damage from fire, explosion or other cause normally covered by standard broad form property insurance policies.

8. **Indemnity.** Each Party (as the "Indemnifying Party") shall indemnify, defend, and hold harmless the other Party (as the "Indemnified Party"), their affiliates, officers, directors, employees, agents, and other representatives from and against any and all claims, demands, losses, liabilities, damages, expenses (including reasonable attorney fees) and causes of action (hereinafter "Claims") for Claims caused by or resulting from the fault, negligent or reckless acts or omissions of the Indemnifying Party, its officers, employees, agents, contractors, licensees or invitees. Any Claims that are the result of negligence or willful misconduct of both Parties, their officers, directors, employees, agents, contractors, licensees or invitees shall be apportioned on a comparative fault basis, and each Party shall indemnify the other Party for any liabilities and damages assessed against them in excess of their percentage of liability. This provision shall survive the termination of this Agreement.

9. **Amendments.** This Agreement may only be amended in writing signed by both Parties.

10. **Assignment.** This Agreement may not be assigned, in whole or in part, by either Party without the prior written consent of the other Party, which consent shall not be unreasonably withheld, except Vendor may, without prior approval and without being released from any of its responsibilities hereunder, assign this Agreement to any Affiliate of Vendor. Any purported assignment in violation of this section shall be null and void and of no force and effect. Subject to the terms hereof, this Agreement shall be binding on, and inure to the benefit of, the Parties, their heirs, successors and permitted assigns.

11. **Binding.** This Agreement shall be binding upon the Parties hereto, their successors and assigns.

12. **Compliance with Law.** Parties are in compliance with and shall comply with all applicable laws, regulations and ordinances. Parties have and shall maintain in effect all the licenses, permissions, authorizations, consents and permits required to carry out the obligations under this Agreement.

13. **Entire Agreement.** This Agreement and all Work Orders issued pursuant to this Agreement constitute the entire Agreement between the Parties and supersede and replace any prior or contemporaneous oral or written contracts or communications concerning the matters contained herein. If any provisions of this Agreement or any Work Orders issued pursuant to this Agreement shall be determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

14. **Force Majeure.** Neither Vendor nor Client shall be liable for failure to perform its respective obligations hereunder when such failure is caused by earthquakes, fire, explosion, water, act of God, civil disorder or disturbance, strikes, vandalism, war, sabotage, weather and energy related closings, governmental rules or regulations, or like causes beyond the reasonable control of either Party.

15. **Governing Law and Forum.** This Agreement shall be construed and interpreted in accordance with the laws of the State of Alaska, excluding choice of laws principals, and the laws of the United States. Any suit shall be brought in Superior Court in Anchorage, Alaska.

16. **Insolvency.** In addition to all other rights herein, either Party hereto may terminate this Agreement without prior notice should the other Party become insolvent, voluntarily file for bankruptcy or receivership, or make any assignment for the benefit of creditors, or should the other Party have commenced against it any proceeding, suit or action in bankruptcy or receivership provided such proceeding, suit or action is not dismissed within thirty (30) days.

17. **Independent Contractor.** Vendor shall be an independent contractor and shall retain full and complete control over its employees, agents, and subcontractors. Nothing in this Agreement shall be deemed to create any employee employer relationship between Vendor's employees and Client. Nothing in this Agreement shall be deemed to create any partnership, agency or joint venture relationship.

18. **Notice.** Any notice required to be given under this Agreement shall be in writing and shall be delivered personally or sent by express courier, by electronic mail, or by United States certified mail, postage prepaid with return receipt requested, addressed to the other Party as follows:

To Vendor:

NANA Management Services, LLC  
Attention: Corporate Counsel  
800 East Dimond Boulevard, Suite 3-450  
Anchorage, Alaska 99515

To Client:

Northwest Arctic Borough School District  
PO Box 51  
Kotzebue, Alaska 99752

or to such other persons or places as either of the Parties may hereafter designate in writing. All such notices shall be effective when received.

19. **Severability.** Each portion, part or term of this Agreement shall be considered severable. If any provision of this Agreement is held to be unenforceable for any reason, it shall be adjusted rather than voided, if possible, in order to achieve the intent of the Parties. In any event, all other provisions of this Agreement shall be deemed valid, binding and enforceable.

20. **Survival of Obligations.** The obligations of the Parties concerning indemnification, and liability shall survive the completion, termination or expiration of this Agreement.

21. **Taxes.** Any applicable sales or use taxes imposed by a taxing jurisdiction(s) in connection with or incidental to Services to be performed under this Agreement will be collected by Vendor and remitted to the appropriate taxing jurisdiction(s). Any sales or use tax to be collected and remitted by Vendor will be separately stated on all invoices.

22. **Waiver/Construction and Effect.** A waiver of any failure to perform under the Agreement shall neither be construed as nor constitute a waiver of any subsequent failure. No waiver by either Party of any default or breach on the part of one Party will affect the rights or remedies of either Party hereto in the event of subsequent violation or breach. The article and section headings used herein are used solely for convenience and shall not be deemed to limit the subject of the articles and sections or be considered in their interpretation. Any Exhibits referred to herein are made a part of the Agreement by reference, provided that in the event of a conflict between the terms of such exhibit or any other document incorporated herein, and the terms of this Agreement, the terms of the Agreement shall govern.

23. **Consequential Damages.** Neither party shall be liable to the other for any special, incidental, indirect or consequential damages, nor for any loss of profits, production or business interruption arising out of or in connection with Vendor' performance under this Agreement.

24. **Personnel Obligations.** Each party hereto shall be solely responsible for all employment and personnel actions and all claims arising out of injuries occurring on the job for employees on its respective payroll.

25. **Safe Work Environment.** Client will provide Vendor a safe work environment.

