

## NWABSD Regular Board Meeting

Tuesday, February 24, 2026 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>SUPERINTENDENT'S REPORT</u>                                | <b>Presenter:</b> Terri Walker, Superintendent     |
| 8.  | <u>EXECUTIVE SESSION</u>                                      | <b>Presenter:</b> Margaret Hansen, Board President |
| 9.  | <u>ADOPTION OF CONSENT AGENDA</u>                             | <b>Presenter:</b> Margaret Hansen, Board President |
| 10. | <u>COMMUNICATIONS &amp; ITEMS INTRODUCED BY BOARD MEMBERS</u> | <b>Presenter:</b> Margaret Hansen, Board President |
| 11. | <u>DATE, TIME, &amp; LOCATION OF NEXT MEETING</u>             | <b>Presenter:</b> Margaret Hansen, Board President |
| 12. | <u>ADJOURNMENT</u>  |  |

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**FR:** Office of the Superintendent

**SUBJECT:** Superintendent's Report

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### **Attendance**

For fall semester 2025, here's the % breakdowns:

Out of 1847 students:

- Regular Attendance, Absent 5% or less - **611 students**
- At-Risk Attendance, Absent 5.1% - 9.9% - **537 students**
- Chronic Attendance, Absent 10 % or more - **514 students**
- Severe Chronic Absence, Absent 20% or more - **185 Students**

### **K-12 Attendance**

|      | <u>9/19/25</u> | <u>10/31/25</u> | <u>12/20/25</u> | <u>1/30/26</u> |
|------|----------------|-----------------|-----------------|----------------|
| AMB  | 80.92%         | 82.50%          | 81.06%          | 81.13%         |
| BKC  | 91.62%         | 89.76%          | 87.18%          | 85.97%         |
| DRG  | 92.99%         | 94.01%          | 91.81%          | 89.90%         |
| IAN  | 80.57%         | 81.47%          | 77.39%          | 76.74%         |
| KVL  | 78.15%         | 79.19%          | 76.15%          | 76.25%         |
| OBU  | 83.17%         | 88.72%          | 89.32%          | 89.50%         |
| JNES | 88.12%         | 87.31%          | 85.60%          | 84.75%         |
| KMHS | 81.04%         | 84.24%          | 82.01%          | 81.77%         |
| WTK  | 83.57%         | 81.34%          | 78.84%          | 77.19%         |
| ORV  | 88.03%         | 87.14%          | 83.48%          | 81.53%         |
| WLK  | 87.17%         | 81.40%          | 79.33%          | 77.72%         |
| SHG  | 93.90%         | 86.60%          | 87.09%          | 87.67%         |
| <br> |                |                 |                 |                |
| DIST | 83.53%         | 85.39%          | 83.04%          | 82.50%         |

### **Enrollment**

Pre-K -12 grade enrollment is 1878, and K-12<sup>th</sup> grade enrollment is 1762, an increase of 4 students since the February report.

### **Childcare Working Group Update**

We are waiting for the price per square footage to determine the Lease agreement with I!i!igaat Munaqsrivait.

### **NWALT**

NWALT met on February 2, 2026.

- Re-organization of Co-Chairs – School District, Margaret Hansen and Borough Mayor, Dickie Moto.
- 2026 NWALT Priorities – Each organization will send its top priorities to Shayne
- Introduction of Renowned Motivational Speaker, Dominique Smith

- Get out the vote discussion – We need to plan what we can do to support more voters registering and voting.
- October student count – Margaret explained the OASIS and that October is the month we need students in school to increase our enrollment.
- Breathe Free Alaska – Maniilaq introduced a resolution. Administration will review and submit for approval at the April meeting.
- Regional collaboration to strengthen employment opportunities and access to funding.
- 2026 calendar and activities – DC and Juneau trip discussion for lobbying.

### **Juneau Lobbying**

Margaret Hansen, Tillie Ticket, and I attended the AASB legislative fly-in. We lobbied alongside the North Slope Borough School District. Attached is the agenda with the legislators we visited, the joint Legislative flyer, and a couple of separate flyers we presented.

Attached is my travel request.

Quyaanna,

Terri Walker, Superintendent

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** February 24, 2026

**NUMBER:** 26-105

**FR:** Office of the Superintendent

**SUBJECT:** Approval of  
Superintendent 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:**

Federal Lobbying with the Northwest Arctic Leadership Team in Washington D.C., March 25-27, 2026.

ASCA Lobbying in Juneau, March 28-April 1, 2026

**FUNDING SOURCE:**

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.

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

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

President Margaret Hansen called the 440<sup>th</sup> special meeting of the Northwest Arctic Borough School District Board of Education to order at 1:05 p.m. on Monday, January 19, 2026, virtually on Teams.

Board Members present were:

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

Board Members absent and excused were Shannon Melton and Alice Melton-Barr

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Staff present: Terri Walker-Superintendent, Jeff Alexader, Assistant Superintendent; Joy Cogburn-Smith-Director of State/Federal Programs; James Stewart, Human Resources Director; Joseph Groves, Director of ATC; Dena Strait, Capital Projects Manager; Deborah Landcaster, Director of Curriculum; Amy Eakin, Director of Technology; Paulette Schurch, Director of Inupiaq Curriculum; Mark Moore, Director of Property Services; Kristen Walker, Executive Assistant.

Millie Hawley motioned to adopt the agenda. Carol Schaeffer seconded the motion. Motion passed unanimously.

Alice Adams moved that the Board go into an executive session at 1:10 p.m.; Seconded by Millie Hawley. Unanimously approved. The Board reconvened from executive session at 5:24 p.m.

Carol Schaeffer motioned to add to the agenda of the Regular Board of Education meeting scheduled for January 21, 2026, to approve the Superintendent's evaluation and renew a three-year contract with Terri Walker effective 7/1/2026 to 6/30/2029. Second by Marie Greene; approved unanimously by the Board.

None at this time.

The next Board meeting of the NWABSD Board of Education will be held January 21, 2026.

Marie Greene moved to adjourn the meeting, seconded by Alice Adams.

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

\_\_\_\_\_  
Tillie Ticket, Secretary

\_\_\_\_\_  
Kristen Walker, Recording Secretary

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION OF STAFF/GUESTS

APPROVAL OF AGENDA

EXECUTIVE SESSION

ADOPTION OF CONSENT AGENDA

COMMUNICATION AND ITEMS  
PRESENTED BY BOARD MEMBERS

DATE/TIME OF NEXT BOARD  
MEETINGS

ADJOURNMENT



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

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

President Margaret Hansen called the 441<sup>st</sup> regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:02 p.m. on Wednesday, January 21, 2026, virtually on Teams.

Board Members present were:

Alice Melton-Barr  
Tillie Ticket  
Carol Schaeffer  
Marie Greene  
Jeanne Gerhardt-Cyrus  
Alice Adams  
Lawrence Jones  
Erica Nelson  
Margaret Hansen

Board Members absent and excused were Shannon Melton

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Staff present: Terri Walker-Superintendent, Jeff Alexander, Assistant Superintendent; Joy Cogburn-Smith-Director of State/Federal Programs; James Stewart, Human Resources Director; Joseph Groves, Director of ATC; Deborah Landcaster, Director of Curriculum; Amy Eakin, Director of Technology; Paulette Schurch, Director of Inupiaq Curriculum. Natalie Dickey, Director of Administrative Services; Kristen Walker, Executive Assistant.

No public comment was given.

Carol Schaeffer motioned to approve the agenda with the removal of School Presentations, which were completed at the Work Session. Margaret Hansen seconded and a unanimous vote approved the motion.

Employee of the month for January: Kenneth Vidosola from Kotzebue Middle High School; Viola Thomas from Buckland School; Delores Iyatunguk from Deering School; were presented by Superintendent Walker.

Superintendent Walker presented her report.

Carol Schaeffer moved that the Board go into an executive session to discuss matters, the immediate knowledge of which clearly would have an adverse effect upon finance of the school district; Seconded by Marie Greene.

Motion passed unanimously by voice vote.

The Board convened into executive session at 4:14 p.m.

The board convened into executive session at 5:04 p.m.

Marie Greene moved to approve the consent agenda, pulling Memorandum 26-052, Seconded by Tillie Ticket. Approved by rollcall vote.

Marie Greene moved to approve the September 30, 2025, Special meeting minutes. Seconded by Tillie Ticket. Approved unanimously.

Marie Greene moved to approve the November 26, 2025, Special meeting minutes. Seconded by Tillie Ticket. Approved unanimously.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

INTRODUCTION OF STAFF/GUESTS

PUBLIC COMMENTS

APPROVAL OF AGENDA

RECOGNITION AND AWARDS

SUPERINTENDENT'S REPORT

EXECUTIVE SESSION

ADOPTION OF CONSENT AGENDA

APPROVAL OF UNADOPTED  
SEPTEMBER 30, 2025, SPECIAL  
MEETING MINUTES

APPROVAL OF UNADOPTED  
NOVEMBER 26, 2025, SPECIAL  
MEETING MINUTES

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

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

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

Each month various Human Resources actions occur, which require Board action or cognizance. 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. The administration recommends the Board approve the Human Resources actions as presented.

Board approval is required for contracts that exceed \$50,000. Access Behavioral Services, provides oversight, direct, and indirect services for children across the district with extreme behaviors, including autism. The consultants have a history of working effectively with staff and students in the special services program. Access Behavioral Services will provide services to students, their teachers, and parents, in the regular and special education programs with challenging behaviors.

This contract will provide the opportunity to assist the district in providing services as to improve educational advantages for students in the district. Access Behavioral Services also consults with all staff, parents, and community members and agencies. The MOA, which includes travel, is for \$94,000 and will provide services that were originally contracted with Method Works. The Method works contract has been voided and services will now be provided by Access Behavioral Services. Funding Sources: Special Ed General Fund= \$94,000. The administration recommends board approval of the FY 27 MOA with Access Behavioral Services, in the amount not to exceed \$94,000 as presented.

Board approval is required for contracts that exceed \$50,000. Autism Partnerships provides oversight, direct, and indirect services for children across the district with extreme behaviors, including autism. The consultants have a history of working effectively with staff and students in the special services program. Autism Partnerships will provide services to students, their teachers, and parents, in the regular and special education programs with challenging behaviors.

This contract will provide the opportunity to assist the district in providing services as to improve educational advantages for students in the district. Autism Partnerships also consults with all staff, parents, and community members and agencies. The MOA, which includes travel, is for \$83,000. Funding Sources: Special Ed General Fund= \$83,000.

The administration recommends board approval of the MOA FY 27 with Autism Partnerships, in the amount not to exceed \$83,000 as presented.

Board approval is required for contracts that exceed \$50,000. Terese Kashi Ph.D., NCSP is a Nationally Certified School Psychologist who will provide special education direct service, consultation, supervision, and assessment services for children across the district. She is an experienced practitioner from Soldatna Alaska, who has experience working effectively with staff and students in special services programs within Alaska. She will provide direct service to students, consultations with teachers and parents in the regular and special education programs. She will conduct psychological and special education evaluations.

This contract will provide her the opportunity to assist the district in providing service, evaluation, and consultation services as required by law to special education students in the district. She will also consult with all staff, parents, and community members and agencies. The grant funded contract which includes travel, is for an amount not to exceed \$98,500. Funding Sources: Special Ed General Fund = \$48,500. Sped grant VIB = \$50,000.

The administration recommends the Board approve the FY-27 contract with Terese Kashi, Ph.D., for an amount not to exceed \$98,500.as presented.

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

APPROVAL OF HUMAN RESOURCES

APPROVAL OF FY 27 MEMORANDUM OF AGREEMENT; ACCESS BEHAVIORAL SERVICES

APPROVAL OF FY 27 MEMORANDUM OF AGREEMENT; AUTISM PARTNERSHIP-SANFORD SLATER

APPROVAL OF FY 27 CONTRACT; SCHOOL PSYCHOLOGIST, TERESE KASHI, PH. D

Board approval is required for contracts that exceed \$50,000. Emily Davis Ph.D., Certified School Psychologist who will provide special education direct service, consultation, supervision, and assessment services for children across the district. She is an experienced Alaskan practitioner who has experience working effectively with staff and students in special services programs within NWABSD. She will provide direct service to students and consultations parents and consultation and mentoring of special education teachers. She will assist with pre-evaluation processes, conduct psychological and special education evaluations, write evaluation summaries and eligibility reports, write Individual education plans for students. This contract will provide her the opportunity to assist the district in providing service, evaluation, and consultation services as required by law to special education students in the district. She will also consult with all staff, parents, and community members and agencies. The contract which includes travel, is for an amount not to exceed \$112,000.

Funding Sources: Special Ed VIB Grant)= \$62,000. Special Ed General Fund= \$50,000.

The administration recommends the Board approve the FY-26 contract with Emily Davis, Ph.D., for an amount not to exceed \$112,00 as presented.

Board approval is required for contracts that exceed \$50,000. 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). Funding Source: Counseling Grant = \$123,500.00.

The administration recommends board approval of the FY 27 Counselor MOA-Clay Moose in the amount not to exceed \$123,500. as presented.

Board approval is required for contracts that exceed \$50,000. Janelle Coop, MA CCC-SLP is a Speech/Language Pathologist who provides oversight, direct, and indirect services, mostly in the form of evaluations, for children 0-21 primarily located in villages. She is an experienced therapist who has a history of working effectively with staff and students in the special services program at NWABSD. She will provide direct service, consultations, and oversee and conduct speech/language evaluations.

This contract, partially supported by grants, will provide her the opportunity to assist the District in providing service, evaluation, and consultation services as required by law to special education students in the district. Her MOA, including travel, is for \$120,000. This MOA is 100% grant funded.

Funding Sources: Special Ed VIB Grant = \$100,000.00. Special Ed 619 Grant = \$20,000.00.

The administration recommends board approval of the FY 27 MOA with Janelle Coop, SLP in the amount not to exceed \$ \$120,000. as presented.

Board approval is required for contracts that exceed \$50,000. Anna Coddington, MA CCC-SLP is a Speech/Language Pathologist who will provide oversight, direct, and indirect services, mostly in the form of evaluations, for children 0-21 primarily located in villages. She is an experienced therapist who has experience in rural Alaska. She will provide direct service, consultations, and oversee and conduct speech/language evaluations.

This contract will provide her the opportunity to assist the district in providing direct speech therapy service, evaluation, and consultation services as required by law to special education students in the district. Her MOA, including travel, is for \$64,000. Funding Sources: Special Ed VIB Grant = \$32,00. Special Ed General Fund= \$32,000.

The administration recommends board approval of the MOA with Anna Coddington, SLP in the amount not to exceed \$ \$64,000.as presented.

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 5138 Student

APPROVAL OF FY 27 CONTRACT;  
SCHOOL PSYCHOLOGIST, EMILY  
DAVIS, PH. D

APPROVAL OF FY 27 MEMORANDUM  
OF AGREEMENT; SCHOOL  
PSYCHOLOGIST, CLAY MOOSE,  
COUNSELOR

APPROVAL OF FY 27 MEMORANDUM  
OF AGREEMENT; COOP, SLP

APPROVAL OF FY 27 MEMORANDUM  
OF AGREEMENT; ANNA  
CODDINGTON, SLP

APPROVAL OF PROPOSED  
REVISIONS TO BP 5138 STUDENT  
POSSESSION AND USE OF

Possession and Use of Portable Electronic Devices Including Cellular Phones within the Students series. This policy makes a number of changes to the model cell phone policy, in light of HB 57. It provides districts several options on how to regulate cell phones in schools, and provides clarifying definitions. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

PORTABLE ELECTRONIC DEVICES  
INCLUDING CELLULAR PHONES;  
FIRST READING

The administration recommends the Board approve the first reading of the proposed revisions to BP 5138 Student Possession and Use of Portable Electronic Devices Including Cellular Phones as presented and open for public comments.

Board policy revisions require Board approval. The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the first reading of the proposed revisions to BP 6151 Class Size within the Instruction series. This new policy establishes the class size requirement provisions that districts must create under HB 57. The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments. The administration recommends the Board approve the first reading of the proposed revisions to BP 6151 Class Size as presented and open for public comments.

APPROVAL OF PROPOSED  
REVISIONS TO BP 6151 CLASS SIZE;  
FIRST READING

Board approval is required for purchases that exceed \$50,000. There is no cost to this specific list, but it does require Board approval. Costs will be presented in project specific memos as appropriate. The administration is requesting approval of the attached DRAFT 6-Year CIP list to allow application preparation between now and September 1, 2026. A final list will be presented for approval in the August 2026 meeting as it is required to be submitted with any DEED CIP application. Only those projects listed in FY28 will be submitted in 2026. Funding source: Capital Improvement Funds. The administration recommends the Board approve the DRAFT 6-Year CIP list as presented.