26. **Counterparts and Electronic Signatures.** For the convenience of the Parties, any number of counterparts of this Agreement may be executed by any one or more Parties hereto, and each such executed counterpart shall be, and shall be deemed to be an original, but all of which shall constitute, and shall be deemed to constitute, in the aggregate but one and the same instrument. This Agreement may be circulated for signature through electronic transmission, including, without limitation, facsimile and email, and all signatures so obtained and transmitted shall be deemed for all purposes under this Agreement to be original signatures until such time, if ever, as original counterparts are exchanged by the Parties.

27. **Signatories and Authority.** Each of the signing officials below represents, on behalf of his/her organization, that he/she has been duly authorized to enter into and execute this Agreement and to commit to the performance of the contract obligations stated herein.

**IN WITNESS WHEREOF** the Parties hereto have executed this Agreement.

Party: NANA MANAGEMENT SERVICES, LLC

By: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Party: NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

By: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-019

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY26 Counselor  
MOA, Clay Moose

**STRATEGIC PLAN/BOARD GOAL:**

Student Learning: Strengthen student progress monitoring and wellness

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of the Memorandum of Agreement (MOA) with Clay Moose to provide School Counseling Services.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Provide Counseling Education including; direct counseling service, classroom presentation, student scheduling, scholarship and post-graduation guidance, supervision, school counseling services and documentation. Provide services via direct student/teacher on-site contact provides consultation services with principal, teachers, aides, and parents, through remote and/or direct service, supervision and site contact with teachers and students

This contract will provide the opportunity to assist the district in providing services as to improve educational advantages and wellness services for students in the district. The MOA, which includes travel, is for \$123,000. and is fully paid for with Counseling grant funds (OYVF grant).

**ALTERNATIVES:**

1. Approve the FY26 Counselor MOA, Clay Moose in the amount not to exceed \$123,500.
2. Disapprove the FY26 Counselor MOA, Clay Moose, as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the FY26 Counselor MOA, Clay Moose in the amount not to exceed \$123,500. as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-020

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Physical Therapist  
MOA, Kristen Bacon

**STRATEGIC PLAN/BOARD GOAL:**

Student Learning: Strengthen student progress monitoring

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of the Memorandum of Agreement (MOA) with Kristen Bacon, Physical Therapy for \$54,000

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Kristen Bacon, PT provides oversight, direct, and indirect physical therapy services for children across the district ages 0-22. Kristen Bacon, PT Therapy, is an experienced therapist who has a history of working effectively with staff, parents, and students in special services programs. She will oversee and conduct consultation, evaluation, and direct physical therapy services.

This contract, partially supported by grants, will provide her the opportunity to assist the district in providing services as required by law to infants and special education students in the district. Kristen Bacon, Physical Therapist also consults with staff. The MOA, which includes travel, is for \$54,000 and is fully grant funded with special education and ELF grants.

**ALTERNATIVES:**

1. Approve the Physical Therapist MOA, Kristen Bacon, in the amount not to exceed \$54,000.
2. Disapprove the Physical Therapist MOA, Kristen Bacon, as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the Physical Therapist MOA, Kristen Bacon in the amount not to exceed \$54,000 as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-021

**FR:** Office of the Superintendent

**SUBJECT:** Approval of School Psych MOA  
Addendum: Terese Kashi

**STRATEGIC PLAN/BOARD GOAL:**

Student Learning: Strengthen student progress monitoring and wellness

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of the Addendum to Memorandum of Agreement (MOA) with Dr. Terese Kashi to provide additional School Psych Services.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

School Psych, Terese Kashi provides psychological and Special Education direct services, consultation, assessment services for NWABSD students. Additionally training, Functional Behavioral Assessment and behavior plans are provided. She provides services via direct student/teacher on-site contact Dr. Kashi has provided services in our region for over 7 years. These additional funds would be used for these services.

This contract addendum will provide the opportunity to assist the district in providing services as to improve educational advantages and wellness services for students in the district. The MOA Addendum, which includes travel, is for \$94,000 and is paid for by both general and special Education grant funds.

**ALTERNATIVES:**

1. Approve the School Psych MOA Addendum: Terese Kashi, in the amount not to exceed \$94,000.
2. Disapprove the School Psych MOA Addendum: Terese Kashi as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the School Psych MOA Addendum: Terese Kashi, in the amount not to exceed \$94,000 as presented.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-022

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 5141.22  
Infectious Disease;  
Second Reading

### **STRATEGIC PLAN/BOARD GOAL:**

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the second reading of the proposed revisions to BP 5141.22 Infectious Disease.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

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

This is the second reading of the proposed revisions to BP 5141.22 Infectious Disease within the Bylaws of the Board series.

This update includes updates in law and removes HIV verbiage.

The Board Policy Committee reviewed the proposed changes and recommends approval.

### **ALTERNATIVES:**

1. Approve the second reading of the proposed revisions to BP 5141.22 Infectious Disease as presented;
2. Do not approve the second reading of the proposed revisions to BB 5141.22 as presented;
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the second reading of the proposed revisions to BP 5141.22 Infectious Disease as presented.

## BP 5141.22 INFECTIOUS DISEASES

The School Board recognizes its dual responsibility to protect the health of students from risks posed by infectious diseases and to uphold the right of students to a free and appropriate education. The ~~d~~District requires all staff to routinely observe universal precautions to prevent exposure to bloodborne pathogens and prevent the spread of all infectious disease.

*(cf. 4119.43 - Universal Precautions)*

*(cf. 4119.42 - Exposure Control Plan for Bloodborne Pathogens)*

*(cf. 5141.23 - Infectious Disease Prevention)*

The admission of a student with an infectious disease identified by state health officials shall be determined by the Superintendent or designee according to standard health procedures. The Superintendent or designee shall consult with the student's parent/guardian and, as required, with the student's physician and/or the local health ~~department~~organization.

*(cf. 5112.2 - Exclusions from Attendance)*

*(cf. 5141.3 - Health Examinations)*

### Students with Bloodborne Pathogen Infections

**Note:** Under 4 AAC 06.060, a student diagnosed with AIDS or HIV does not have a condition that 'will cause the attendance of the child to be inimical to the welfare of other pupils,' as required for the suspension or removal of a student due to a medical condition under AS 14.30.045. A student's removal because of AIDS or HIV is only allowed if the student has uncoverable oozing lesions or other symptoms, or displays behavior, such as biting, which in the opinion of a team, substantially increases the risk of transmission to other pupils. That team must be made up of the student's physician, public health personnel, the parent/guardian, and school personnel associated with the child's placement.~~Of the 250,000 cases of Acquired Immune Deficiency Syndrome (AIDS) reported to the Centers for Disease Control as of January 1993, there were no reported cases of HIV transmission in school or day care settings. However, school districts are required to enact Exposure Control Plans and Universal Precautions for the prevention of contact with potentially infectious body fluids which may contain pathogens such as the hepatitis B virus (HBV) and the human immunodeficiency virus (HIV). The following section addresses the placement of students with HIV infection and AIDS (Acquired Immune Deficiency Syndrome). AIDS is a handicap pursuant to Section 504 of the Rehabilitation Act (29 U.S.C.794),~~

~~and a student with AIDS cannot be excluded from regular class without evidence that the student poses a risk of transmission of the HIV virus to classmates or teachers.~~

~~Whether HIV infection or AIDS is a handicap under the Education for All Handicapped Children Act (EAHCA) (20 U.S.C. 1400 et seq.) must be decided on a case-by-case basis. If AIDS adversely affects a child's educational performance, the child is treated as handicapped and entitled to an individualized education plan (IEP) under the EAHCA. (Doe v. Belleville Public School District)~~

~~We recommend that a review panel, including one or more physicians, help in determining the placement of these children on a case-by-case basis.~~

~~The following identifies the Superintendent or designee as the person to be contacted with the information that a student has HIV infection and/or AIDS. All staff should know who in the district serves in this capacity.~~

The Board recognizes that HIV and hepatitis B virus are bloodborne pathogens and not casually transmitted. Students with bloodborne pathogens are entitled to the rights and services accorded to other students. The sole presence of bloodborne pathogens is not sufficient reason to exclude students from attending school.

Parents/guardians are encouraged to inform the Superintendent or designee if their child has HIV infection and/or AIDS so that any such child will have access to appropriate district programs and services. The Superintendent or designee shall convene a review panel to make recommendations regarding appropriate programs and services for the student.

Students with bloodborne pathogens are entitled to the rights and services accorded to other students. The sole presence of bloodborne pathogens is not sufficient reason to exclude students from attending school. Parents/guardians of students whose educational performance is adversely affected by an infectious disease are encouraged to inform the Superintendent or designee so that any such child will have access to appropriate district programs and services. The Superintendent or designee shall convene a review panel to make recommendations regarding appropriate programs and services for the student.

The Superintendent or designee shall ensure that all of the student's rights to confidentiality are strictly observed in accordance with law.

The Superintendent or designee shall request that parents/guardians sign a release form to provide confidential medical information and records to the review panel.

*Legal Reference:*

ALASKA STATUTES

[14.30.045](#) *Grounds for suspension or denial of admission*

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.060](#) *Suspension or denial of admission*

[4 AAC 06.150](#) *Confidentiality of AIDS information*

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

[20 United States Code, 1232g](#)

NONDISCRIMINATION UNDER REHABILITATION ACT OF 1973

[20 United States Code, 794](#)

UNITED STATES CODE

~~*Education For All Handicapped Children [20 United States Code, 1400 et seq.](#)*~~

~~*Federal Family Educational Rights And Privacy Act [20 United States Code, 1232g](#)*~~

~~*Nondiscrimination Under Rehabilitation Act Of 1973 [20 United States Code, 794](#)*~~

U.S. SUPREME COURT

~~*Doe v. Belleville Public School District, 672 F. Supp. 342*~~

~~*Thomas v. Atascadero Unified School District, 662 F. Supp. 376*~~

~~*Phipps v. Saddleback Valley Unified School District (1988), 204 Cal. App. 3d 1110*~~

*Adopted: April 28, 2004*

*Revised:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-023

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 5113  
Absences and Excuses;  
First Reading

### **STRATEGIC PLAN/BOARD GOAL:**

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

### **ABSTRACT:**

Board policy revisions require Board approval.

### **ISSUE:**

At issue is to approve the first reading of the proposed revisions to BP 5113 Absences and Excuses and open for public comments.

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

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

This is the first reading of the proposed revisions to BP 5113 Absences and Excuses within the Students series.

This update includes legal citation updates and clarifying verbiage not to conflict with AR 5113.

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

### **ALTERNATIVES:**

1. Approve the first reading of the proposed revisions to BP 5113 Absences and Excuses as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 5113 as presented;
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the first reading of the proposed revisions to BP 5113 Absences and Excuses as presented and open for public comments.

## **BP 5113 ATTENDANCE ABSENCES AND EXCUSES**

The School Board believes that regular attendance plays a key role in the success a student achieves in school. The School Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 7 to 16 are obligated to send their children to public school except as allowed by law. The School Board shall abide by all state attendance laws and may use any legal means to correct the problems of excessive absence or truancy.