APPROVAL OF DRAFT 6-YEAR CIP  
PLAN

Board approval is required for purchases that exceed \$50,000. There is no cost to developing and utilizing this priority list. Costs will be presented in project specific memos as appropriate. The administration is requesting approval of the attached 2026 6-Year Teacher Housing priority list to allow preparation of applications as required. Years of planned submission and construction are listed on the attached list. Funding source: Capital Improvement Funds. The administration recommends the Board approve the 6-Year Teacher Housing Priority list as presented.

APPROVAL OF 6-YEAR TEACHER  
HOUSING PRIORITY LIST

Board approval is required for purchases that exceed \$50,000. The administration is requesting approval of design contracts to RSA Engineering, EHS-Alaska, and HMS, Inc not to exceed \$75,000. Each contract will be under \$50,000, but cumulatively they could be up to \$75,000. Work will include 95% documents and an associated cost estimate. This will aid the administration in seeking grant funds for construction funding. Funding source: Capital Improvement Funds. The administration recommends the Board approve Design Contracts not to exceed \$75,000 for Buckland Boiler Replacement FY28 DEED Grant Application as presented.

APPROVAL OF DESIGN CONTRACT  
FOR BUCKLAND BOILER  
REPLACEMENT FY 28 DEED GRANT  
APPLICATION

Board approval is required for purchases that exceed \$50,000. The administration is requesting acceptance of \$700,000 in AHFC grant funding for the above noted project, as well as commitment of \$340,000 in match. In August 2025, Board approved the application of this grant and a \$330,000 match. Final grant submission estimates determined \$340,000 total in match is needed. Work renovates a 3-bedroom unit in Buckland, converts two modular classrooms in Kivalina to become two, one-bedroom units and one, two-bedroom unit. It also adds a bedroom to the Principal's house in Noatak to make it a 3-bedroom unit. Funding source: Alaska Housing Finance Corporation grant and Capital Improvement Funds. The administration recommends the Board accept \$700,000 in AHFC grant funding and commit an amount not to exceed \$340,000 in match for the Buckland, Kivalina and Noatak Renovations and Addition as presented.

APPROVAL TO ACCEPT AHFC GRANT  
AND COMMIT MATCH FOR  
BUCKLAND, KIVALINA AND NOATAK  
RENOVATIONS & ADDITION

Board approval is required for purchases that exceed \$50,000. In mid-2025, Administration applied to Representative Begich's office for Congressionally Directed Spending funds. The funding was included and passed through Congress, to be administered through USDA. Grant is for \$847,568. This grant covers all of the DEED required match except \$475,000. \$455,000 of that was committed by Borough and spent on replacement of Noorvik's Fire Alarm in 2025. \$20,000 was committed by District through Memo 24-115 in March 2024. Together, all three funding sources provide the \$1,322,568 in required match to the DEED grant. Work replaces the fire

APPROVAL TO ACCEPT USDA  
FUNDING FOR DISTRICTWIDE FIRE  
SYSTEM REPLACEMENT, 6 SITES

alarms in Ambler, Noorvik, Buckland, JNES & KMHS and Shungnak. Shungnak will also get a new sprinkler system. Funding source: US Department of Agriculture grant, NWA Borough and Capital Improvement Funds. The administration recommends the Board accept \$847,568.00 in USDA grant funding for Districtwide Fire System Replacement, 6 sites project as presented.

Board approval is required for purchases that exceed \$50,000. Shungnak is included in the DEED grant funded projects for both the Districtwide Fire System Replacement, 6 sites and the HVAC Controls Upgrades, 8 sites project. CIP Manager is managing all engineers for both of these projects. However, Shungnak, because it is also getting a new sprinkler system, has a much broader scope of work and number of required engineering disciplines such as structural, hazardous materials and potentially civil. A coordinating entity, such as Burkhart Croft, is needed for the expanded number of engineers, and for architectural design to support the engineer's work. Work includes a new fire alarm, sprinkler and HVAC Controls systems in Shungnak. Funding source: DEED grants 25-023 & 26-005. The administration recommends the Board approve the design contract to Burkhart Croft Architects Not To Exceed \$525,000 for Shungnak Fire Systems and HVAC Controls Replacement Project as presented.

APPROVAL OF DESIGN CONTRACT FOR SHUNGNAC FIRE SYSTEMS AND HVAC CONTROLS REPLACEMENTS PROJECT

Board approval is required for purchases that exceed \$50,000. ILILGAAT MUNAQSRIVIAT Childcare Working Group, which the District is part of, is working to renovate the vacated 6th Grade Pod within KMHS into a childcare center. Design and construction is needed to renovate the space for this use and Maniilaq is funding these efforts. Draft MOA has been negotiated between the District and Maniilaq, with legal review by each entity's legal counsel to develop the document now before the Board. MOA provides a not to exceed amount of \$3,225,000 for design and construction. By agreeing to the MOA, the Board accepts this funding. Funding source: Maniilaq Association MOA. The administration recommends the Board approve the MOA with Maniilaq Association for design and renovations within KMHS for the ILILGAAT MUNAQSRIVIAT Childcare Center and accept \$3,225,000 to fund this work as presented.

APPROVAL OF MANIILAQ MOA FOR ILILGAAT MUNAQSRIVIAT CHILDCARE CENTER

The School Board shall establish and maintain a balanced budget. The FY26 General Fund Operating Budget was approved and adopted at the April 28th, 2025:

APPROVAL OF BUDGET REVISION #2

Revenues: \$65,877,405  
Expenditures: \$70,727,105  
Transfer in from Other Funds: \$2,300,000  
Transfers out to Other Funds: \$675,000

The FY26 GF Budget Revision #1, was approved and adopted at the August 26th, 2025:

Revenues: \$73,280,013  
Expenditures: \$74,983,853  
Transfer in from Other Funds: \$2,300,000  
Transfers out to Other Funds: \$2,815,000

Presented to you is Budget Revision #2 for the FY26 Operating Fund Budget:

Revenues: \$73,280,013  
Expenditures: \$73,389,518  
Transfer in from Other Funds: \$2,300,000  
Transfers out to Other Funds: \$2,815,000

This revision includes an overall decrease to expenditures of \$1,594,335 as the District transitions from projected expenses to actuals, including the release of partial salaries and unused benefits.

The administration recommends the Board approve Revision #2 of the FY26 General Fund Operating Budget as presented.

Board approval is required for contracts that exceed \$50,000. 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, fully 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. Funding Source: Sped VIB Grant = \$10,000. Sped 619 Grant = \$34,000. ELF Grant = \$10,000. The administration recommends board approval of the FY 27 MOA with Kristen Bacon, Physical Therapist in the amount not to exceed \$54,000 as presented.

APPROVAL OF FY 27 MEMORANDUM OF AGREEMENT; BACON, PHYSICAL THERAPY

Superintendent's out-of-district travel requires Board approval. Request for Out-of-District Travel by the Superintendent Upcoming Travel Dates: 2026 Winter Immersion Symposium February 12-13, at Spokane, WA.

APPROVAL OF SUPERINTENDENT'S TRAVEL

Creating a successful Indigenous Language leaders, teachers, activists and program managers on how to develop a proven fluency transfer system that can be used to train new, advanced fluent speakers who are empowered to teach and live in the language to intergenerational use and transmission of Indigenous language.

Winter 2025 Immersion Symposium participants will learn about: our Indigenous Language Fluency Transfer System (ILFTS) how we train new fluent adult speakers & teachers with the ILFTS how other communities can adapt and adapt our ILFTS for their own languages to power successful Indigenous language revitalization. Training will include observation in Salish immersion classrooms, lecture about the elements of successful language revitalization and intensive training on the Indigenous Language Fluency Transfer System (ILFTS). Funding source: General Funds budgeted for FY 26. The administration recommends the Board approve the Superintendent's request for out-of-district travel as presented.

Board approval is required for services that exceed \$50,000. Current Districtwide cameras are failing, obsolete, and in need of full replacement. The new Kisimjigtug School had this system installed after being built. Napaaqtugmiut School, KMHS, and JNES have a very small handful of cameras and vape sensors. The Alaska Technical Center has fully funded this system with a grant and is in the process of installing it. Multiple regionwide competitive quotes were sought prior to moving forward with Kisimjigtug School's system and purchase via SHI. The systems provide full exterior camera security as well as interior, common area, and entrance/exit security. The vape sensors alert the Administration when someone is vaping.

APPROVAL OF SHI REGIONWIDE VERKADA CAMERA AND VAPE SENSOR PURCHASE

- Ambler \$ 56,881.80
- Buckland \$ 69,309.70
- Deering \$ 43,445.80
- Kiana \$ 54,518.75
- Kobuk \$ 35,259.50
- Kotzebue External \$ 57,507.40
- Kotzebue – JNES \$ 38,452.40
- Kotzebue – KMHS \$ 29,173.20
- Noatak \$ 50,949.30
- Noorvik \$ 49,000.00
- Selawik \$ 64,063.70
- Shungnak \$ 46,759.40
- TOTAL \$ 595,320.95

Donated funds: These items are not currently budgeted and will not be purchased unless the District receives donated funds sufficient to cover the cost. The administration recommends Board approval of the purchase of Verkada cameras and vape sensors from SHI for a total amount not to exceed \$595,320.95, pending the donated funds as presented.

The board shall employ or contract for a Superintendent. Board member approval of the Superintendent contract is required. The Superintendent is requesting a contract between NWABSD and Superintendent Terri Walker from July 01, 2027, to June 30, 2029. Approve the Superintendent's contract as presented.

APPROVAL OF SUPERINTENT'S CONTRACT FY 27-29

Board member approval of the Superintendent Evaluation summary is required. Board Policy 2123 Evaluation of the Superintendent states that the Board believes that an annual evaluation of the Superintendent's performance strengthens working relationships between the Superintendent and the Board. The evaluation process should clarify the Superintendent's role and give the Board and Superintendent an opportunity to jointly identify immediate priorities among the Superintendent's many responsibilities. Evaluations also should help the Board to monitor progress toward established goals and to set reasonable criteria for salary increases and/or contract extension. The Board shall meet with the Superintendent to discuss the evaluation, including commendations in areas of strength and recommendations for improving effectiveness. The Superintendent and Board members shall agree upon and sign an evaluation summary. Additional evaluations may be arranged at any time during the school year at the request of either the Board or the Superintendent.

APPROVAL OF SUPERINTENDENT'S EVALUATION

BP 2123 EVALUATION OF THE SUPERINTENDENT

The Board believes that an annual evaluation of the Superintendent's performance strengthens working relationships between the Superintendent and the Board. The evaluation process should clarify the Superintendent's role and give the Board and Superintendent an opportunity to jointly identify immediate priorities among the Superintendent's many responsibilities. Evaluations also should help the Board to monitor progress toward established goals and to set reasonable criteria for salary increases and/or contract extension.

The Board shall meet with the Superintendent to discuss the evaluation, including commendations in areas of strength and recommendations for improving effectiveness. The Superintendent and Board members shall agree upon and sign an evaluation summary. Additional evaluations may be arranged at any time during the school year at the request of either the Board or the Superintendent.

(cf. 2121 - Superintendent's Contract)

The evaluation process shall be reviewed annually to determine whether any of the following steps need improvement:

1. Developing or reviewing/revising the superintendent's job description.
2. Adopting or reviewing/revising evaluation policy.
3. Establishing clear criteria to include progress on district goals.
4. Establishing or reviewing/revising the evaluation process.
5. Carrying out the evaluation.
6. Summarizing the results.
7. Discussing the results with the superintendent.
8. Developing a plan for growth and improvement.

(cf. 9321 - Executive Sessions)  
Adopted: February 25, 1994

The board approves Audited Financial Statements. The District is required by State law to have an annual audit performed by independent auditors. The annual financial audit is an independent and unbiased examination of the District's financial information. It is required that the FY25 Audited Financial Statements be sent to the Alaska Department of Education and Early Development by November 15th of each year and be approved by the board. Altman, Rogers & Co. presented a final draft of the FY25 financial statement information and auditor opinions to the Board during the November 12, 2025, work session. Funding source: the FY25 Audited Financial Statements cover the operation of the Northwest Arctic Borough School District for the period July 1, 2024, through June 30, 2025. The Administration recommends the Board approve the FY25 Audited Financial Statements, as presented

APPROVAL OF AUDITED FINANCIAL STATEMENT FY 25

Closing remarks and expressions of thanks offered by each Board member in attendance.

COMMUNICATION AND ITEMS PRESENTED BY BOARD MEMBERS

The next regular meeting of the NWABSD Board of Education will be held in person on February 23–24, 2026, with a potential additional day on February 25 for a joint Borough meeting.

DATE/TIME OF NEXT BOARD MEETINGS

Tillie Ticket moved to adjourn the meeting, seconded by Alice Adams.

ADJOURNMENT

Motion passed with unanimous consent. The meeting adjourned at 5:25 pm.

\_\_\_\_\_  
Tillie Ticket, Secretary

\_\_\_\_\_  
Kristen Walker, Recording Secretary

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-083

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 5138  
Student Possession and  
Use of Portable Electronic  
Devices Including Cellular  
Phones; 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 5138 Student Possession and Use of Portable Electronic Devices Including Cellular Phones.

### **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 5138 Student Possession and Use of Portable Electronic Devices Including Cellular Phones within the Students series.

This policy makes a number of changes to the model cell phone policy, in light of HB 57. It provides districts several options on how to regulate cell phones in schools, and provides clarifying definitions.

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

### **ALTERNATIVES:**

1. Approve the second reading of the proposed revisions to BP 5138 Student Possession and Use of Portable Electronic Devices Including Cellular Phones as presented;
2. Do not approve the second reading of the proposed revisions to BP 5138 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 5138 Student Possession and Use of Portable Electronic Devices Including Cellular Phones as presented.

## **BP 5138 STUDENT POSSESSION & USE OF PORTABLE ELECTRONIC DEVICES, INCLUDING CELLULAR PHONES**

The School Board recognizes that many students possess and use cell phones and other portable electronic devices. These devices serve an important purpose in facilitating communication between the student and ~~his or her~~their family, as well as serving as tools to access electronic information. In the school setting, portable electronic devices are permitted so long as their use is consistent with this policy and does not interfere with the educational process or with safety and security.

*(cf. 5030 - School Discipline and Safety)*

### **Educational Uses**

In many instances, there is educational value in utilizing portable electronic devices in the classroom when such devices deliver content, and extend, enhance, and/or reinforce a student's learning process related to the student's learning style, the instructional objectives of the class and/or the learning environment. The appropriateness of in-class use of these devices consistent with the instructional objectives within instructional time will be determined by the classroom teacher with the approval ~~by of~~ the ~~building site~~ administrator.

Use of portable electronic devices for students with disabilities will be outlined in a student's Individualized Education Program (IEP) or Section 504 plan, as determined appropriate by the IEP or 504 Team.

*(cf. 6159 - Individualized Education Program)*

If use of a portable electronic device is required in individual instances (not provided for in an IEP or 504 plan) to assist a student with the student's education, permission must be obtained in writing from a ~~building site~~ administrator prior to use of the portable electronic device at any time when such use would otherwise be prohibited by this policy. In case of an emergency, verbal permission by a teacher or administrator is required in situations where permission can be obtained.

### **Conditions of Use – Cellular Phones**

Note: School boards may select one of the two options for the use of cellular phones in schools. These conditions may be modified as desired.

(Option 1): High school students (grades 9 – 12) may use cellular phones and other personal portable electronic devices before and after school, during passing periods, and during the student's lunch period. Elementary and middle school students (grades K-8) may use such devices only before and after school. Devices should be powered off and put away at all other times.

~~(Option 2): Students may use cellular phones and other personal portable electronic devices only before and after school. Such devices should be powered off and put away at all other times. The School Board shall delegate the responsibility to Advisory School Councils for determining whether students in Middle and/or High School may use cellular phones and other personal, portable electronic devices during their lunch period.~~

~~Students may possess and use portable electronic devices including, but not limited to, cell phones, smartphones, music players, tablets, laptops, etc., subject to limitations of this and other policies of the district.~~

~~Portable electronic devices~~Cellular devices shall not be turned on or used in any way: ~~(1) be powered off~~ during ~~other school sponsored instructional time~~ and supervised group activities during the school day (for example, student assemblies, awards, or other public ceremonies, etc.); ~~or (2) when their use is otherwise prohibited by school., unless authorized by supervising~~ personnel.

~~(cf. 6116—Classroom Interruptions)~~

Instructional time includes the entire period of a scheduled class and other time when students are directed to report to and participate in any instructional activity. The principal site administrator may establish, and school personnel may enforce, additional guidelines limiting or prohibiting the possession and use of portable electronic devices as appropriate to campus needs. The learning environment includes all times that a student is on school grounds during the school day and when school sponsored and supervised group activities are held.

*~~Note: The following optional paragraph reflects the guidelines used by the Anchorage School District to specify permitted uses based on grade level. It may be revised or deleted as appropriate.~~*

No student may use a cellular phone or portable electronic device in a manner, or at a time, that interferes with or is disruptive of another student's instructional time learning environment. The learning environment includes all times that a student is on school grounds during the school day and when school sponsored and supervised group activities are held. ~~High school students may use cellular phones and other portable electronic devices before and after school and during the student's lunch period. Elementary and middle school students (grades K-8) may use such devices only before and after school. Additionally, no student may use a cellular phone or portable electronic device in a manner, or at a time, that interferes with or is disruptive of other students' instructional time.~~

(cf. 6116 - Classroom Interruptions)

During the school day and school-sponsored activities/instructional time, students will comply with this policy and with administrative and staff member directives regarding use. Students are required to turn cell phones and other portable electronic devices over to school personnel when requested. Students who refuse to do so are subject to disciplinary action.

A cellular phone or portable electronic device that has been confiscated by the District and not turned over to law enforcement will be released/returned to the parent/guardian when no longer necessary for investigation or disciplinary proceedings. As appropriate, the cellular phone or portable electronic device may be returned directly to the student.

The district-District assumes no responsibility for loss or damage to personal property of students, including cell phones and other portable electronic devices, whether in the possession of students or if confiscated by school personnel pursuant to this policy.

### **Prohibited Conduct**

Possession of a cellular ~~tele~~phone or other portable electronic device by students is a privilege. This privilege will be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of the device so as to violate the law or any other school or District rule. In addition to those conduct rules set forth elsewhere, the following actions are strictly prohibited and may result in disciplinary action:

1. Accessing and/or viewing an Internet site that is otherwise blocked to students at school.
2. Sending an e-mail, text message or other communication that harasses, intimidates, threatens, bullies, or discriminates against another individual.
3. Taking, sending, downloading or uploading a harassing, threatening, or inappropriate photograph-photo/video of anyone.
4. Using a cell phone/smartphone or camera to take photos/videos in a restroom, dressing room, or locker room, or to take a photo/video of any person who has requested that you not do so.
5. Using a camera or other recording device to record or capture the content of tests, assessments, homework, or class work without express prior permission from the instructor.
6. Hacking or intentionally obtaining, accessing, or modifying files, passwords, or data belonging to others.

### **Exceptions and Permitted Use**

Nothing in this policy shall be interpreted to prohibit the use of cellular phones or other electronic devices when used for medical or translation purposes, or when a teacher or administrator of the District grants permission for a student to use a cellular phone or electronic device for educational purposes.

6.

(cf. 5131 - Conduct)

(cf. 5131.4 - Campus Disturbances)

(cf. 5131.41 - Violent and Aggressive Conduct)

(cf. 5131.42 - Threats of Violence)

(cf. 5131.43 - Harassment, Intimidation and Bullying)

(cf. 5131.9 - Academic Honesty)

(cf. 5137 - Positive School Climate)

(cf. 6161.4 - Internet)

(cf. 6161.5 - Web Sites/Pages)

### **Searches**

The contents of a cell phone/~~smartphone~~, camera, or other portable electronic device may be searched to determine ownership, to identify emergency contacts, or upon reasonable suspicion that a school or District rule or the law has been violated.

(cf. 5145.12 - Search and Seizure)

#### Legal Reference:

#### ALASKA STATUTES

14.33.300 Wireless telecommunications device policy

~~Revised: November 27, 2012~~

Adopted: November 23, 2010

Revised: November 27, 2012

Revised:

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-084

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 6151  
Class Size; 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 6151 Class Size.

**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 6151 Class Size within the Instruction Board series.

This new policy establishes the class size requirement provisions that districts must create under HB 57.

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

**ALTERNATIVES:**

1. Approve the second reading of the proposed revisions to BP 6151 Class Size as presented;
2. Do not approve the second reading of the proposed revisions to BP 6151 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 6151 Class Size as presented.

## **BP 6151 CLASS SIZE**

The Superintendent or designee shall establish and make available to the public a target average class size for each grade level. The target average class size may not exceed the following:

- **Pre-Kindergarten through Grade 6:** 23 students
- **Grade 7 through Grade 12:** 30 students

The class size targets may exclude mixed grade classes and courses in art, library, music, computer science, vocational-technical, and physical education.

The Superintendent or designee shall also establish a procedure to reduce class sizes when possible and appropriate.

*Legal Reference:*

ALASKA STATUTES

*14.03.065 Maximum classroom size*

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-085

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 5111  
Admission; 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 5111 Admission 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 5111 Admission within the Students series.

This policy update reflects current statutory rules on when a student may begin school, based on their age at admission. It also includes the statutory provision stating that students who are suspended or expelled are not guaranteed admission.

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 5111 Admission as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 5111 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 5111 Admission as presented and open for public comments.

## BP 5111 ADMISSION

**Note:** Pursuant to [4 AAC 06.060](#), authority to deny admission to a student is vested with the School Board. The following sample policy authorizes the Superintendent or designee to deny admission to children who don't meet established entrance requirements.

The School Board believes that all children should have the opportunity to receive a free appropriate public education. Staff shall encourage parents/guardians to enroll all school-aged children in school.

The School Board reserves the right to verify the residency or anticipated residency of any student and the validity of any affidavit of guardianship. These admission policies are not intended to be a barrier to the enrollment and retention of homeless children and youth.

The Superintendent or designee shall verify compliance with all entrance requirements established by law or School Board policy.

Students subject to suspension or expulsion under AS 13.03.160 in the District or another district are not guaranteed admission.

(cf. 5112.6 - Education for Homeless Children and Children in Foster Care Youths)

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5116 - School Attendance Boundaries)

(cf. 5117 - Interdistrict Attendance)

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

**Note:** A child who is six years of age on or before September 1 following the beginning of the school year, and who is under the age of 20 and has not completed the 12<sup>th</sup> grade, is of school age. [AS 14.03.070](#). The school year begins on July 1 and ends June 30. ~~Pursuant to [AS 14.03.080](#), the School Board may admit children under school age who meet School Board standards of mental, physical, and emotional capacity necessary to perform satisfactorily in school and may admit children under school age to kindergarten, as provided below. In 2003, the legislature amended the early entrance statute for the purpose of clarifying that two-year kindergarten programs are not authorized. Districts with early entry into kindergarten must have an~~

~~educational program prescribing that under school age students advance through the curriculum or grade level by the following school year. This is a programmatic requirement and is not meant to limit individualized student assessment. In 2004, the early entrance statute was again amended to provide School Boards with the option of delegating early entrance decisions to the Superintendent or designee. The School Board may establish a kindergarten class for children who are five on or before September 1 following the beginning of the school year; must admit children under school age who move into the district and who were previously enrolled in public school in another district or state; and may admit students over school age and charge them tuition.~~

A child five years of age on or before September 1 may be admitted to kindergarten.

### ~~Early Admission~~

There is no early admission for pre-kindergarten.

Students in kindergarten and above are eligible for early admission through the acceleration process.

(cf. 5123 - Promotion/Acceleration/Retention)

The Superintendent or designee is the delegated authority to make early-entrance determinations. The School Board authorizes the admission of students under school age who are at least four years of age at the beginning of the school year, provided they exhibit the mental, physical, and emotional capacity to perform satisfactorily, including advancement through the curriculum or grade level by the following year.

The cutoff date to apply for early admission to kindergarten will be ten (10) school days after school opening.

~~The School Board authorizes the admission of students under school age who exhibit the ability to perform satisfactorily, including advancement through the curriculum or grade level by the following year. The Superintendent or designee is delegated authority to make early entrance determinations.~~ Students under school age who were previously enrolled in public school shall be admitted to school at the grade level determined by the Superintendent or designee. (AS 14.03.080)

Legal Reference:

### ALASKA STATUTES

[14.30.010](#) When attendance compulsory

[14.03.020](#) School year

[14.03.070](#) School age

[14.03.080](#) Right to attend school

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

[14.03.160](#) Suspension or expulsion of students for possessing weapons

ALASKA ADMINISTRATIVE CODE

[4 AAC 06.055](#) Immunizations required

UNITED STATES CODE

[42 U.S.C. 11432 - 11433](#) McKinney-Vento Homeless Assistance Act

~~Revised: July 28, 2004~~

~~June 11, 2018~~

Adopted: April 28, 2004

Revised: July 28, 2004

Revised: June 11, 2018

Revised:

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-086

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10000  
Concepts and Roles; 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 10000 Concepts and Roles and open for public comments.

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

The Superintendent/designee presents drafts or suggestions for board policy revisions when 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 10000 Concepts and Roles within the Charter Schools series.

This is a new policy that establishes the concepts and roles of a charter school within the NWABSD.

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 10000 Concepts and Roles as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10000 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 10000 Concepts and Roles as presented and open for public comments.

## BP 10000 CONCEPTS AND ROLES

Charter schools are schools established under AS 14.03.250 that operate within the public school district. Charter schools are established upon the approval by the Northwest Arctic Borough School Board (hereafter referred to as School Board) and the State Board of Education and Early Development (hereafter referred to as State Board of Education) of an application for a charter school. Charter schools shall operate under a written contract between the charter school and the School Board.

### The School Board Shall:

1. Prescribe an application procedure, including the formation of an Academic Policy Committee (APC).
4. (cf. 10040 – Academic Policy Committee)
2. Make decisions on charter school applications in writing and issued within 60 days, including relevant findings of fact and conclusions of law.
3. Provide an annual program budget based on student enrollment.
4. Require that Academic Policy Committees support the mission and strategic plan goals of the School District by communicating feedback to the School Board, including recommended responses and actions.

### Role of the Superintendent

1. Once the School Board has a decision in regards to a contract with the Charter School, they will work with the Department of Education and Early Development (DEED) to communicate the decision of the Board in regards to the Charter School.
2. Work with the Principal and APC to ensure reports are timely to the School Board.
3. Ensure that the Charter is following their contract with the School District.

To guide these efforts, the School Board adopts the following definitions:

"Employees" of charter schools are considered employees of the District with all rights guaranteed by their respective collective bargaining agreements unless specifically waived by mutual agreement between the appropriate bargaining unit and School Board.

"Principal" means a person selected by the Academic Policy Committee to select, appoint, or otherwise supervise employees of the charter school. This person is required to possess an Alaska Type B Administrative Certificate. The school-District assumes no responsibility for employing this person after the termination of the charter

school contract ~~unless~~ except as required by state statute and/or an applicable negotiated agreement ~~the person has tenure.~~

“~~Head Lead~~ Teacher” means a person selected by the Academic Policy Committee to select, appoint, or otherwise supervise employees of the charter school. This person is not required to possess an Alaska Type B Administrative Certificate. If a type B is not possessed, the individual may not conduct certificated employee evaluations. The ~~school~~ District assumes no responsibility for employing this person after the termination of the charter school contract except as required by state statute and/or an applicable negotiated agreement ~~unless the person has tenure.~~

"Annual program budget" means the funding generated by students enrolled in the charter school as set forth in AS 14.03.260.

|  |
|--|
| Note: Charter schools operating correspondence programs must comply with the requirements for state approval and operation as set forth in 4 AAC 33.405 – 4 AAC 33.490. Charter schools operating residential programs must comply with the requirements set forth in AS 14.16.100 and 4 AAC 33.090. |
|--|

*Legal Reference:*

Alaska Statutes

*14.03.250-14.03.280 Charter Schools*

*AS 14.16.100 Application for residential school*

Alaska Administrative Code

*4 AAC 33.110-119 Charter Schools*

*4 AAC 33.405 - .490 Correspondence Study Programs*

*4 AAC 33.090 District-operated statewide and district-wide residential schools*

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-087

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10010  
Establishment of Charter  
Schools; 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 10010 Establishment of Charter Schools 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 10010 Establishment of Charter Schools within the Charter Schools series.

This is a new policy that outlines the process for establishing a charter school.

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 10010 Establishment of Charter Schools as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10010 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 10010 Establishment of Charter Schools as presented and open for public comments.

## **BP 10010 ESTABLISHMENT OF CHARTER SCHOOLS**

The School Board shall give appropriate consideration to any charter school application, in light of its overall effect on the School dDistrict's children and the proposed school's ability to function effectively and meet its goals. The School Board desires to support innovations which improve student learning and views charter schools as an opportunity to implement school-level reform. In accordance with law, the proposed charter must include descriptions of the vision, mission and goals of the charter school, the governance structure which will be used, the educational outcomes to be attained by students, and the method by which progress in meeting these outcomes will be measured. The mission of the proposed charter school must be compatible with the School Board's priorities and the existing mission statement and strategic plan of the dDistrict.

Charter school applications must be in accordance with AS 14.03.250. Charter school applications and renewals may be submitted at any time; however, they must be received by the ~~school-d~~dDistrict no later than October 1 preceding the school year for which applicants propose commencement of charter school operations. All applications will be subject to administrative review and comment prior to the School Board's review. A charter school shall begin operation as agreed with the School Board, but no later than the first day of the count period of the year approved for opening.

*Legal Reference:*

Alaska Statutes

*14.03.250 Application for Charter Schools*

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-088

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10020  
Charter School  
Application; 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 10020 Charter School Application 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 10020 Charter School Application within the Charter Schools series.

This is a new policy that outlines the application process for establishing a charter school.

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 10020 Charter School Application as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10020 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 10020 Charter School Application as presented and open for public comments.

## BP 10020 CHARTER SCHOOL APPLICATION

The following steps shall be followed in making an application for the establishment of a charter school, in accordance with AS 14.03.250 and 4 AAC 33.110. Applicants are cautioned that the Alaska Department of Education and Early Development (DEED) has its own policies and deadlines, and to the extent the applicant's proposed charter school may be affected by those deadlines, the applicant should take those deadlines into account. The charter school application and proposed contract with the School Board shall comply with all application procedures and requirements as defined by AS 14.03.255, AS 14.03.250 and 4 AAC 33.110 and address all elements specified within the district policies and administrative regulations.

1. After receiving a Notice of Intent, the ~~s~~Superintendent shall establish an administrative committee to meet with the charter school representatives to review the application procedures and requirements.
2. Following the initial meeting with the administrative committee, the charter school representatives shall prepare the application with all the required information and a proposed contract between the school and the Board, as well as the development of bylaws.

(cf. BP 10010 Establishment of Charter Schools)

~~2.~~

3. The contract between the charter school and the School Board shall reflect all agreements regarding the operation of the charter school. Any revisions of the terms of the contract may be made only with the approval of the School Board and charter school Academic Policy Committee. The contract will take effect upon the State Board of Education's approval of the application.
4. Following the timely receipt of the complete application form and the proposed written contract between the charter school and the School Board, the Board shall hold a public work session with the charter school representatives. During this work session, the charter school representatives shall present their proposal for a charter school and the contract with the School Board. The School Board and the charter school representatives may negotiate provisions of the contract during this meeting.
5. Following the work session the School Board shall place the charter school proposal on the agenda for a School Board meeting. A public hearing ~~may~~shall be held prior to the approval or denial of the charter school application. The School Board will take action to approve or deny the request to establish the charter school.
6. Upon approval of a charter school application, the School Board will submit to the State Board of Education a copy of the charter school application and a report on

the action taken by the School Board not later than 30 working days following the School Board's action, in accordance with 4 AAC 33.110(b).

*(cf. E 10020 - Sample Bylaws)*

*Legal Reference:*

*Alaska Statutes*

*14.03.250-14.03.280 Charter Schools*

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-089

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10021  
Charter School Application  
Appeals; 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 10021 Charter School Application Appeals 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 10021 Charter School Application Appeals within the Charter Schools series.

This is a new policy that outlines the appeals process for denied charter school application.

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 10021 Charter School Application Appeals as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10021 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 10021 Charter School Application Appeals as presented and open for public comments.

## **BP 10021 CHARTER SCHOOL APPLICATION APPEALS**

If the School Board denies an application for a charter school, the applicant may appeal the denial to the Commissioner of Education and Early Development within 60 days of the School Board's denial, in accordance with AS 14.03.250(d). A decision of the Commissioner upholding the denial may be appealed by the charter school applicant within 30 days to the State Board of Education. If the Commissioner approves the application, they shall forward it to the State Board of Education for review and approval.

*(cf. BP 10020 Charter School Application)*

*Legal Reference:*

*Alaska Statutes*

*14.03.250(d) – Application for charter school*

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-090

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10040  
Academic Policy  
Committee; 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 10040 Academic Policy Committee 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 10040 Academic Policy Committee within the Charter Schools series.

This is a new policy that outlines the establishment and role of an academic policy committee.