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

~~Regular attendance at school has been identified as a primary indicator of success in school. Students are encouraged to get to school every day on time, attend all classes, and actively participate in all classes in which they are enrolled.~~

### **Compulsory Education**

~~Each parent or person having charge of a child within the compulsory attendance age shall be responsible for such child's regular, punctual, and active attendance at school as required under provisions of the law. Students share this responsibility. The administration shall enforce Alaska Statutes pertaining to compulsory education.~~

~~Regular and punctual attendance as well as active participation is essential to the successful learning process of students; excessive absenteeism disrupts and hinders that process, not only for the absent student, but for his/her classmates as well.~~

~~The Board believes that patterns of good attendance are set by students in their early school years and are dependent in large part on the attitude of parents. In all schools there will be firm, fair, and well-publicized rules of student attendance and close cooperation with parents on attendance problems.~~

~~The following procedures are established to prevent and reduce truancy. The superintendent shall take necessary action to correct the problems of excessive absence or truancy. If it reasonably appears, upon investigation, that a person has violated the compulsory education laws, the board or designee shall file a complaint with local law enforcement.~~

### **Daily Attendance Reporting Education**

~~School principals are responsible for an adequate and comprehensive system of attendance reporting, with each teacher held responsible for accurate reporting of daily attendance in his/her classroom.~~

Each school site shall make every effort to notify the parents/guardians of their child's absence the first hour of the school day and to verify why the student is absent.

### **Attendance Policy**

Students experiencing difficulty with attendance shall be counseled in an attempt to alleviate the problem. The district, the school, the parents/guardians, and the students shall work together to develop an appropriate plan for improving school attendance.

### **Excused Absences**

The Superintendent or designee may excuse student absences for health reasons, family emergencies or other reasons the Superintendent or designee determines constitute good cause.

Note: The School Board, may allow students to be absent for religious exercises or instruction. The following optional language may be revised or deleted as needed.

Student absence for religious instruction or participation in religious exercises away from school property may be excused.

No student excused for religious holiday shall be denied the opportunity to make up a test given on the religious holiday or denied an award or eligibility to compete for an award.

(cf. 6154 - Homework/Makeup Work)

### **Unexcused Absences/Truancy**

The School Board is committed to keeping students in school. Truancy is defined as the absence of a student from class without the knowledge or prior consent of the parent/guardian. The Superintendent or designee shall implement all steps appropriate to reduce student absences and to ensure that all children residing within the district are receiving appropriate educational services as required by law.

(cf. 5147 - Dropout Prevention)

(cf. 6164.5 - Student Study Teams)

(cf. 6176 - Weekend/Saturday Classes)

Note: The following optional paragraph is for use by districts that authorize teachers to assign failing grades for excessive unexcused absences as provided in BP 5121.

A student's grades may be affected by excessive unexcused absences in accordance with School Board policy.

(cf. 5121 - Grades/Evaluation of Student Achievement)

The Superintendent or designee shall report to the School Board any apparent violations of compulsory attendance laws. The School Board shall investigate such reports and any public complaints of violations of state compulsory attendance laws.

The following are considered to be acceptable absences:

- ~~1. Illness, medical, dental, and vision appointments substantiated by a statement from a parent/guardian, and/or medical practitioner. The principal may ask a parent/guardian to provide medical evidence from a physician or medical practitioner for excessive absences.~~
- ~~2. Death in the student's immediate family necessitating an absence. Immediate family is defined as legal guardians, birth or adoptive: grandparents, parents, and siblings.~~
- ~~3. Other special circumstances approved by the principal.~~

~~When students who have been absent return to school and have not had that absence excused in advance, the student/parent must present a satisfactory explanation verifying the reason for the absence. One of the following methods will be used to verify students' absences.~~

- ~~1. Written notes from parent/guardian.~~
- ~~2. Conversation, in person or by telephone, between the school and the student's parent/guardian.~~
- ~~3. Any other reasonable method that establishes the fact that the student was actually absent for the reason stated. The school shall retain or make a written record of the reasons for the absence.~~

### **Return to School**

~~Students will have the right to make up schoolwork after returning to school. The teacher will determine the time required to complete assignments. It will be the responsibility of the student and parent/guardian, in conjunction with the classroom teacher, to ensure that the student completes any schoolwork missed while absent from school.~~

~~Satisfactory attendance at school is essential to learning, and regular attendance is key to academic success.~~

~~High School students (grades 9-12) absent more than sixteen (16) times from each semester course in which they are enrolled may be considered for alternate placement. The principal will make the determination of placement. This decision will take into~~

consideration input from the parent/guardian, student and teachers. The principal's decision shall be final.

Elementary students (grades K-5) and middle school students (grades 6-8) absent more than sixteen (16) times per semester may be assessed for additional interventions prior to being considered for retention.

### **Tardiness**

Middle and high school students are considered tardy through the 10<sup>th</sup> minute of the class period. After the 10<sup>th</sup> minute, the student is considered absent from that period. Elementary students are considered tardy through the 30<sup>th</sup> minute of the day. After the 30<sup>th</sup> minute, the student is considered absent for one half day. If the student is tardy, he/she should report directly to the office to secure an admit slip.

Habitual tardiness is a constant disruption to the class as a whole. Therefore, in Middle and High School, to attempt to alleviate this behavior, each five (5) tardies will be considered an absence.

### **Appeals Procedures**

If a parent or student wishes to appeal a decision made pursuant to this policy, such an appeal must be initiated in writing within fifteen (15) school days of the date of the decision or the date of the letter of notification to the principal who will, in turn, notify the Superintendent. The letter requesting an appeal must include specific reasons that the request should be considered. If an appeal is not filed within the timeline provided, the student/parent/guardian shall be deemed to have waived the right to an appeal and a hearing. The Superintendent shall render a written decision within five (5) school days of the close of the hearing. A parent/guardian may appeal the Superintendent's decision by requesting in writing that the school board review the decision within five (5) days of the Superintendent decision. The Board will hear the appeal in executive session at the next scheduled board meeting.

### *Legal References:*

#### *Alaska Statutes*

*14.03.070 School age*

*14.17.500 Student count estimates*

*14.17.160 Student counting periods*

*A.S. 14.30.010 When Compulsory Attendance*

*A.S. 14.30.020 Violations*

[A.S. 14.30.030 Prevention and reduction of truancy](#)

[ALASKA ADMINISTRATIVE CODE](#)

[4 AAC 09.005-4 AAC 09.105 State aid](#)

~~[Revised: January 24, 2012](#)~~

*Adopted: July 25, 2006*

[Revised: January 24, 2012](#)

[Revised:](#)

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** August 26, 2025

**NUMBER:** 26-024

**FROM:** Office of the Superintendent

**SUBJECT:** Approval of Final FY27  
Six-Year Capital  
Improvement Plan

### **ABSTRACT**

Department of Education and Early Development (DEED) School Construction Grant applications for FY 2027 are due September 1, 2025. Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process.