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 10040 Academic Policy Committee as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10040 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 10040 Academic Policy Committee as presented and open for public comments.

## **BP 10040 ACADEMIC POLICY COMMITTEE**

Charter schools shall establish an Academic Policy Committee. Each application for a charter school shall include a description of the Academic Policy Committee and its procedures. The Academic Policy Committee shall consist of parents of students attending (or planning to attend) the charter school, teachers at the charter school (or teachers who agree to teach at the charter school), ~~and~~ employees of the charter school (or employees who agree to work at the charter school), and a Superintendent designee. The committee composition details are documented in the By-Laws of the Charter School.

The Academic Policy Committee shall supervise the academic operation of the charter school and ensure the fulfillment of the mission of the charter school. The Academic Policy Committee will meet regularly and not less than four times during the academic year with teachers and staff to monitor progress in achieving the policies and goals established for the school and to review, evaluate, and improve its operations.

The Academic Policy Committee shall select the principal/head teacher of the charter school. The principal/head teacher shall select, appoint, or otherwise supervise employees of the charter school in accordance with District ~~HR~~ policies and procedures. If the person selected as the principal/head teacher by the Academic Policy Committee does not possess an Alaska Type B administrative certificate, the Superintendent shall designate an administrator to evaluate the certified staff/teacher(s) in the charter school.

The Academic Policy Committee will function according to the terms of law.

The Academic Policy Committee shall report directly to the Superintendent or designee.

*Adopted:*

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-091

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10050  
Principal Lead Teacher;  
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 10050 Principal Lead Teacher 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 10050 Principal Lead Teacher within the Charter Schools series.

This is a new policy that outlines the contract and qualifications of a Charter School principal or lead teacher.

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 10050 Principal Lead Teacher as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10050 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 10050 Principal Lead Teacher as presented and open for public comments.

## **BP 10050 PRINCIPAL / H<sub>L</sub>LEAD TEACHER**

### **Charter School Principal**

A charter school principal must possess a current Alaska Administrative Certificate and be either an existing principal in the School dDistrict or be eligible for hire as a dDistrict administrator. A retired district administrator may serve as a charter school principal if the administrator left the dDistrict in good standing, had satisfactory performance evaluations, and has a current administrative certificate. The ~~school-d~~District assumes no responsibility for employing ~~this person~~this charter school principal after the termination of the charter school contract except as required by state statute and/or an applicable negotiated agreement.

If the charter school Academic Policy Committee desires to contract by addendum with a principal who is currently employed as a dDistrict principal, the Superintendent's approval is required prior to entering into the contract.

### **Charter School H<sub>L</sub>Lead Teacher**

A charter school hlead teacher is not required to possess an Alaska type B administrative certificate. A hlead teacher must possess an Alaska type A certificate and be either an existing teacher in the dDistrict or be eligible for hire as a dDistrict teacher. A retired dDistrict teacher may serve as a charter school hlead teacher if the teacher left the dDistrict in good standing, had satisfactory performance evaluations, and has a current teacher certificate. The ~~school-D~~District assumes no responsibility for employing ~~this person~~this charter school lead teacher after the termination of the charter school contract except as required by state statute and/or an applicable negotiated agreement.

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-092

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10060  
Meetings; 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 10060 Meetings 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 10060 Meetings within the Charter Schools series.

This is a new policy that outlines meetings for the Academic Policy Committee.

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 10060 Meetings as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10060 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 10060 Meetings as presented and open for public comments.

## **BP 10060 MEETINGS**

All meetings of the Academic Policy Committee (APC) shall comply with Alaska's Open Meetings Act. The Academic Policy Committee shall provide public notice of its meetings and allow for public participation at its meetings.

The Principal/~~H~~Lead Teacher or designee shall establish regulations to ensure compliance with law.

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-093

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10070  
Review of the Charter  
School; 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 10070 Review of the Charter School 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 10070 Review of the Charter School within the Charter Schools series.

This is a new policy that outlines the annual review process of established charter schools.

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 10070 Review of the Charter School as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10070 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 10070 Review of the Charter School as presented and open for public comments.

## **BP 10070 REVIEW OF THE CHARTER SCHOOL**

Once approved by both the School Board and the State Board of Education, the charter school will be subject to an annual review of its operations and finances by the School Board. Annually, the charter school will submit a written report and make a presentation to the School Board and the public. This report will include information on the attainment of student performance expectations, meetings of the governing bodies of the charter school, descriptions of charter school activities, and other information of interest to the School Board.

If academic performance targets for student achievement are not reached by the identified timelines specified in the contract, the Academic Policy Committee must submit a Plan for Improvement, outlining activities for remediation, a process for monitoring the progress of the Plan, and a process for reporting progress of the Plan to the School Board.

If any allegations of noncompliance with the charter school contract are presented either during the annual review or at any other time, then the School Board, through the Superintendent or designee, shall investigate these allegations. Prior to terminating the charter school contract, the School Board and the charter school Academic Policy Committee shall attempt to remedy any violations of the contract. The School Board shall provide written notice to the charter school Academic Policy Committee of its intent to terminate the contract and the reasons therefore.

The Department of Education and Early Development may audit the charter school's program and may take any action necessary to ensure compliance with federal and state law, including the withholding of funding.

*Adopted:*

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-094

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10080  
Amendment of Charter  
and Termination of  
Contract; 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 10080 Amendment of Charter and Termination of Contract 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 10080 Amendment of Charter and Termination of Contract within the Charter Schools series.

This is a new policy that outlines amendments and terminations of charter school contracts.

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 10080 Amendment of Charter and Termination of Contract as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10080 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 10080 Amendment of Charter and Termination of Contract as presented and open for public comments.

## **BP 10080 AMENDMENT OF CHARTER AND TERMINATION OF CONTRACT**

A charter school may apply to the School Board for an amendment to its charter during the term of its contract. If the School Board approves the amendment, an amended contract must be executed to conform to the amended charter. The School Board must forward an amended charter and amended contract to the Department of Education and Early Development (DEED). A charter school may make minor changes to its program without review by ~~the Department~~DEED, if they are approved by the ~~d~~istrict. A change of program that involves the addition of an elementary or secondary program must be approved by the School Board and the State Board of Education ~~and Early Development~~.

When the charter school updates their vision and mission statements or the strategic plan the Academic Policy Committee shall send this information to the School Board.

The School Board may terminate a contract with a charter school pursuant to the causes set forth in AS 14.03.256.

*Legal Reference:*

*Alaska Statutes*

*14.03.256 Charter school termination*

*Alaska Administrative Code*

*4 AAC 33.113 Amendment of Charter*

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-095

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 10090  
Communication; 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 10090 Communication 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 10090 Communication within the Charter Schools series.

This is a new policy that outlines roles and responsibilities of the District and charter schools.

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 10090 Communication as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BP 10090 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 10090 Communication as presented and open for public comments.

## **BP 10090 COMMUNICATION**

Charter schools are an integral part of the School District. Open communication between the charter school and the eDistrict is essential to the effective functioning of each.

The District shall:

1. Respond in a timely manner to requests for information from the charter school.
2. Develop materials such as calendars, time-lines, or forms to assist charter schools in meeting eDistrict deadlines and reports.
3. Invite charter school employees to participate in ~~district~~-District-sponsored professional development workshops and programs.
4. Designate a contact person as the primary contact person between the charter school and the eDistrict administration.

The Charter School shall:

1. Respond in a timely manner to requests for information from the eDistrict.
2. Designate a contact person as the primary contact between the charter school and the eDistrict administration.

*Adopted:*

**Northwest Arctic Borough School District**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-096

**FR:** Office of the Superintendent

**SUBJECT:** Approval of FY27  
Memorandum of  
Agreement; GSD  
Educational Services

**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 GSD Educational Services not to exceed \$66,077.52 as presented.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

GSD Educational Services provides reporting services to meet state and federal requirements. The consultant has a history of working effectively within our district and throughout the state to produce required federal and state reports. PowerSchool support to include Configuration & support, Customization, Documentation, Technical assistance, per GSD contract. Services included in this MOA: Gathering and preparation of information necessary to complete the federal Civil Rights Data Collection, Completion and submission of the Alaska Fall OASIS report and preparation of the FY28 Projected Enrollment, Completion of the Migrant Course History report twice annually, Completion, and submission of the Alaska Summer OASIS report. Aggregation of data for, and submission of the Alaska Report Card Data Collection, Preparation of rosters for the AK STAR and Alaska Science tests, Import of test scores into PowerSchool, PowerSchool support for district staff.

Funding Sources:

Fund 100 Assessment and Data \$66,077.52

**ALTERNATIVES:**

1. Approve the Memorandum of Agreement (MOA) for GSD Educational Services, in the amount not to exceed \$66,077.52
2. Disapprove the MOA for GSD Educational Services as presented
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the MOA with GSD Educational Services, in the amount not to exceed \$66,077.52 as presented.

**MEMORANDUM**

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 25, 2026

**NUMBER:** 26-097

**FR:** Office of the Superintendent

**SUBJECT:** MOA Addendum Crystal  
Redgrave

**ABSTRACT:**

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

**ISSUE:**

At issue is the Board's approval of an addendum to the 2025-2026 Memorandum of Agreement (MOA) with Redgrave Education LLC for an amount not to exceed \$82,000

**BACKGROUND AND/OR PERTINENT INFORMATION:**

An RFP was announced in the fall of 2025 to seek assistance in the creation and refinement of the Inupiaq place-based science curriculum project. Two individuals applied, and the RFP was awarded to Redgrave Education LLC for an initial amount of \$40,000.

We are seeking to amend the current MOA for an additional \$42,000 for activities through the end of June 2026. Redgrave Education LLC will support the coordination and oversee project activities related to the creation and refinement of the Inupiaq place-based science curriculum.

Funded by grant fund 360, Indian Education

**ALTERNATIVES:**

1. Approve the addendum of the 2025-2026 Memorandum of Agreement (MOA) with Redgrave Education LLC for the amount not to exceed \$82,000 as presented.
2. Disapprove the addendum of the 2025-2026 Memorandum of Agreement (MOA) with Redgrave Education LLC for the amount not to exceed \$82,000 as presented.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the addendum to the 2025-2026 Memorandum of Agreement (MOA) with Redgrave Education LLC for the amount not to exceed \$82,000 as presented.

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**ADDENDUM TO  
MEMORANDUM OF AGREEMENT**

MOA # 226049MOA

Between

Contractor Name: Redgrave Education LLC

Address: 3301 Windmill Circle

Billing, MT 59102

and

**Northwest Arctic Borough School District**

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

MOA Addendum:

|  | <u>Amount</u>   |
|--|-----------------|
| Account #: <u>360.099.350.226.410</u>                                      | <u>\$77,500</u> |
| Account #: <u>360.099.100.226.450 (for<br/>district supplied computer)</u> | <u>\$4,500</u>  |
| <b>NEW MOA Total:</b>  | <u>\$82,000</u> |

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

**Contractor Additionally Agrees:**

MOA is addended to include all contracted services for through June 30,2026

**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



### 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 the Assistant Director, Lila Peterson, call for MOA# and verify funds are available.
3. Prior to the starting date of the contracted services and/or activities, the Contractor and the NWABSD must sign the MOA. The Contractor is not to be given a notice to proceed unless all the appropriate parties have signed the MOA.
4. The Contact Person will be responsible for obtaining the contractor's signature and submitting the original MOA to the Assistant Director– Linda Mauer, along with a W9 for tax purposes.
5. The Contact Person must approve for payment all contractor invoices and receipt 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).
7. MOA's cannot be used for NWABSD employees.
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 an invoice with the appropriate documentation (copies of airline tickets, hotel bills, etc.) to the Contact Person for approval of payment.
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.

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

Director of Administrative Services – Fiscal

Approval



Director's Signature

1/3/2026 | 6:17:4

Date (mmddyy)

Terri Walker

Superintendent – Authorized Signer NWABSD

DocuSigned by:

Terri Walker

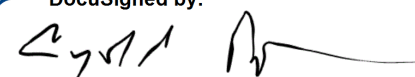
Superintendent's Signature

1/4/2026 | 10:33:

Date (mmddyy)

Crystal Redgrave

Contractor



Contractor's Signature

1/5/2026 | 6:02:11

Date (mm/dd/yy)

**Administrative Services Will Distribute Copies**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-098

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contract  
2025-2026 Aqqaluk Trust

### **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 Aqqaluk Trust, not to exceed \$51,000

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

Aqqaluk Trust will collaborate with the school district on project activities related to the creation, refinement, and organization of Iñupiaq-language and cultural instructional and curricular materials.

The contractor will assist in providing access to Knowledge Bearers, Native Language Speakers and cultural activities that support the use of the Iñupiaq language and traditional practices in schools and classrooms throughout the Northwest Arctic Borough School District.

Funded by grant fund 366, The Iñupiatun Ilisaqta Project (TIIP)

### **ALTERNATIVES:**

1. Approve the 2025-2026 Memorandum of Agreement (MOA) with Aqqaluk Trust for the amount not to exceed \$51,000 as presented;
2. Disapprove the 2025-2026 Memorandum of Agreement (MOA) with Aqqaluk Trust for the amount not to exceed \$51,000 as presented;
3. Take no final action.

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

The administration recommends board approval of the Memorandum of Agreement (MOA) with Aqqaluk Trust for the amount not to exceed \$51,000 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)

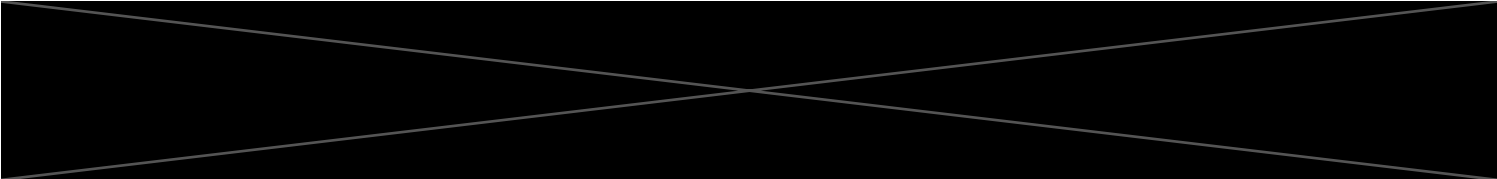
(In a fiscal year MOA's to the same Contractor totaling more than \$50,000 must be approved by the School Board prior to start of Contract)

**TAB BETWEEN FIELDS**

Contractor: Aqgaluk Trust  
Name of Company

MOA Control #: \_\_\_\_\_  
Contact Carol Furman for #

Address: PO Box 509 Kotzebue AK 99752  
+



01/01/2026  
Start Date (mmddyy)

6/30/2026  
End Date (mmddyy)

W-9 Attached

W-9 Submitted Previously

- Contractor Agrees To:
1. To collaborate on project activities related to the creation, refinement, and organization of Iñupiaq language and cultural instructional and curriculum materials.
  2. The contractor will assist in providing access to Knowledge Bearers, Native Language Speakers, and cultural activities that support the use of the Iñupiaq language and traditional practices in schools and classrooms throughout the Northwest Arctic Borough School District.

**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 all services in a timely manner, provide reasonable access to relevant District curriculum resources, instructional frameworks, or other resources necessary for successful project completion.

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

Payment Terms: The consultant will submit service invoices to the district for the fees and related expenses. 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: | <u>xxx.xxx.xxx.xxx.xxx</u> | <u>Amount</u>   |
|------------------------|----------------------------|-----------------|
| Account #:             | <u>366.099.120.000.410</u> | <u>\$51,000</u> |
|                        | Total                      | \$51,000        |

MOA Not to Exceed: \$51,000 Budget Authority Approval \_\_\_\_\_

**Additional Conditions/Provisions**

**A - GENERAL INFORMATION**

1. All associated costs, not limited to fees and reimbursables, must be included in the MOA. All MOA's for more than \$50,000 require prior School Board approval before Contractor provides any service. (BP 3312)
2. The account to be charged must be determined and approved by the individual with budget authority prior to submission of the MOA to the—, call for MOA# and verify funds are available.
3. Prior to the starting date of the contracted services and/or activities, the Contractor and the NWABSD must sign the MOA. The Contractor is not to be given a notice to proceed unless all the appropriate parties have signed the MOA.
4. The Contact Person will be responsible for obtaining the contractor's signature and submitting the original MOA to the Assistant Director— Linda Mauer, along with a W9 for tax purposes.
5. The Contact Person must approve for payment all contractor invoices and receipt 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).
7. MOA's cannot be used for NWABSD employees.
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 an invoice with the appropriate documentation (copies of airline tickets, hotel bills, etc.) to the Contact Person for approval of payment.
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.