### **ISSUE**

At issue is Board approval of the final FY27 Six-Year Capital Improvement Plan.

### **BACKGROUND AND/OR PERTINENT INFORMATION**

Department of Education and Early Development (DEED) School Construction Grant applications or score reuse letters for FY 2027 are due by September 1, 2025, and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement for submission. The Six-Year CIP is used to prioritize projects and establish the order of construction for District capital improvement projects. The School Board annually updates the Six-Year CIP. The District submits grant applications or score reuse letters for the projects identified for the first year of the plan.

Approval is requested by the Regional School Board for approval of the final Six-Year CIP to be submitted with the score reuse letters. A preliminary list was provided and approved by the board in January 2025 on Memo 25-068. Two changes have been made to the list since that time. First, the Deering K-12 Replacement School project has been increased per DEED's allowable escalation rate of 4%. This increases the cost to approximately \$60,500,000. Second, Buckland K-12 School Boiler Replacement project has been moved into spot #2 as a score reuse. This means no additional time was spent in preparing a grant application. The match for this project is approximately \$76,540.00.

Attached is a proposed final FY 2027 – FY 2032 Six-Year CIP list that includes a description of the proposed projects, and their anticipated costs at this time.

### **ALTERNATIVES:**

1. JMCC concurrence for Board approval of the final FY27 Six-Year Capital Improvement Plan, as presented.
2. JMCC revisions to the final FY27 Six-Year Capital Improvement Plan.
3. Take no action.

### **ADMINISTRATION'S RECOMMENDATION:**

The administration recommends approval of the final FY27 Six-Year Capital Improvement Plan, as presented.

**ATTACHMENTS**

Attachment A: Proposed final FY 2027 Six-Year CIP

**FY 27 SIX YEAR CIP AS RECOMMENDED BY  
JOINT MAINTENANCE AND CONSTRUCTION COMMITTEE**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
1	B	Deering K-12 Replacement School – new school on new site to replace overcrowded and worn-out facility. The existing site is not large enough to accommodate an addition without removal of the playground and relocating teacher housing off-site. In addition, many building components are beyond their use expectancy.	X	\$60,500,000
2	C	Buckland K-12 School Boiler Replacement – Replacement of Boilers and flues is the final phase of the Buckland HVAC Upgrade. District utilized Borough and Denali Commission funds to upgrade the outdated Buckland HVAC system and DDC controls in Phases I & II.	X	382,700

**FY 2027 TOTAL  
\$60,882,700**

	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in FY 27 – It is anticipated resources will not be available to fund all requirements. They will take priority for FY 28.	X	Balance of FY 27 requests
3	C	Buckland K-12 School Exterior Envelope Renewal- replacement of roofing, doors and windows at the end of their useful life. Replacement of interior floor finishes. A small building addition may be warranted due to projected on-going student growth.	X	\$15,000,000
4	C	June Nelson Elementary School Roof Replacement- Replacement of the failing roof, 21 years past its useful life. The school is experiencing frequent roof leaks that damage interior finishes and contribute to potential mold and structure damage and interfere with instruction.	X	\$4,000,000

**FY 2028 TOTAL  
\$19,000,000 +**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 29.	X	Balance of FY 28 requests
5	C	Noorvik K-12 School Renewal and Roof Replacement - Renewal of Aqqulak Noorvik School to replace building components at the end of useful life, and replacement of roof which reached the end of its useful life in 2022.	☒	\$12,500,000

**FY 2029 TOTAL  
\$12,500,000 +**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 30.	X	Balance of FY 29 requests
6	C	Kiana K-12 School Renewal – Renewal of Kiana K-12 School to replace building components at the end of useful life.	☒	\$10,500,000

**FY 2030 TOTAL  
\$10,500,000 +**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 31.	X	Balance of FY 30 requests
7	C	June Nelson Elementary School Renewal. Replacement of building components at the end of useful life. Project will also include replacement of flooring and special electrical systems in Kotzebue Middle High School.	3	\$12,500,000

**FY 2031 TOTAL  
\$12,500,000 +**

District Priority	Primary Purpose	Project Title & Description	SOA Aid	Estimated Project Cost
		Projects not funded in previous years – It is anticipated resources will not be available to fund all requested requirements. They will take priority for FY 32.	X	Balance of FY 31 requests
8	C	Ambler K-12 School Renewal – Renewal of Ambler K-12 School to replace building components at the end of useful life.	☒	\$10,000,000
9	C	Shungnak K-12 School Renewal – Renewal of Shungnak K-12 School to replace building components at the end of useful life.	☒	\$10,000,000

**FY 2032 TOTAL  
\$20,000,000+**

Adopted August 26, 2025, at a duly convened meeting of the Northwest Arctic Borough School District at which a quorum was present and voting. I hereby certify that the information presented is true and correct to the best of my knowledge.

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Superintendent

Date

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School Board President

Date

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** August 26, 2025

**NUMBER:** 26-025

**FROM:** Office of the Superintendent

**SUBJECT:** Acceptance of FY26  
DEED Grant for Deering  
K-12 School Replacement  
– Gravel Harvesting and  
Stockpiling

### **ABSTRACT**

Acceptance of the award of FY26 funding from the State of Alaska Department of Education and Early Development for Deering K-12 School Replacement by the School Board is required.

### **ISSUE**

At issue is acceptance of funding and commitment of match for the site design and stockpiling of gravel for the Deering Replacement School and delegation of authority to the Superintendent for this work.