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**

Director of Administrative Services – Fiscal  
Approval

Director's Signature

Date (mmddyy)

**Terri Walker**

Superintendent – Authorized Signer NWABSD

Superintendent's Signature

Date (mmddyy)

**Mig'iaq Julie Petro Lowndes**

Contractor

Contractor's Signature

Date (mm/dd/yy)

**Administrative Services Will Distribute Copies**

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-099

**FR:** Office of the Superintendent

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

**STRATEGIC PLAN/BOARD GOAL:**

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

**ABSTRACT:**

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

**ISSUE:**

Approve E-Rate Central Consulting Services MOA for \$89,000 to be funded by Technology FY27 General funds.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

E-Rate Central provides consulting services to ensure the Universal Service Administrative Company (USAC) programs are followed and all proper documentation is filed in a timely manner when procuring qualified services. The District is applying for funding under E-Rate services for the 2026-2027 school internet.

The E-rate program provides funding for 90% of our school internet charges.

E-Rate Central supports timely and accurate filing of required E-Rate paperwork, program integrity assurance, and audit support. E-Rate Central has successfully supported the District in this capacity since 2012.

The E-Rate Central 2026-2027 MOA is \$89,000 for E-Rate consulting on school internet which is the same cost as the 2026-2026 was.

**FUNDING SOURCE:**

FY27 Technology General Fund

**ALTERNATIVES:**

1. Approve the MOA with E-Rate Central Consulting Services for \$89,000 as presented.
2. Do not approve the presented MOA with E-Rate Central Consulting Services for \$89,000.
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends Board approval of the E-Rate Central Consulting Services MOA for \$89,000 as presented.

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

P. O. Box 51 Kotzebue, AK 99752

**MEMORANDUM OF AGREEMENT (MOA)**

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

**TAB BETWEEN FIELDS**

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

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

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

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

07/01/2026 06/30/2027  W-9 Attached  W-9 Submitted Previously  
Start Date (mmdyy) End Date (mmdyy) Verify with Brad Eisel

Contractor Agrees To: Support timely and accurate filing of required E-Rate paperwork, program integrity assurance, document management, vendor management, invoice and billing support, and 2026-2027 school internet E-Rate program.

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

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

District Agrees To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Payment Terms: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

|                        |                  |
|------------------------|------------------|
| Enter Account Code as: | <u>Amount</u>    |
| Account #: _____       | <u>\$ 89,000</u> |
| Account #: _____       | <u>\$</u>        |
| <b>Total:</b>          | <u>\$ 89,000</u> |

MOA Not to Exceed: \$89,000 Budget Authority Approval: \_\_\_\_\_

## Additional Conditions/Provisions

### A - GENERAL INFORMATION

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

### B - CONTRACTOR RESPONSIBILITIES

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

I HEREBY ACCEPT THIS MOA AND THE CONDITIONS/PROVISIONS CONTAINED HEREIN.

**Any changes in the terms of this MOA must be on an ADDENDUM FORM prior to any services being performed. The ADDENDUM FORM must be approved by all parties.**

Natalie Dickey

Director of Administrative Services – Fiscal  
Approval

\_\_\_\_\_  
Director's Signature

\_\_\_\_\_  
Date (mm/dd/yy)

Terri Walker

Interim Superintendent –Authorized Signer  
NWABSD

\_\_\_\_\_  
Superintendent's Signature

\_\_\_\_\_  
Date (mm/dd/yy)

Julia Legg

Contractor

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Date (mm/dd/yy)

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** February 24, 2026

**NUMBER:** 26-100

**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  
February 26**

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

- a. Classified new hires FY26
- b. Classified separations FY26
- c. Certified separations FY26
- d. Certified Rehires FY26

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

| LOCATION&DATE        | NAME          | POSITION           |
|----------------------|---------------|--------------------|
| <b><u>JNES</u></b>   |               |                    |
| 2/9/26               | Talissa Uhl   | Instructional Aide |
| <b><u>Noatak</u></b> |               |                    |
| 2/2/26               | Jadda Sherman | SpEd Aide          |

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

| LOCATION&DATE                 | NAME              | POSITION           |
|-------------------------------|-------------------|--------------------|
| <b><u>Deering</u></b>         |                   |                    |
| 3/16/26                       | Warren Thomas     | BPO                |
| <b><u>JNES</u></b>            |                   |                    |
| 8/20/25                       | Rungnapha Leedy   | Special Ed. Aide   |
| <b><u>KMHS</u></b>            |                   |                    |
| 2/6/26                        | Sonya Satterwhite | Instructional Aide |
| <b><u>Noatak</u></b>          |                   |                    |
| 1/20/26                       | Shannon Arey      | Instructional Aide |
| <b><u>ATC/STAR</u></b>        |                   |                    |
| 1/9/26                        | Karl Williams     | Dorm Attendant     |
| <b><u>District Office</u></b> |                   |                    |
| 8/31/26                       | Paul Wood         | Assistant Director |
| 6/30/26                       | Mark Moore        | Director           |

c) The administration recommends the approval of the following FY26 Certified Separations

| LOCATION&DATE          | NAME            | POSITION |
|------------------------|-----------------|----------|
| <b><u>Ambler</u></b>   |                 |          |
| 5/20/26                | Linda Skadowski | Teacher  |
| 12/19/25               | Tim Bears       | Teacher  |
| <b><u>Buckland</u></b> |                 |          |
| 5/20/26                | Aileen Ederango | Teacher  |

**Deering**

|         |              |         |
|---------|--------------|---------|
| 5/20/26 | Lillian Wise | Teacher |
|---------|--------------|---------|

**Kivalina**

|         |               |         |
|---------|---------------|---------|
| 5/20/26 | Keziah Diablo | Teacher |
|---------|---------------|---------|

|          |               |         |
|----------|---------------|---------|
| 10/10/25 | Dominic Diing | Teacher |
|----------|---------------|---------|

**JNES**

|         |             |         |
|---------|-------------|---------|
| 5/20/26 | Analie Frix | Teacher |
|---------|-------------|---------|

**KMHS**

|         |                 |           |
|---------|-----------------|-----------|
| 6/10/26 | Jessica Heisler | Principal |
|---------|-----------------|-----------|

|         |               |                     |
|---------|---------------|---------------------|
| 6/10/26 | Geoffrey Frix | Assistant Principal |
|---------|---------------|---------------------|

|         |                  |         |
|---------|------------------|---------|
| 5/20/26 | Mellissia Troyer | Teacher |
|---------|------------------|---------|

|         |            |           |
|---------|------------|-----------|
| 5/20/26 | Clay Moose | Counselor |
|---------|------------|-----------|

**Selawik**

|         |             |         |
|---------|-------------|---------|
| 5/20/26 | Cathy Brown | Teacher |
|---------|-------------|---------|

**Shungnak**

|         |                 |         |
|---------|-----------------|---------|
| 5/20/26 | Cheryl Abejuela | Teacher |
|---------|-----------------|---------|

|          |              |         |
|----------|--------------|---------|
| 12/19/25 | Juvy Pamunag | Teacher |
|----------|--------------|---------|

**District Office**

|         |               |           |
|---------|---------------|-----------|
| 6/10/26 | Sable Marandi | Principal |
|---------|---------------|-----------|

|         |              |            |
|---------|--------------|------------|
| 6/17/26 | Frances Gage | Specialist |
|---------|--------------|------------|

|         |           |          |
|---------|-----------|----------|
| 7/13/26 | Amy Eakin | Director |
|---------|-----------|----------|

|         |                |            |
|---------|----------------|------------|
| 6/10/26 | Kevin Matthews | Specialist |
|---------|----------------|------------|

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

| LOCATION&DATE | NAME | POSITION |
|---------------|------|----------|
|---------------|------|----------|

**Buckland**

|         |                 |           |
|---------|-----------------|-----------|
| 7/27/26 | David Westenhov | Principal |
|---------|-----------------|-----------|

|         |                |         |
|---------|----------------|---------|
| 8/10/26 | Matthew Berlin | Teacher |
|---------|----------------|---------|

|         |             |         |
|---------|-------------|---------|
| 8/10/26 | Denise Keys | Teacher |
|---------|-------------|---------|

|         |              |         |
|---------|--------------|---------|
| 8/10/26 | Joseph Spink | Teacher |
|---------|--------------|---------|

|         |                |         |
|---------|----------------|---------|
| 8/10/26 | Silmarie Actub | Teacher |
|---------|----------------|---------|

|         |                     |         |
|---------|---------------------|---------|
| 8/10/26 | Weismily Pangilinan | Teacher |
|---------|---------------------|---------|

|         |                  |         |
|---------|------------------|---------|
| 8/10/26 | Charles Esmailka | Teacher |
|---------|------------------|---------|

**JNES**

|         |                |                     |
|---------|----------------|---------------------|
| 7/27/26 | Marjorie Baker | Assistant Principal |
|---------|----------------|---------------------|

|         |                        |         |
|---------|------------------------|---------|
| 8/10/26 | Ta'Shona Parnell-Hayes | Teacher |
|---------|------------------------|---------|

|         |                 |         |
|---------|-----------------|---------|
| 8/10/26 | Marylinda Puzon | Teacher |
|---------|-----------------|---------|

|         |             |         |
|---------|-------------|---------|
| 8/10/26 | Mary Norton | Teacher |
|---------|-------------|---------|

|         |             |         |
|---------|-------------|---------|
| 8/10/26 | Elle Espino | Teacher |
|---------|-------------|---------|

|         |             |         |
|---------|-------------|---------|
| 8/10/26 | Grace Menor | Teacher |
|---------|-------------|---------|

|         |                  |           |
|---------|------------------|-----------|
| 8/10/26 | Ariel Lehayán    | Teacher   |
| 8/10/26 | Darleia Caldwell | Teacher   |
| 8/10/26 | Terry Cooper     | Teacher   |
| 8/10/26 | Myrcelynn Libres | Teacher   |
| 8/10/26 | Remia Luspo      | Teacher   |
| 8/10/26 | Vernon Ceballos  | Teacher   |
| 8/10/26 | Maria Mabayan    | Teacher   |
| 8/10/26 | Janeil Stewart   | Counselor |

**Kivalina**

|         |                 |         |
|---------|-----------------|---------|
| 8/10/26 | Lucilyn Sahibol | Teacher |
| 8/10/26 | Glaiza Calvario | Teacher |
| 8/10/26 | Chloe Nasibog   | Teacher |

**KMHS**

|         |                   |         |
|---------|-------------------|---------|
| 8/10/26 | Winilinda Ybanez  | Teacher |
| 8/10/26 | Matthew Brown     | Teacher |
| 8/10/26 | Jay Panlilio      | Teacher |
| 8/10/26 | Jacqueline Labial | Teacher |
| 8/10/26 | Kenneth Vildosola | Teacher |
| 8/10/26 | Joe Bullock       | Teacher |
| 8/10/26 | Merle Green       | Teacher |
| 8/10/26 | Jane Quinones     | Teacher |

**Kobuk**

|         |               |                |
|---------|---------------|----------------|
| 7/27/26 | Andrew Habich | Principal/SpEd |
|---------|---------------|----------------|

**Noatak**

|         |                    |           |
|---------|--------------------|-----------|
| 7/27/26 | Lori Lungaard-Hall | Principal |
| 8/10/26 | Benjamin Heebner   | Teacher   |
| 8/10/26 | Kayla Pietila      | Teacher   |

**Noorvik**

|         |                   |           |
|---------|-------------------|-----------|
| 7/27/26 | Leslie Zibell     | Principal |
| 8/10/26 | Judylinda Alvarez | Teacher   |
| 8/10/26 | Ronald Carroll    | Teacher   |
| 8/10/26 | Catherine Stroup  | Teacher   |
| 8/10/26 | Irvin Irog-Irog   | Teacher   |
| 8/10/26 | Dawn Davis        | Teacher   |
| 8/10/26 | Alvin Altares     | Teacher   |

**Selawik**

|         |               |                     |
|---------|---------------|---------------------|
| 7/27/26 | Jamie Cowart  | Principal           |
| 7/27/26 | Rachel Harmon | Assistant Principal |
| 8/10/26 | Karen Wells   | Teacher             |

|         |              |         |
|---------|--------------|---------|
| 8/10/26 | James Taylor | Teacher |
| 8/10/26 | Kirk Bergen  | Teacher |
| 8/10/26 | Jane Solas   | Teacher |

**Shungnak**

|         |               |           |
|---------|---------------|-----------|
| 7/27/26 | Dennis Slaton | Principal |
|---------|---------------|-----------|

**ATC/STAR**

|         |               |          |
|---------|---------------|----------|
| 7/1/26  | Joseph Groves | Director |
| 8/10/26 | Marc Tumaneng | Teacher  |

**District Office**

|         |                   |                          |
|---------|-------------------|--------------------------|
| 7/1/26  | Jeffery Alexander | Assistant Superintendent |
| 8/10/26 | Tracey Hyatt      | Teacher                  |
| 8/10/26 | Shirley Dukes     | Teacher                  |
| 8/10/26 | Angela Eisel      | Teacher                  |

## ADDENDUM

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DATE: February 23, 2026

### **ADMINISTRATION RECOMMENDATION:**

The administration recommends the Board approve the Human Resources actions as presented.

- a. Certified Separations FY26
- b. Classified Separations FY26
- c. Certified Rehires FY27
- d. Certified Transfers FY27

a) The administration recommends the approval of the following FY26 Certified Separations:

| LOCATION & DATE        | NAME         | POSITION |
|------------------------|--------------|----------|
| <b><u>Buckland</u></b> |              |          |
| 2/16/26                | William Doty | Teacher  |

b) The administration recommends the approval of the following FY26 Classified Separations:

| LOCATION & DATE               | NAME          | POSITION |
|-------------------------------|---------------|----------|
| <b><u>District Office</u></b> |               |          |
| 3/2/26                        | Roberta Allen | Clerk    |

c) The administration recommends the approval of the following FY27 Certified Rehires:

| LOCATION & DATE        | NAME             | POSITION  |
|------------------------|------------------|-----------|
| <b><u>Ambler</u></b>   |                  |           |
| 8/10/26                | Nina Duallo      | Teacher   |
| 8/10/26                | Grace Felisilda  | Teacher   |
| 8/10/26                | Mary Snider      | Counselor |
| <b><u>Buckland</u></b> |                  |           |
| 8/10/26                | Alexandra Swan   | Teacher   |
| 8/10/26                | Evelyn Cortes    | Teacher   |
| 8/10/26                | Jean Loredó      | Teacher   |
| <b><u>Deering</u></b>  |                  |           |
| 8/10/26                | Richard Andrews  | Teacher   |
| 8/10/26                | Darci Shane      | Teacher   |
| 8/10/26                | Mary Romano      | Teacher   |
| 8/10/26                | Danilo Guillemer | Teacher   |
| <b><u>JNES</u></b>     |                  |           |
| 8/10/26                | Jessie Hanson    | Teacher   |

|         |               |         |
|---------|---------------|---------|
| 8/10/26 | Lisa Carter   | Teacher |
| 8/10/26 | May Geneston  | Teacher |
| 8/10/26 | Miranda Eakin | Teacher |
| 8/10/26 | Dolly Toche   | Teacher |
| 8/10/26 | Edilyn Medina | Teacher |
| 8/10/26 | Mya Enderle   | Teacher |

**Kiana**

|         |                  |         |
|---------|------------------|---------|
| 8/10/26 | Megan Strong     | Teacher |
| 8/10/26 | BillieJo Bellamy | Teacher |
| 8/10/26 | Victoria Morris  | Teacher |
| 8/10/26 | Ronnie Hawley    | Teacher |
| 8/10/26 | Denita Sommers   | Teacher |

**Kivalina**

|         |                  |         |
|---------|------------------|---------|
| 8/10/26 | Jenissa Magbanua | Teacher |
| 8/10/26 | Meilve Castro    | Teacher |
| 8/10/26 | Sheena Jamin     | Teacher |
| 8/10/26 | Lawrence Bloom   | Teacher |

**KMHS**

|         |                       |         |
|---------|-----------------------|---------|
| 8/10/26 | Amanda Riste-Saltzman | Teacher |
| 8/10/26 | Socrates Embesan      | Teacher |

**Kobuk**

|         |                    |         |
|---------|--------------------|---------|
| 8/10/26 | Kelli Tallman      | Teacher |
| 8/10/26 | Jacqueline McManus | Teacher |
| 8/10/26 | Jaz Ramirez        | Teacher |

**Noatak**

|         |              |         |
|---------|--------------|---------|
| 8/10/26 | Ivy Coritana | Teacher |
|---------|--------------|---------|

**Noorvik**

|         |                 |         |
|---------|-----------------|---------|
| 8/10/26 | Mary Flor Babia | Teacher |
|---------|-----------------|---------|

**Selawik**

|         |                 |         |
|---------|-----------------|---------|
| 8/10/26 | William Johnson | Teacher |
| 8/10/26 | Paul Ramos      | Teacher |
| 8/10/26 | Justy Tuquib    | Teacher |
| 8/10/26 | Miraflor Tagupa | Teacher |

**Shungnak**

|         |                  |         |
|---------|------------------|---------|
| 8/10/26 | April De La Cruz | Teacher |
|---------|------------------|---------|

**District Office**

7/1/26

Paulette Schuerch

Director

d) The administration recommends the approval of the following FY27 Certified transfers:

| LOCATION & DATE | NAME | POSITION |
|-----------------|------|----------|
|-----------------|------|----------|

**JNES**

|         |                    |         |
|---------|--------------------|---------|
| 8/10/26 | Kimberly Addington | Teacher |
|---------|--------------------|---------|

**KMHS**

|         |                 |         |
|---------|-----------------|---------|
| 8/10/26 | Patricia Wilson | Teacher |
|---------|-----------------|---------|

**Selawik**

|         |                 |         |
|---------|-----------------|---------|
| 8/10/26 | Sarrah Dalingay | Teacher |
|---------|-----------------|---------|

**MEMORANDUM**

---

**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-101

**FR:** Office of the Superintendent

**SUBJECT:** Approve Contract for  
Construction for Davis-  
Ramothe K-12 School  
Renovation

**STRATEGIC PLAN/BOARD GOAL:**

Goal 4: Support Systems  
Strategy 3: Improve School Facilities

**ABSTRACT:**

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

**ISSUE:**

At issue is approval of the contract for construction for Davis-Ramothe K-12 School Renovation project.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The administration is requesting approval of a contract to H Construction, LLC of Palmer for the above noted project. H Construction was determined to be the low, responsive and responsible bidder. Three bids were received and the bid tab form is provided as an attachment. Additive Alternate #1, emergency water storage, may be added in the future dependent on 2026 work. Construction will begin this summer with a focus on exterior boardwalks, siding, building fencing and pile repainting. Summer 2027 work will be focused on interior, mechanical and electrical work. The majority of the work is scheduled to occur outside of the school calendar year.

**FUNDING SOURCE:**

State of Alaska DEED Grant and Capital Improvement Funds

**ALTERNATIVES:**

1. Approve Contract for Construction for Davis-Ramothe K-12 School Renovation to H Construction, LLC not to exceed \$7,250,000 as presented;
2. Do not approve Contract for Construction for Davis-Ramothe K-12 School Renovation to H Construction, LLC not to exceed \$7,250,000 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

4. The administration recommends the Board Approve Contract for Construction for Davis-Ramothe K-12 School Renovation to H Construction, LLC not to exceed \$7,250,000 as presented.

**ATTACHMENT:**

Davis-Ramoth K-12 School Renovation Bid Tab 1-22-26



## MEMORANDUM

---

**TO:** NWABSD Board of Education Members

**DATE:** February 24, 2026

**FR:** Office of the Superintendent

**NUMBER:** 26-102

**SUBJECT:** Approval of Purchase-*Safe and Civil Schools Professional Development*

### **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 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 support the effective implementation of PBIS across the district. Total expenditure not to exceed \$89,500, which includes actual travel costs.

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

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

Funding: FY27 Title 1 Professional Development Set Aside (fund 267) and FY27 Quality School Grant

### **ALTERNATIVES:**

1. Approval of Safe and Civil consulting and professional development expenses with Susan Isaacs to enhance positive behavior strategies and support at all sites. Total expenditure not to exceed \$89,500 as presented.
2. Disapproval of Safe and Civil consulting and professional development expenses with Susan Isaacs to enhance positive behavior strategies and support at all sites. Total expenditure not to exceed \$89,500 as presented.
3. Take no final action.

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

1. The administration recommends Approval of Safe and Civil consulting and professional development expenses with Susan Isaacs to enhance positive behavior strategies and support at all sites, not to exceed \$89,500 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

(  
Area Code Phone # Fax # E-mail Address

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

7/27/2026 6/30/2027  W-9 Attached  W-9 Submitted Previously  
Start Date (mmddyy) End Date (mmddyy)

Contractor Agrees To: Foundations and a CHAMPS Support-  
Based Support Audience: Administrators/School Staff Trainer: Susan Isaacs  
In-Person See attached proposal for more information. Total costs to include 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>267.099.350.227.410</u> | <u>\$44,750</u> |
|                        | <u>100.099.350.050.410</u> | <u>\$44,750</u> |
|                        | <b>TOTAL</b>               | <b>\$89,500</b> |

MOA Not to Exceed: \$89,500 Budget Authority Approval \_\_\_\_\_

## Additional Conditions/Provisions

### **A - GENERAL INFORMATION**

1. All associated costs, not limited to fees and reimbursables, must be included in the MOA. All MOA's for more than \$25,000 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 the Assistant Director, Lila Peterson, call for MOA# and verify funds are available.
3. Prior to the starting date of the contracted services and/or activities, the Contractor and the NWABSD must sign the MOA. The Contractor is not to be given a notice to proceed unless all the appropriate parties have signed the MOA.
4. The Contact Person will be responsible for obtaining the contractor's signature and submitting the original MOA to the Assistant Director– Linda Mauer, along with a W9 for tax purposes.
5. The Contact Person must approve for payment all contractor invoices and receipt 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).
7. MOA's cannot be used for NWABSD employees.
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 an invoice with the appropriate documentation (copies of airline tickets, hotel bills, etc.) to the Contact Person for approval of payment.
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.

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**

Director of Administrative Services – Fiscal

Approval

Director's Signature

Date (mmddyy)

**Terri Walker**

Superintendent – Authorized Signer NWABSD

Superintendent's Signature

Date (mmddyy)

**Safe & Civil Schools Rep.**

Contractor

Contractor's Signature

Date (mm/dd/yy)

**Administrative Services Will Distribute Copies**



January 20, 2026

**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)



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

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

| Service  | Dates & Location                                      | Fee               |
|--|---|-------------------|
| Foundations and CHAMPS Support<br><br>Audience: New Principals<br><br>Anticipated Trainer: Susan Isaacs* | Format: <b>Virtual – 6 hours</b><br><br>July 28, 2026 | \$8,000.00        |
| <b>TOTAL</b>   |   | <b>\$8,000.00</b> |

| Service   | Dates & Location                        | Fee   |
|---|---|---|
| Foundations and a CHAMPS Site-Based Support<br><br>Anticipated Trainer: Susan Isaacs* | Format: On-site<br><br>August 6-7, 2026 | \$8,000.00 per day plus travel expenses<br><br>(\$16,000.00 plus travel expenses) |
| Travel Fee  | August 5, 2025                          | \$4,500.00  |
| <b>TOTAL</b>  |   | <b>\$20,500.00 plus travel expenses</b>   |



| Service  | Dates  | Fee               |
|--|--|-------------------|
| Foundations and CHAMPS Support<br>Audience: Districtwide<br>Anticipated Trainer: Susan Isaacs* | Format: <b>Virtual – 6 hours</b><br>September 28, 2026 | \$8,000.00        |
| <b>TOTAL</b>   |  | <b>\$8,000.00</b> |

| Service   | Dates   | Fee                |
|---|---|--------------------|
| Foundations and CHAMPS Support<br>Audience: Coaches<br>Anticipated Trainer: Susan Isaacs* | Format: <b>Virtual – 6 hours per month</b><br>October 28, 2026<br>November 30, 2026<br>December 18, 2026<br>January 28, 2026<br>February 26, 2026<br>March 29, 2026 | \$8,000.00 per day |
| <b>TOTAL</b>  |   | <b>\$48,000.00</b> |



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**SUMMARY TABLE**

|                         |                                   |
|-------------------------|-----------------------------------|
| <b>TOTAL FOR PAGE 2</b> | <b>\$28,500.00</b>                |
| <b>TOTAL FOR PAGE 3</b> | <b>\$56,000.00</b>                |
| <b>MATERIALS</b>        | <b>TBD</b>                        |
| <b>TOTAL</b>            | <b>\$84,500.00 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.



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

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



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

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***Foundations***

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## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** February 24, 2026

**NUMBER:** 26-103

**FR:** Office of the Superintendent

**SUBJECT:** MOA RESCON  
Addendum

### **ABSTRACT:**

Board approval is required for expenditures that exceed \$50,000.00.

### **ISSUE:**

At issue is Board approval for an addendum to Memo 25-155 RESCON for heating fuel spill clean-up for Noorvik for a cost not to exceed \$98,409.00 for FY26.

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

In 2021, 2023, & 2025, the district had fuel spills in Kivalina on the old teacher housing campus, in Noorvik behind the teacher housing 6-plex on the hill (which are not closed out) and in Kotzebue the fuel tank used for the bus barn developed a leak in April 2025. RESCON was and still is being used to mitigate the spill issues in Kivalina and Noorvik and currently addressing the spill in Kotzebue and monitoring the dispose of spilled heating fuel. They have been working directly with the ADEC on the three spills. We also need to retain their services in the event of any spills we would need immediate support with.

We are seeking to amend the current MOA of \$95,000.00 for an additional \$80,681.05 making a total of \$175,681.05.

### **FUNDING SOURCES:**

General Fund: budgeted for FY 26

### **ALTERNATIVES:**

1. Approve the administration's request to pay RESCON for their continued efforts in Noorvik as per attached, not to exceed \$98,409.00.
2. Disapprove the administration's request to pay RESCON for their continued efforts in Noorvik as per attached, not to exceed \$98,409.00.
3. Take no final action.

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

The Administration recommends Board approval to continue with RESCON to continue and finish the fuel spill clean-up in Noorvik as per attached, not to exceed \$98,409.00 for FY26.

**NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT**

**ADDENDUM TO  
MEMORANDUM OF AGREEMENT**

MOA # 226-046

Between

Contractor Name: RESCON Alaska

Address: 8361 Petersburg Street

Anchorage, AK 99507

and

**Northwest Arctic Borough School District**

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

|                                       | <u>Amount</u>        |
|---------------------------------------|----------------------|
| Account #: <u>100.099.620.000.410</u> | <u>\$ 175,681.05</u> |
| Account #: _____                      | <u>\$ _____</u>      |
| Account #: _____                      | <u>\$ _____</u>      |
| Account #: _____                      | <u>\$ _____</u>      |
| Account #: _____                      | <u>\$ _____</u>      |
| <b>NEW MOA Total:</b>                 | <u>\$ 175,681.05</u> |

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

**Contractor Additionally Agrees:** Complete heating fuel oil spill clean-up in Noorvik, AK by Summer 2026 as projected in project tasks.

**District Additionally Agrees:** Fund the additional project tasks to complete the Noorvik heating fuel oil spill clean-up from January 6, 2026. MOA #226.046 PO #260836.

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

| Task 1 - Project Management  |                        |                            |                |                   |                 |
|--|------------------------|----------------------------|----------------|-------------------|-----------------|
| <b>Labor Costs:</b>  |                        |                            |                |                   |                 |
|  | <b>Project Manager</b> | <b>Associate Scientist</b> | <b>Laborer</b> | <b>Admin</b>      | <b>Totals</b>   |
| <b>Hourly Rate</b>   | <b>\$125.00</b>        | <b>\$98.00</b>             | <b>\$85.00</b> | <b>\$50.00</b>    |                 |
| Project Management / ADEC Coordination / Meeting Support   | 20                     | 16                         | 0              | 2                 | \$4,168         |
| Planning Document Preparation  | 8                      | 24                         | 0              | 0                 | \$3,352         |
| Mob/Demob  | 0                      | 16                         | 32             | 2                 | \$4,388         |
| <b>Labor Subtotal</b>  |                        |                            |                |                   | <b>\$11,908</b> |
| <b>TASK 1 - PROJECT MANAGEMENT LUMP SUM COST</b>   |                        |                            |                |                   | <b>\$11,908</b> |
| <b>Task 2 - Site Work</b>  |                        |                            |                |                   |                 |
| <b>Task 2 - Direct Costs:</b>  |                        |                            |                |                   |                 |
|  | <b>QTY</b>             | <b>Units</b>               | <b>Rate</b>    | <b>Markup (%)</b> | <b>Total</b>    |
| AK Airlines round trip Anchorage to Kotzebue   | 3                      | way                        | \$850          | 1.10              | \$2,805         |
| Bearing Air - Kotzebue to Noorvik  | 3                      | way                        | \$420          | 1.10              | \$1,386         |
| Lodging in Kotzebue  | 3                      | day                        | \$300          | 1.10              | \$990           |
| Lodging in Noorvik (3 pax / \$125/night)   | 7                      | day                        | \$375          | 1.10              | \$2,888         |
| Meals (3 pax)  | 21                     | day                        | \$143          | 1.10              | \$3,303         |
| Bladder containment (5000 gallons)   | 1                      | per                        | \$5,500        | 1.10              | \$6,050         |
| Materials shipping (Washington - ANC, ANC to Noorvik)  | 1                      | LS                         | \$5,000        | 1.10              | \$5,500         |
| Loader Rental  | 6                      | day                        | \$1,300        | 1.10              | \$8,580         |
| Fuel - (For Loader)  | 1                      | ls                         | \$1,500        | 1.10              | \$1,650         |
| Fuel pump with hose, fittings, ect.  | 1                      | LS                         | \$1,000        | 1.10              | \$1,100         |
| Misc. consumables and hand tools   | 1                      | LS                         | \$1,000        | 1.10              | \$1,100         |
| Bottom Liner under bladder   | 1                      | LS                         | \$2,000        | 1.10              | \$2,200         |
| Ice fishing hut  | 1                      | LS                         | \$800          | 1.10              | \$880           |
| Waterpump for transferring to bladder with fittings  | 1                      | LS                         | \$1,200        | 1.10              | \$1,320         |
| Frost Fighter Fuel 84hrs@ 4gphx\$7.20/gallong  | 0                      | LS                         | \$2,500        | 1.10              | \$0             |
| PID Rental   | 7                      | Day                        | \$90           | 1.10              | \$693           |
| Hand Drive Geoprobe Kit  | 1                      | Day                        | \$75           | 1.10              | \$83            |
| <b>Direct Cost Total</b>   |                        |                            |                |                   | <b>\$40,527</b> |
| <b>Laboratory Analysis</b>   |                        |                            |                |                   |                 |
| <b>14 - Day Turn Around Time</b>   | <b>QTY</b>             | <b>Units</b>               | <b>Rate</b>    | <b>Markup</b>     | <b>Total</b>    |
| <b>Borehole Samples (5 primary, 1 Duplicates)</b>  |                        |                            |                |                   |                 |
| GRO by Alaska Method AK101   | 6                      | EA                         | \$80.00        | 1.05              | \$504           |
| DRO/RRO by Alaska Methods AK 102/103   | 6                      | EA                         | \$90.00        | 1.05              | \$567           |
| VOCs by EPA Method 8260  | 3                      | EA                         | \$175.00       | 1.05              | \$551           |
| PAHs by EPA Method 8270  | 3                      | EA                         | \$180.00       | 1.05              | \$567           |
| <b>Laboratory Analysis Cost Total</b>  |                        |                            |                |                   | <b>\$2,189</b>  |
| <b>Daily Rate</b>  |                        |                            |                |                   |                 |
| <b>Labor Costs:</b>  |                        |                            |                |                   |                 |
|  | <b>Lead</b>            | <b>Labor 1</b>             | <b>Labor 2</b> |                   | <b>Totals</b>   |
| <b>Hourly Rate</b>   | <b>\$95.00</b>         | <b>\$85.00</b>             | <b>\$85.00</b> |                   |                 |
| Onsite labor (assumes 3 personnel / 7 days onsite)   | 84                     | 84                         | 84             |                   | \$22,260        |
| <b>Labor Subtotal</b>  |                        |                            |                |                   | <b>\$22,260</b> |
| <b>ASSUMPTIONS</b>   |                        |                            |                |                   |                 |
| 1. Delivery and full use of NWABSD frost fighter   |                        |                            |                |                   |                 |
| 2. Fuel for frost fighter and water pump will be sourced from onsite storage tank                            |                        |                            |                |                   |                 |
| 3. Storage bladder can be staged on site after raw product is contained and soil samples are completed.      |                        |                            |                |                   |                 |
| 4. Assumes 7 days onsite for 3 personnel. Additional days, if necessary, will be billed on a day rate basis. |                        |                            |                |                   |                 |
| <b>TASK 2 - TOTAL DIRECT COSTS</b>   |                        |                            |                |                   | <b>\$64,977</b> |