### **BACKGROUND AND/OR PERTINENT INFORMATION**

In Summer 2024, District submitted an FY26 application for funding to the state for the school replacement project. While not included in the state fiscal budget, the state had a small amount of money they are providing for gravel harvesting and stockpiling on the future school site. Grant total is \$1,666,667, local match not to exceed \$333,333 for a total project of \$2M. The school replacement project is approximately \$60M, so this is a small, but important, first step. A budget that matches the grant agreement is attached.

The project Scope of Work is primarily focused on necessary site design and permitting work in preparation for gravel stockpiling in Summer '26 or '27. \$190,000 in design work was approved in April '25 under memo 25-125 utilizing general funding. \$143,333 in additional general funds is needed to meet the local match requirements.

Pre-design work includes Cultural Resources impact evaluation, permitting, and surveying. Project needs to secure site control with NANA which requires various surveys, NANA Committee meetings, and Non-Objection letters from the Village and City of Deering, etc. Permits from both the Corp of Engineers and the Borough are needed. In addition, DEED does not pay for work off the school site such as utility extensions. Therefore, we need to do pre-design for these extensions in order to pursue other grants to fund this future work. Project will end with a stockpile of all needed gravel on the new school site. Future grants are needed to build out the gravel pad, utility extensions and the school itself.

Grant funding impetus is SOA DOT's project to build a new airport, or emergency evacuation road. DOT is bidding their project in August, with their contractor expected to mobilize in spring 2026. DEED has anticipated the District to directly negotiate with the DOT contractor to procure the quantity of gravel needed and have it hauled and stockpiled on site. There was not enough funding to build out the gravel pad.

To move forward, the Superintendent requires Board approval to accept the grant award, the

additional match funding, and the delegation of authority to manage the project budget.

### **ALTERNATIVES**

1. Accept the state grant funding of \$1,666,667 and an additional local match not to exceed \$143,333 for Deering K-12 School Replacement and delegation of authority to the Superintendent to manage the project budgets, as presented.
2. Do not accept the state grant funding of \$1,666,667 and an additional local match not to exceed \$143,333 for Deering K-12 School Replacement and delegation of authority to the Superintendent to manage the project budgets, as presented.
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION**

The administration recommends the Board accept the state FY26 grant funding of \$1,666,667 and an additional local match not to exceed \$143,333 for Deering K-12 School Replacement, and delegation of authority to the Superintendent to manage the project budgets, as presented.

### **ATTACHMENT**

Deering K-12 School Replacement- Gravel Budget

**Date Stamp:** August 12, 2025

**Deering K-12 School Replacement - Gravel Budget**

Admin (District)	\$0.00	
Site Investigation	\$0.00	
Design	\$190,000.00	Memo 25-125 April 2025
CM-In-house	\$0.00	
Construction	\$1,685,000.00	
FFE	\$0.00	
Technology	\$0.00	
Art	\$0.00	
Contingency	\$100,000.00	
Construction Mng Consult	\$25,000.00	
	<hr/>	
	\$2,000,000.00	
School Construction Grant	\$1,666,667.00	FY26 DEED grant 26-006, Memo 26-025
TRANSFER FROM OTHER FUNDS	\$333,333.00	Local share - Memo 26-025
Other Sources		
	<hr/>	
	\$2,000,000.00	

Note: District does not have exact budget from DEED at this time, but we anticipate the budget to generally reflect the above preliminary budget.

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-026

**FROM:** Office of the Superintendent

**SUBJECT:** Acceptance of DEED  
FY26 Funding Districtwide  
Fire System Replacement,  
6 Sites

### **ABSTRACT**

Acceptance of award of FY26 funding from the State of Alaska Department of Education and Early Development for Districtwide Fire System Replacement, 6 Sites by the School Board is required to advance the project.

### **ISSUE**

At issue is acceptance of funding and commitment of match for the Districtwide Fire System Replacement, 6 Sites and delegation of authority to the Superintendent for this work.

### **BACKGROUND AND/OR PERTINENT INFORMATION**

Alaska Department of Education and Early Development has awarded a grant to the District for the above noted project. Project includes the replacement of fire alarm panels at six schools. Shungnak will get a new fire alarm system and a new sprinkler system. Schools involved are Ambler, Buckland, June Nelson, KMHS, Noorvik, and Shungnak. Total project costs is \$6,612,840.

Noorvik School's fire alarm system was replaced this past spring, so the physical work is complete. Funding wise, Noorvik is part of this grant. Borough committed \$455,000 to replace Noorvik's system in August 2024. That funding counts toward the match for this grant.

In an attempt to secure the remaining local match, a grant application was submitted to Representative Nick Begich's office this spring for FY26 Congressional Directed Spending. The Representative has inserted the request into funding bills, but we will not know if funding passed until this fall. If funded, it will cover the vast majority of the remaining match.

Project will complete design and bid by early 2026. Construction will begin in Spring 2026 and will continue into Summer 2027.

To move forward, the Superintendent needs Board approval to accept the grant award, commitment of the additional match funding, and the delegation of authority to manage the project.

### **ALTERNATIVES**

1. Accept the state grant funding of \$5,290,272, commit an additional amount not to exceed \$867,568 in local match for Districtwide Fire System Replacement, 6 Sites, and delegation of authority to the Superintendent to manage the project, as presented.

2. Do not accept the state grant funding of \$5,290,272, commit an additional amount not to exceed \$867,568 in local match for Districtwide Fire System Replacement, 6 Sites and delegation of authority to the Superintendent to manage the project, as presented.
3. Take no final action.

### **ADMINISTRATION'S RECOMMENDATION**

The administration recommends the Board accept the state FY26 grant funding of \$5,290,272, commit an additional amount not to exceed \$867,568 in local match for Districtwide Fire System Replacement, 6 Sites, and delegation of authority to the Superintendent to manage the project, as presented.

### **ATTACHMENT**

Districtwide Fire System Replacement, 6 Sites Budget

Date Stamp: August 12, 2025

**Districtwide Fire System Replacement, 6 Sites Budget**

Admin (District)	\$267,726.00
Site Investigation	\$0.00
Design	\$535,453.00
CM-In-house	\$0.00
Construction	\$5,354,526.00
FFE	\$80,318.00
Technology	\$0.00
Art	\$0.00
Contingency	\$267,726.00
Construction Mng Consult	\$107,091.00
	<hr/>
	\$6,612,840.00

School Construction Grant	\$5,290,272.00
BOROUGH-DIRECT APPROPRIAT	455,000
TRANSFER FROM OTHER FUNDS	\$867,568.00
Other Sources	0
	<hr/>
	\$6,612,840.00

FY26 DEED grant 26-005  
Borough Contribution Resolution 24-32,  
Board Funding Acceptance Memo 25-017  
  
Local share - Memo 26-XXX

**MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-027

**FR:** Office of the Superintendent

**SUBJECT:** Adoption of Resolution  
26-001; Approval to  
Apply for AHFC Rural  
Professional Housing  
Grants for Buckland,  
Noatak, Kivalina

**ABSTRACT:**

The administration requests a resolution from the School Board supporting application for funding to renovate and modify teacher housing in Buckland, Noatak and Kivalina and committing funding for the District's share of required matching funds.

**ISSUE:**

AHFC has a program to fund teacher, health professional, and public safety housing in rural areas. A Board resolution authorizing the District to apply for funding is an application requirement.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The Alaska Housing Finance Corporation (AHFC) has a program available to encourage the development of housing for teachers, health professionals and public safety in rural areas. AHFC currently has approximately \$7 million in available funding. Applications are due October 17, 2025 for funding consideration.

The AHFC program provides funding for new construction, renovation of buildings into housing and upgrade of existing housing, by school districts. The grants currently reimburse up to 85 percent of the total cost of the renovation projects with a limit of \$700,000 in AHFC funding per application. There are additional points for creating or renovating multiple units at one time and energy efficiency upgrades.

The District has a need for renovation and addition work in three communities. Buckland has a 3-bedroom unit that needs energy efficiency upgrades and modernization in order to return to use by teachers. Noatak does not have a 3-bedroom unit but needs one to help retain a long-term teacher and to attract and retain future teachers with families. Kivalina does not have enough teacher housing units on the new campus. However, two modular classrooms are on site and can be converted to teacher housing. One building can become two, one-bedroom units, and the other building can become one unit with two bedrooms.

An application for \$330k for this project was submitted to Senator Murkowski's office in Spring 2025 for Congressional Directed Spending (CDS) funds. On 7-29-25, the district was told the funds were included in an appropriations bill and secured. Funds will not be available until sometime next year. Because we do not have additional information at this time, the Board has not been asked to accept this funding. However, in order to apply for AHFC funding, we need a match commitment. Administration requests Board approve \$330k in match to support the fall

AHFC application. When a formal grant agreement is provided for the \$330k CDS money, assumed to happen in spring or summer 2026, Administration will request Board to accept the CDS money, thus replacing the District match. Essentially, the District's match is a bridge match until the CDS funds are accepted by the board.

An estimate of \$1,025,000 has been created by Property Services and CIP Manager for the projects. AHFC's maximum grant is \$700,000. The minimum match is 15% or \$105,000. However, matches can come from grants such as the pending CDS funds through Senator Murkowski's office. By committing \$330k in match, \$1,030,000, assuming an AHFC grant award, will be available for this work.

The applications must include a letter of commitment for the local share of costs as recommended by the Board. The District match would be funded from capital reserves (or general funds) whichever are available for this purpose.

Applications also require Board resolutions supporting the applications for funding. The resolution must also name the person authorized to submit the application. The Administration recommends that Dena Strait, the District's Capital Projects Manager, be authorized to provide application information on behalf of the District.

**ALTERNATIVES**

- 1. Adopt Resolution 26-001 approving application to AHFC for funding for teacher housing renovations in Buckland, Noatak, and Kivalina; commit to a local share not to exceed \$330,000; and authorize Dena Strait to provide application information on behalf of the Board, as presented.
- 2. Do not adopt Resolution 26-001 as presented;
- 3. Take no action.

**ADMINISTRATION'S RECOMMENDATION**

The administration recommends the Board adopt Resolution 26-001 approving application to AHFC for funding for teacher housing renovations in Buckland, Noatak, and Kivalina; commit to a local share not to exceed \$330,000; and authorize Dena Strait to provide application information on behalf of the Board, as presented.

## A RESOLUTION OF

Northwest Arctic Borough School District School Board

Resolution 26 - 001

**A Resolution of the Northwest Arctic Borough School District supporting grant applications for teacher housing renovations in Buckland and Kivalina, and a bedroom addition in Noatak. Grant funds are available through the Alaska Housing Finance Corporation's SFY 26 Rural Professional Housing Grant Program.**

WHEREAS, the Northwest Arctic Borough has successfully built teacher housing throughout the district utilizing these funds; and

WHEREAS, the three-bedroom unit in Buckland requires energy efficiency upgrades and modernization to transition back into use by our teachers; and

WHEREAS, Kivalina does not have enough teacher housing units at the new school site to accommodate all teachers; and

WHEREAS, two modular classroom units are available at the new Kivalina school site and can be remodeled into two, one-bedroom units and one, two-bedroom unit so that more teachers can be on the school campus; and

WHEREAS, there are no three-bedroom units available in Noatak, and adding a bedroom to one unit will assist the district in retaining a long-term teacher, as well as attracting future teachers with families; and

WHEREAS, NWABSD's Property Services Department has in the past and continues to successfully build, renovate, and maintain teacher housing units throughout the district, utilizing funding in a cost-effective manner;

NOW THEREFORE BE IT RESOLVED: that the NWABSD School Board supports application to the Alaska Housing Finance Corporation's Rural Professional Housing Grant Program to renovate teacher housing in Buckland and Kivalina and add a bedroom to a Noatak duplex.