| <b>Task 3 - Water Treatment (Summer 2026)</b>            |                                  |                            |                |                   |                 |
|--|----------------------------------|----------------------------|----------------|-------------------|-----------------|
| <b>Labor Costs:</b>                                      |                                  |                            |                |                   |                 |
|  | <b>Project Manager</b>           | <b>Associate Scientist</b> | <b>Laborer</b> | <b>Admin</b>      | <b>Totals</b>   |
| <b>Hourly Rate</b>                                       | <b>\$125.00</b>                  | <b>\$98.00</b>             | <b>\$85.00</b> | <b>\$50.00</b>    |                 |
| Project Management / ADEC Coordination / Meeting Support | 2                                | 8                          | 0              | 2                 | \$1,134         |
| Mob/Demob  | 0                                | 16                         | 16             | 2                 | \$3,028         |
| Field Work   | 0                                | 24                         | 24             | 0                 | \$4,392         |
| Reporting  | 8                                | 36                         | 8              | 4                 | \$5,408         |
|  | <b>Labor Subtotal</b>            |                            |                |                   | <b>\$13,962</b> |
| <b>Task 3 - Direct Costs:</b>                            |                                  |                            |                |                   |                 |
|  | <b>QTY</b>                       | <b>Units</b>               | <b>Rate</b>    | <b>Markup (%)</b> | <b>Total</b>    |
| AK Airlines round trip Anchorage to Kotzebue             | 2                                | way                        | \$850          | 1.10              | \$1,870         |
| Bearing Air - Kotzebue to Noorvik                        | 2                                | way                        | \$420          | 1.10              | \$924           |
| Lodging in Kotzebue                                      | 2                                | day                        | \$300          | 1.10              | \$660           |
| Lodging in Noorvik (2 pax / \$125/night)                 | 2                                | day                        | \$250          | 1.10              | \$550           |
| Meals (2 pax)  | 6                                | day                        | \$143          | 1.10              | \$944           |
| Granular Activated Carbon Drum (30 gallon)               | 1                                | Each                       | \$175          | 1.10              | \$193           |
| Water transfer pump and hose                             | 1                                | Each                       | \$1,200        | 1.10              | \$1,320         |
|  | <b>Direct Cost Total</b>         |                            |                |                   | <b>\$6,460</b>  |
| <b>Laboratory Analysis</b>                               |                                  |                            |                |                   |                 |
| <b>14 - Day Turn Around Time</b>                         | <b>QTY</b>                       | <b>Units</b>               | <b>Rate</b>    | <b>Markup</b>     | <b>Total</b>    |
| <b>Water Treatment Samples (2)</b>                       |                                  |                            |                |                   |                 |
| GRO by Alaska Method AK101                               | 2                                | EA                         | \$80.00        | 1.05              | \$168           |
| DRO/RRO by Alaska Methods AK 102/103                     | 2                                | EA                         | \$90.00        | 1.05              | \$189           |
| VOCs by EPA Method 8260                                  | 2                                | EA                         | \$175.00       | 1.05              | \$368           |
| PAHs by EPA Method 8270                                  | 2                                | EA                         | \$180.00       | 1.05              | \$378           |
|  | <b>Laboratory Analysis Total</b> |                            |                |                   | <b>\$1,103</b>  |
| <b>ASSUMPTIONS</b>                                       |                                  |                            |                |                   |                 |
| 1. ADEC approves onsite discharge of treated water       |                                  |                            |                |                   |                 |
| <b>TASK 3 - TOTAL COST</b>                               |                                  |                            |                |                   | <b>\$21,525</b> |
| <b>TOTAL COST</b>  |                                  |                            |                |                   | <b>\$98,409</b> |

MOA# 226.046

**Purchase Order**

**NORTHWEST ARCTIC BOROUGH  
SCHOOL DISTRICT  
PO BOX 51  
KOTZEBUE AK 99752**

**No. 260836**

Purchase order number must appear on all documents and packages relating to this order.

Do not overshoot or substitute without prior approval from the Northwest Arctic Borough School District.

Contact Purchasing Office with any changes in pricing and shipping.

P.O. Date: 11/26/2025

Questions ? BRAD EISEL (907) 442-1822

Ext:

Account:

P.O. Issued To :

Ship To:

RESCON ALASKA, LLC.  
8361 PETERSBURG STREET  
ANCHORAGE AK 99507

Property Services- NWABSD

Attn: Mark Moore

PO Box 51

744 Third St.

Kotzebue AK 99752

(907) 442-1849

Req# 25261158

Contact: Zack Kirk

Location: Property Services

Phone: (907) 677-7423

Fax:

Project: None

Date Required: 12/11/2025

Award Number: 226046MOA

**Reference:**

| Line | Qty | Unit | Part# | Description  | Account Number                                   | Unit Price | Extended  | Tax  | Freight |
|------|-----|------|-------|--|--|------------|-----------|------|---------|
| 1    | 1   | EA   |       | Rescon will do uel spill clean-up in Kotzebue, at Bus Barn and Monitor Noorvik & Kivalina's previous fuel spills, See attached Proposal for details. | 100.099.620.000.410<br>PROF & TECHNICAL SERVICES | 95,000.00  | 95,000.00 | 0.00 | 0.00    |

APPROVAL SIGNATURES:

*Brad Eisel*

Sub-Total: 95,000.00

Freight: 0.00

Tax: 0.00

Total Amount: 95,000.00

NOTES:

[Empty rectangular box for notes]

Order Via:

Email

**ENTITY COPY**

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: Rescon Alaska
Name of Company

MOA Control #: 216.046
Contact Brad Eisel for #

Address: 8361 Petersburgs Street Anchorage, AK 99515
Street or POB City State Zip + four

(907) 677-7423 z Kirk@resconalaska.com Zack Kirk- Project Manager
Area Code Phone # Fax # E-mail Address

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

07/01/25 06/30/2026 W-9 Submitted Previously
Start Date (mmddyy) End Date (mmddyy) Verify with Brad Eisel

Contractor Agrees To: Rescon will do the Fuel spill clean-up in Kotzebue, at the Bus Barn and monitor Noorvik & Kivalina's previous fuel spills. See attached Proposal for specific details.

If additional space is needed, please upload attachment

District Contact Person: Mark Moore Phone #: (907) 442-1871 Ext 1871
Email Address: mmoore@nwarctic.org Fax #: (907) 442-2391

District Agrees To:

If additional space is needed, please upload attachment

Payment Terms: Upon completion of Electrical Services, NWABSD will make payment (s) accordingly.

If additional space is needed, please upload attachment

Table with 2 columns: Enter Account Code as: and Amount. Includes account numbers and a total of \$95,000.00.

**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

\_\_\_\_\_  
Director of Administrative Services – Fiscal Approval

\_\_\_\_\_  
Director's Signature

\_\_\_\_\_  
Date (mm/dd/yy)

Terri Walker

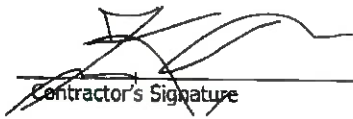
\_\_\_\_\_  
Superintendent –Authorized Signer NWABSD

\_\_\_\_\_  
Superintendent's Signature

\_\_\_\_\_  
Date (mm/dd/yy)

Rescon Alaska

Contractor



Contractor's Signature

11/14/25

Date (mm/dd/yy)





May 21, 2025

Mark Moore  
Director of Property Services  
Northwest Arctic Borough School District  
PO Box 57  
Kotzebue, AK 99752

Re: Kotzebue Spill Response – Scope of Services and Rate of Charges

Dear Mr. Moore,

Rescon Alaska LLC (Rescon) has developed this Scope of Services and Rate of Charges on behalf of the Northwest Arctic Borough School District (NWABSD) to detail environmental activities to be performed in response to the heating oil spill in Kotzebue, Alaska.

**Scope of Services:**

**Task 1 - Remedial Action Plan**

Rescon will develop a Spill Response Plan to detail remedial soil excavation efforts to remove the impacted soil. The plan will outline the remedial strategy for excavating the soil and include discussion of the approach for hauling excavated materials to the NWABSD designated landfarm area. The plan will also include the methodologies for field screening and analytical soil sample collection and the construction of the landfarm.

Rescon will draft the plan to conform to Alaska Department of Environmental Conservation (ADEC) requirements listed in Title 18 Alaska Administrative Code, Chapter 75 Oil and Hazardous Substances Pollution Control, for soil characterization and waste management. Rescon will interface closely with the ADEC Project Manager and NWABSD representatives to enable a timely approval of the selected remedial strategy and ensure the necessary logistical preparations for a successful project execution

**Task 2.1 – Remedial Excavation**

Upon approval of the Spill Response Plan, Rescon will mobilize two field scientists/operators to the site. This Scope of Services (and the attached Rate of Charges) assumes that the NWABSD will provide the heavy equipment to conduct the work. If additional equipment is needed, Rescon will secure the rental equipment through local providers at additional cost to NWABSD. Upon arrival at the site, the field team will commence a remedial excavation of the impacted soil. The field team will initially excavate test pits around the spill area to quantify the volume of impacted soil prior to initiating the main removal activity. After establishing an estimated area and volume

of contaminated soils that can reasonably be removed, the field team will commence excavation and hauling of contaminated soils to the landfarm treatment area.

The field scientist will use a photoionization detector (PID) and visual/olfactory observations to guide the removal activities. If field screening results indicate that all accessible soils exceeding ADEC criteria were removed, the field team will collect additional screenings and analytical samples from the excavation in accordance with the ADEC Field Sampling Guidance. The analytical samples will be submitted for the following analyses, as required for Arctic Diesel in Appendix F of the Field Sampling Guidance:

- Gasoline range organics (GRO) by Alaska (AK) Method 101,
- Diesel range organics (DRO) by AK Method 102,
- Volatile organic compounds (VOCs) by EPA Method 8260, and
- Polycyclic aromatic hydrocarbons (PAHs) at 25% of the total number of samples by EPA Method 8270.

### **Task 2.2 – Landfarm Construction**

Rescon proposes to construct a landfarm treatment cell at the property location identified by NWABSD contingent on ADEC plan approval. Using this approach, the excavated soil will be transferred to the designated landfarm area and spread in a loose one-foot lift. Following the construction of the cell, the landfarm would require weekly tilling by NWABSD staff or contractors throughout the summer season.

At the completion of the summer, two Rescon environmental scientists would return to the site to collect post-treatment samples from the landfarm.

*Note: The costs for the post-treatment sample collection is not included in the attached Rate of Charges.*

If the end of summer post-treatment samples indicate that petroleum contamination still remains in the landfarm soil, the landfarm cell would be covered with a weighted liner and the tilling treatment would need to resume the following summer. Under that scenario, the Rescon scientists would return again at the end of the summer season to sample the landfarm. This process would need to repeat until the post-treatment samples confirm that the remedial objectives have been met.

If the post-treatment samples indicate that the tilling was effective in remediating the contaminated soil, the NWABSD would be able to deconstruct the landfarm and the soil would be available for conditional reuse. Following the removal of the landfarm, the Rescon scientists would have to return once more to sample the underlying soil to ensure that it was not negatively impacted by the landfarmed soil.

### **Task 3 – Reporting**

Following completion of the initial response activities Rescon will develop a Spill Response Report for the site to detail the field activities and observations, a discussion of the analytical data results and an analysis of the site conditions. The report will quantify the amount of impacted material



Rescon requires a signed authorization of this Scope of Services. Upon receipt of authorization, Rescon will begin developing the remedial approach for the selected strategy for ADEC approval.

**Project Authorization:**

Rescon Alaska requires authorization in spaces provided at the end of this letter.

Please feel free to contact me with questions or concerns.

Respectfully Submitted,

Zack Kirk  
Project Manager  
Rescon Alaska, LLC

**Authorized and Accepted by:**

Name: Mark A Moore

Signature: [Handwritten Signature]

Title: Director of Property Services

Date: 5/22/2025

**Attachments:**

Attachment A – General Terms and Conditions

Attachment B – Rate of Charges

## ATTACHMENT A

RESCON ALASKA, LLC  
GENERAL TERMS AND CONDITIONS

The following Terms and Conditions govern the work to be performed by Rescon Alaska, LLC ("Consultant") for the client ("Client") identified in the accompanying proposal. By accepting the proposal or authorizing any portion of the work to be performed by the Consultant (the "Agreement"), client shall accept these Terms and Conditions, as if they had been set forth in full in the proposal.

1. **Performance:** Consultant shall perform the services set forth in the Agreement in a manner consistent with the level of care and skill ordinarily exercised by members of Consultant's profession currently practicing in similar locations and under similar conditions. Client acknowledges that Consultant has made no expressed or implied representations, guarantees or certifications regarding the results to be achieved upon the completion of the services set forth in the Agreement.
2. **Payment:** All invoices submitted by Consultant shall be immediately due and shall be payable within fifteen (15) days after their receipt by Client. Any invoice not paid by that time shall be subject to interest at a rate not exceeding one-and-one-half percent (1.5%) per month. Client shall notify Consultant in writing objecting to any charges that it does not believe are accurate or appropriate, within fifteen (15) days after receiving the invoice containing such charges. Any remaining charges that are not in dispute shall be considered valid, due and owing to Consultant. If any invoice becomes more than thirty (30) days past due, Consultant reserves the right to terminate any contract underlying to or relating to the invoice without incurring any liability to the Client. Client agrees to pay for all of Consultant's services, expenses and fees (including fees from Consultant's vendors at a rate of cost plus fifteen percent) up to and including the termination date. Client also agrees to pay for all costs associated with collecting the amounts due under the invoice, including, without limitation, attorney fees.
3. **Changes:** The Agreement may not be changed or altered except by further written agreement between the parties. The parties acknowledge that changes in the condition of property, in the information that is known with respect to the property, the scope of work requested by client or to the applicable law may occur after the Agreement was executed by the parties but before the completion of the services by Consultant under that Agreement. If these or any other changes occur, the Agreement shall be amended to provide for additional Consultant compensation commensurate with the nature and scope of the change(s).
4. **Client Cooperation:** Client agrees to fully cooperate with Consultant in the performance of its obligations hereunder. In addition to providing or securing access to the property, Client shall provide Consultant with all information in its possession or under its control that is relevant or material to Consultant's scope of work, including but not limited to reports, maps, data, site plans, communications with regulating authorities, material safety data sheets, hazard communication plans, due care plans, surveys, previous environmental reports, or any other documents that evidence the existing condition or proposed use of the property ("Client Information"). Consultant shall not be responsible or held liable for any inaccurate or incomplete information provided by Client, or for any information withheld by Client. Consultant shall not be responsible or liable for any incorrect or erroneous statements made by any governmental entity or third party upon which Consultant relies in the performance of the services hereunder. Client further agrees, upon request of Consultant, to disclose or have marked by an appropriate entity the location of all underground utilities or improvements. Client shall indemnify Consultant pursuant to paragraph 12 hereunder from any loss resulting from damage to underground utilities.
5. **Confidentiality:** Consultant shall retain as confidential all information and data furnished to it by Client. Consultant shall not disclose any confidential Client information to any third party except as directed by Client, ordered pursuant to court order or required by law.
6. **File Retention:** Consultant shall maintain client files, including copies of any reports, for a period not to exceed three (3) years after completion of the services pursuant to the Agreement. Unless otherwise requested by Client, Consultant may destroy any files after three (3) years. In the event that Client desires to have its files returned to it at that time, it shall so notify Consultant in writing and Client shall bear all costs and expenses that Consultant may incur in closing and transferring those files to Client. Consultant may retain one copy of any report for its files.
7. **Final Product:** Client acknowledges that any report prepared hereunder reflects the condition of the property to the extent information is known or reasonably ascertainable to Consultant at the time the report is issued. Any material change in use or condition of the property after the report is completed shall immediately terminate any findings or conclusions of the report that are contrary to the use or condition of the property as of the date the report was completed. Any information that Client becomes aware of after the report is completed, but which was not provided to Consultant prior to the issuance of the report, that would materially alter the findings or conclusions contained therein shall be immediately made known to