ADOPTED, August 26, 2025, at a duly convened meeting of the School Board at which a quorum was present and voting:

ATTEST:

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Margaret Hanson, NWABSD School Board President

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-028

**FROM:** Office of the Superintendent

**SUBJECT:** Approval of Funding  
Request to the Northwest  
Arctic Borough for the  
Playground Replacement  
and Refurbishment Project

### **ABSTRACT**

Approval by the School Board is required to request funding from the Northwest Arctic Borough for the Playground Replacement and Refurbishment Project.

### **ISSUE**

At issue is approval to request funding from the Northwest Arctic Borough for the Playground Replacement and Refurbishment Project and delegation of authority to the Superintendent to manage the project.

### **BACKGROUND AND/OR PERTINENT INFORMATION**

In Summer 2024, District's Capital Improvements Projects Manager was requested to do an analysis of the condition of the existing playgrounds across the district. The intent was to establish a baseline condition of each playground and determine funding requirements to replace and refurbish playgrounds as needed.

From this effort, playgrounds were divided into categories per level of need as noted below.

1. No work needed – Kivalina's playground is new, and Deering's will be replaced with the new school.
2. Swing set parts or other broken parts or pieces replaced only – Ambler, Kiana, and Shungnak
3. Replacement of broken equipment and parts of swing sets – Buckland, Kobuk, Selawik and Noatak.
4. Replacement of whole play structures, swing sets and adding Safety Surface – Noorvik, and JNES.

An estimate of \$615,000 has been established for this work. Installing code compliant safety surfacing at three schools is roughly one third of the overall cost. Historically, local sources have been used to provide safety surfacing and have often not met the depth or material specifications needed to be code compliant. This was done due to the playground surface being covered by snow most of the year. The playgrounds are not only school playgrounds but are typically the only playground in the community. Installing code compliant safety surfacing is recommended when playgrounds receive major overhauls. For this project that would include Noorvik and JNES.

Grant funding from Northwest Arctic Borough has been discussed in past JMCC meetings and may be a funding opportunity. To move forward, the Superintendent requires Board approval to request funding from the Borough and delegation of authority to manage the project if funding is received.

## **ALTERNATIVES**

1. Approve funding request to the Northwest Arctic Borough not to exceed \$615,000 for the Playground Replacement and Refurbishment Project of playgrounds across the district and delegation of authority to the Superintendent to manage the project, as presented.
2. Do not approve funding request to the Northwest Arctic Borough not to exceed \$615,000 for the Playground Replacement and Refurbishment Project of playgrounds across the district and delegation of authority to the Superintendent to manage the project, as presented.
3. Take no final action.

## **ADMINISTRATION'S RECOMMENDATION**

The administration recommends approval of the funding request to the Northwest Arctic Borough for \$615,000 for the Playground Replacement and Refurbishment Project of playgrounds across the district.

# MEMORANDUM

**TO:** NWABSD Board of Education  
Members

**DATE:** August 26, 2025

**NUMBER:** 26-029

**FM:** Office of the Superintendent

**SUBJECT:** Approval FY26 Contract;  
DD Strait Consulting, LLC

**ABSTRACT**

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

**ISSUE**

Renewal of the time and materials contract for DD Strait Consulting, LLC, in an amount not to exceed \$135,000 to cover the cost of capital project management services for FY 2026.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Capital projects and their management are part of the capital budget, they are not part of the operating budget. Costs are reimbursed to the district when grants are awarded for capital improvements.

Starting in May 2022 Dena Strait, through DD Strait Consulting, LLC, (DDSC) has supported the District’s capital projects. Originally Ms. Strait’s work was performed under the mentorship of long-time Capital Projects Manager Kathy Christy as she phased into retirement. At this time, DDSC is responsible for any new projects or efforts as they arise, and Ms. Christy is closing out projects she has managed.

In early 2024 DD Strait Consulting, LLC was selected as the replacement capital projects manager following a competitive request for proposal process. That contract may be renewed up to four additional years and the position must be advertised every five years.

Scope of Work for the position includes grant applications to various entities, management of any funded projects, and additional duties as requested.

The total contract is not to exceed \$135,000 and will cover all services in FY26. The amount includes both direct costs and reimbursable costs, such as travel, printing or postage, etc. as they arise. As a contractor instead of a district employee, DDSC does not receive District benefits.

Budgets for anticipated FY26 expenditures include:

<b>Budgets for anticipated Project Management efforts</b>		<b>Reimbursed by Grant if awarded?</b>	
Selawik & Noorvik Fire Alarm Project Management	\$6,000	yes	
Davis-Ramoth K-12 School Renovation	\$25,000	yes	
Buckland Phase II Project management	\$7,000	yes	
AHFC Teacher Housing FY26 Grant applications	\$10,000	yes	
Noatak Teacher Housing Project Management- Grant Reporting	\$12,000	yes	
Districtwide DDC Project Management	\$20,000	yes	
Districtwide Fire Alarm Project Management	\$20,000	yes	
Deering – Managing design team, DEED funding, FY27 and FY28 (assumed) grant applications, Site work construction contract	\$20,000	yes	
General Assistance as requested by the District, attendance at Board meetings, teacher housing and playground assessments, grant applications for future projects, etc.	\$15,000	Not all, but most is paid back from grants if/when awarded	
	\$135,000		

**ALTERNATIVES:**

1. Approve renewal of FY26 contract to DD Strait Consulting, LLC for capital project management services not to exceed \$135,000 as presented.
2. Do not approve renewal of FY26 contract to DD Strait Consulting, LLC for capital project management services not to exceed \$135,000 as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve renewal of capital projects management contract for FY26 to DD Strait Consulting, LLC in an amount not to exceed \$135,000 as presented.