- Consultant. Consultant shall have the opportunity to revise the report to include or take account of the newly provided information. Consultant may charge Client on a time and materials basis for reviewing and analyzing the newly provided information, and for all costs associated with revising the report. Such additional compensation shall be based upon Consultant's then current published rates for time and materials.
8. **Right of Entry:** Client shall obtain or grant Consultant, including its personnel and contractors, lawful access to all property as may be necessary for Consultant to complete its obligations under the Agreement. Such access shall include the right to perform and complete all acts, investigations, assessments, studies, evaluations, delineations or other actions required under the Agreement.
  9. **Delays or Increased Costs:** Consultant shall use commercially reasonable efforts in performing its obligations under the Agreement in a timely manner. Consultant shall not be held responsible for any delays or increased costs caused by or attributable to: a) the failure by Client (including its employees, contractors or agents) to provide Consultant with Client Information; b) the failure by Client to provide or arrange for Consultant's access to the property or to any other documents, material, information or contractors; c) the failure of Client to secure the cooperation of any necessary third party; d) any act of God, labor trouble, fire, act of governmental authority, inclement weather or other force majeure condition; e) the discovery of unanticipated site conditions (including, but not limited to hazardous substances); or f) any other reason that is beyond Consultant's ability to control. In the event Consultant, for any reason listed herein, is unable to complete its obligations under the Agreement, it shall be given a reasonable amount of time to complete those obligations once the underlying condition is remedied. In the event one or more condition listed herein necessitates a change in the scope of work under the Agreement, Consultant shall be entitled to additional compensation for any additional efforts that may be required, based upon a time and materials basis. Such additional compensation shall be based upon Consultant's then current published rates for time and materials.
  10. **Termination:** This Agreement may be terminated by either party upon fifteen (15) days written notice. In the event this Agreement is terminated by Client, Consultant shall be entitled to payment in full for all activities completed as of the date termination becomes effective. Any payment to which Consultant is entitled shall be calculated on a time and materials basis, based upon Consultant's then current published rates for time and materials.
  11. **Indemnification:** Client shall indemnify, protect and hold harmless Consultant, its owners, agents, officers, directors, employees, subcontractors and agents from and against any and all liability, claims, demands, losses, damages, expenses, fines, levies and costs, including actual attorneys fees, whether direct, indirect or consequential, arising out of, related to or otherwise resulting from Consultant's performance under the Agreement. All claims brought against Consultant, relating to the Agreement or otherwise, whether based upon contract, tort, statute or otherwise, must be brought within one (1) year from the completion of the services under the Agreement or they shall be forever barred.
  12. **Insurance and Limits of Liability:** Consultant shall procure and maintain, at its own expense, during the term of the Agreement, such insurance as may be required by law. Consultant's liability for any claimed damages arising out of or related to any services provided under the Agreement shall be limited to the amounts, limits, exclusions and conditions of the insurance maintained by Consultant. In no event shall Consultant be liable for any claims based upon contract or tort for any loss of business opportunity, profits or any special, incidental, consequential or punitive damages.
  13. **Lien:** In order to secure payment of the amounts for which it has contracted hereunder, including amounts that it may have advanced in furtherance of its obligations under the Agreement between Consultant and Client, Consultant hereby notifies Client that it intends to utilize any rights that it may have under Alaska Statutes. Client hereby authorizes Consultant to execute and record on its behalf any and all documents (including any applicable lien waivers or releases) necessary or desirable to comply with the law.
  14. **Compliance with Laws:** With respect to the services provided to Client hereunder, Consultant shall comply with all applicable federal, state and local laws, ordinances, rules and regulations duly promulgated. Client represents that it possesses all necessary permits, licenses and permissions for the continuation of Consultant's activities at the property.

2025 Kotzebue Spill Response

Northwest Arctic Borough School District  
Kotzebue, Alaska

| Task 1 - Remedial Action Plan                            |                    |                     |         |         |                |                |
|--|--------------------|---------------------|---------|---------|----------------|----------------|
| Task 1 - Labor Costs:                                    | Project Manager    | Associate Scientist | Drafter | Admin   | Totals         |                |
| Hourly Rate  | \$130.00           | \$105.00            | \$85.00 | \$40.00 |                |                |
| Project Management / ADEC Coordination / Meeting Support | 8                  | 6                   | 0       | 2       | \$1,750        |                |
| Planning Document Preparation                            | 8                  | 30                  | 4       | 0       | \$4,530        |                |
|  | <b>Labor Total</b> |                     |         |         | <b>\$6,280</b> |                |
| <b>TASK 1 - LUMP SUM COST</b>                            |                    |                     |         |         |                | <b>\$6,280</b> |

| Task 2 - Spill Response       |                    |                     |                    |         |                |         |
|-------------------------------|--------------------|---------------------|--------------------|---------|----------------|---------|
| Task 2A - Lump Sum Costs:     | Project Manager    | Associate Scientist | Sampler / Operator | Laborer | Admin          | Totals  |
| Hourly Rate                   | \$130.00           | \$105.00            | \$95.00            | \$90.00 | \$40.00        |         |
| Project Management            | 12                 | 12                  | 0                  | 0       | 2              | \$2,900 |
| Mobilization / Demobilization | 2                  | 10                  | 10                 | 4       | 0              | \$2,620 |
|                               | <b>Labor Total</b> |                     |                    |         | <b>\$5,520</b> |         |

| Task 2A - Expenses   | QTY                   | Units | Rate   | Markup (%) | Total           |
|--|-----------------------|-------|--------|------------|-----------------|
| Item   |                       |       |        |            |                 |
| Roundtrip Airfare (ANC to OTZ)   | 3                     | Each  | \$250  | 1.05       | \$788           |
| Freight Shipping   | 1000                  | LBS   | \$1.25 | 1.05       | \$1,313         |
| 6 mil reinforced cover liner (approx 3,000 sqft)                           | 4                     | Each  | \$580  | 1.05       | \$2,436         |
| Other miscellaneous consumables (landfarm maint. sand bags, fencing, etc.) | 1                     | Each  | \$400  | 1.05       | \$420           |
|  | <b>Expenses Total</b> |       |        |            | <b>\$4,956</b>  |
| <b>Task 2A Lump Sum Costs Total</b>  |                       |       |        |            | <b>\$10,476</b> |

| Task 2B - Time and Materials* Costs:   |                                      |         |         |            |                 |  |
|--|--------------------------------------|---------|---------|------------|-----------------|--|
| Task 2B - Expenses and Labor   | QTY                                  | Units   | Rate    | Markup (%) | Total           |  |
| Item   |                                      |         |         |            |                 |  |
| Lodging (Assumes 3 nights)   | 6                                    | Each    | \$290   | 1.05       | \$1,827         |  |
| Vehicle rental   | 4                                    | Day     | \$240   | 1.05       | \$1,008         |  |
| Photoionization Detector (PID)   | 4                                    | Day     | \$90    | 1.05       | \$378           |  |
| One Cubic Yard Supersacks  | 0                                    | Each    | \$55    | 1.05       | \$0             |  |
| Mid-sized Excavator  | 0                                    | Day     | \$0     | 1.05       | \$0             |  |
| Front End Loader   | 0                                    | Day     | \$0     | 1.05       | \$0             |  |
| Skidsteer with forks   | 0                                    | Day     | \$0     | 1.05       | \$0             |  |
| Fuel   | 0                                    | Gallons | \$3.75  | 1.05       | \$0             |  |
| <b>Time and Materials Day Rates</b> - Includes: Labor, Per Diem (meals only, \$97/day per person) 4 days for 2 PAX   | 8                                    | Days    | \$1,400 | 1.00       | \$11,200        |  |
| <i>*Note: T&amp;M Day Rate will be charged based on actual number of days required to perform remedial excavation, hauling, and confirmation sampling. Assume 4 days will be required.</i> |                                      |         |         |            |                 |  |
|  | <b>Expenses and Labor Cost Total</b> |         |         |            | <b>\$14,413</b> |  |

| Task 2B - Laboratory Expenses   | QTY                              | Units | Rate     | Markup (%) | Total           |                 |
|---|----------------------------------|-------|----------|------------|-----------------|-----------------|
| Laboratory Analysis   |                                  |       |          |            |                 |                 |
| 14 - Day Turn Around Time   |                                  |       |          |            |                 |                 |
| Analytical Samples (10** Soil + Trip Blanks for GRO/VOC analysis)   |                                  |       |          |            |                 |                 |
| GRO by Alaska Method AK101  | 11                               | EA    | \$80.00  | 1.05       | \$924           |                 |
| DRO/VRO by Alaska Methods AK 102/103  | 10                               | EA    | \$90.00  | 1.05       | \$945           |                 |
| VOCs by EPA Method 8260   | 11                               | EA    | \$175.00 | 1.05       | \$2,021         |                 |
| PAHs by EPA Method 8270   | 10                               | EA    | \$180.00 | 1.05       | \$1,890         |                 |
| <i>**Note: Assumes: 3 soil characterization samples, 4 sidewall samples and 1 floor sample from excavation, plus 1 landfarm baseline sample, for a total of 9, plus 1 field duplicate. Additional sample collection will be charged at the rates shown.</i> |                                  |       |          |            |                 |                 |
|   | <b>Laboratory Analysis Total</b> |       |          |            | <b>\$5,780</b>  |                 |
| <b>Task 2B T&amp;M Costs Total</b>  |                                  |       |          |            | <b>\$20,193</b> |                 |
| <b>TASK 2 - COST</b>  |                                  |       |          |            |                 | <b>\$30,669</b> |

| Task 3 - Reporting                                       |                       |                     |         |             |                |                 |
|--|-----------------------|---------------------|---------|-------------|----------------|-----------------|
| Task 4 - Labor Costs:                                    | Project Manager       | Associate Scientist | Drafter | Data Review | Admin          | Totals          |
| Hourly Rate  | \$130.00              | \$105.00            | \$95.00 | \$100.00    | \$40.00        |                 |
| Project Management / ADEC Coordination / Meeting Support | 2                     | 4                   | 0       | 0           | 0              | \$680           |
| Report Preparation                                       | 4                     | 36                  | 6       | 12          | 2              | \$6,150         |
|  | <b>Labor Subtotal</b> |                     |         |             | <b>\$6,830</b> |                 |
| <b>TASK 3 - LUMP SUM COST</b>                            |                       |                     |         |             |                | <b>\$6,830</b>  |
| <b>TOTAL COST</b>  |                       |                     |         |             |                | <b>\$43,779</b> |



## NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

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

### NEWS RELEASE

**From:** The Office of the Superintendent,  
Terri Walker

**Date:** June 4, 2025

**Subject:** June 3, 2025, Board of  
Education Meeting



The Northwest Arctic Borough School District Board of Education held a Regular Meeting on Tuesday June 3, 2025.

The Board took the following actions:

- Approval of April 29, 2025 Regular Meeting Minutes.
- Approved the second reading to the proposed revisions to BP1250 Volunteer Assistance; BP 4151 Salary Guides-Exempt Employees; BP 4313.1 Loan Scheduling Hours of Employment; BP 5040 Students Nutrition and Physical Activity; BP 5148 Childcare; BP 6115 Ceremonies and Observances; BP 6142.4 Community Service; BP 6143 Course of Study; BP 6146.4 Reciprocity on Graduation; BP 6153 School-Sponsored Trips; BP 6161.2 Damaged or Lost Instructional Materials; BP 7000 Concepts and Roles; BP 7310 Methods of Financing; BP 8000 Concepts and Roles; BP 8320 Meetings; BB 9122 Vice President; BB 9200 Board Members; BB 9210 Qualifications; BB 9200 Elections; BB 9230 Orientation; BB 9240 Board Development; BB 9321 Executive Sessions;
- Approved the first reading to the proposed revisions to BP 5141.22, Infectious Disease;
- Approval of Refrigeration Solutions.
- Approval of Rescon Alaska Spill Response Remediation.
- Approval of Frontier Fire Protection.
- Approval of Northwest Electric, Inc.
- Approval of Repair and Replace the Lift Station Tank.
- Approval of Door Systems of Alaska.
- Approval of Human Resources.
- Approval of 3-Year Calendar.
- Approval of June Nelson Scholarship Recipient.
- Approval of FY25 Budget Revision # 3.
- Approval of Northern Industrial Training.
- Approval of Alaska Humanities Forum FY26.

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

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** June 2, 2025

**NUMBER:** 25-155

**FR:** Office of the Superintendent

**SUBJECT:** Approval of RESCON

### **ABSTRACT:**

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

### **ISSUE:**

At issue is board approval for RESCON for the heating fuel spill clean-up for Noorvik, Kivalina and Kotzebue for a cost not to exceed \$95,000.00 for the school year 25/26

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

In the 2021, 2023 2025 the district had fuel spills in Kivalina on the old teacher housing campus, in Noorvik behind the teacher housing 6-plex on the hill (which are not closed out) and in Kotzebue the fuel tank used for the bus barn developed a leak in April 2025. RESCON was and still is being used to mitigate the spill issues in Kivalina and Noorvik and currently addressing the spill issue in Kotzebue and monitoring the dispose of the spilled heating fuel. They have been working directly with the ADEC on the three spills. We also need to retain their services in the event of any spills we would need immediate support with.

### **FUNDING SOURCE:**

General Fund: budgeted for FY26

### **ALTERNATIVES:**

1. Approve the administration's request to pay RESCON for their continued efforts at each site as per attached not to exceed \$95,000.00 for the school year 25/26.
2. Disapprove the administration's request to pay RESCON for their continued efforts at each site, as per attached not to exceed \$95,000.00 for the school year 25/26.
3. Take no final action.

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

The Administration recommends Board approval to continue with RESCON to continue and finish the fuel spill clean-up at each site as per attached not to exceed \$95,000.00 for the school year 25/26.

**Invoice**



Rescon Alaska, LLC  
8361 Petersburg St  
Anchorage, AK, 99507

MOA #226.04k  
PO #260836

Northwest Arctic Borough School District  
Mark Moore  
Director of Property Porperty  
PO Box 51  
Kotzebue, AK 99752

November 13, 2025  
Invoice No: 0085-013 - 1

Project 0085-013 Kotzebue Spill Response - NWABSD  
Professional Services from October 01, 2025 to October 31, 2025

|                  |           |                           |                    |
|------------------|-----------|---------------------------|--------------------|
| <b>Fee</b>       |           |                           |                    |
| Total Fee        | 43,779.00 |                           |                    |
| Percent Complete | 95.00     | Total Earned              | 41,590.05          |
|                  |           | Previous Fee Billing      | 0.00               |
|                  |           | Current Fee Billing       | 41,590.05          |
|                  |           | <b>Total Fee</b>          | <b>41,590.05</b>   |
|                  |           | <b>Total this Invoice</b> | <b>\$41,590.05</b> |

12.01.25 SIGNED OFF  
NO THIS LAPS @ 11:51 AM

**COPY**

**Invoice**



Rescon Alaska, LLC  
8361 Petersburg St  
Anchorage, AK, 99507

MOA# 226.046  
PO# 260836

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

November 13, 2025  
Invoice No: 0085-014 - 1

Project 0085-014 Kivalina Teacher Housing Spill Response  
Professional Services from October 01, 2025 to October 31, 2025

**Fee**

| Billing Phase          | Fee                       | Percent Complete | Earned             |
|------------------------|---------------------------|------------------|--------------------|
| Work Plan Development  | 5,110.00                  | 100.00           | 5,110.00           |
| 2025 Sample Collection | 20,188.00                 | 100.00           | 20,188.00          |
| Reporting              | 6,830.00                  | 0.00             | 0.00               |
| <b>Total Fee</b>       | <b>32,128.00</b>          |                  | <b>25,298.00</b>   |
|                        | Previous Fee Billing      |                  | 0.00               |
|                        | Current Fee Billing       |                  | 25,298.00          |
|                        | <b>Total Fee</b>          |                  | <b>25,298.00</b>   |
|                        | <b>Total this Invoice</b> |                  | <b>\$25,298.00</b> |

11:51 AM SIGNED  
OFF TO DIVISIONS  
12.01.25

**COPY**

**Invoice**



Rescon Alaska, LLC  
8361 Petersburg St  
Anchorage, AK, 99507

MOA# 226.046  
PO# 260834

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

January 28, 2026  
Invoice No: 0085-016 - 1

Project 0085-016 Noorvik School Heating Oil Spill

Professional Services from January 01, 2026 to January 31, 2026

Phase 0000000001 Initial Response

**Fee**

Total Fee 10,384.00

Percent Complete

100.00

Total Earned 10,384.00

Previous Fee Billing 0.00

Current Fee Billing 10,384.00

**Total Fee 10,384.00**

**Total this Phase \$10,384.00**

**Total this Invoice \$10,384.00**

9:24 AM SIGNED OFF IN  
DIVISIONS 01.29.24





**ALTERNATIVES:**

1. Approve Revision #3 of the FY26 District Operating Fund Budget as presented;
2. Disapprove Revision #3 of the FY26 District Operating Fund Budget as presented;
3. Take no action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve Revision #3 of the FY26 General Fund Operating Budget as presented.

Northwest Arctic Borough School District  
FY26 Budget

|                                    | FY26                | FY26                 | CHANGES              | NOTES |
|------------------------------------|---------------------|----------------------|----------------------|-------|
|                                    | <u>REVISION #2</u>  | <u>REVISION #3</u>   |                      |       |
| <b><u>REVENUE</u></b>              |                     |                      |                      |       |
| Other Local Revenue                | \$1,500,000         | \$1,500,000          | \$0                  |       |
| Earnings on Investments            | \$770,000           | \$770,000            | \$0                  |       |
| Borough Appropriation              | \$10,216,250        | \$10,216,250         | \$0                  |       |
| E-rate Program                     | \$11,609,460        | \$11,609,460         | \$0                  |       |
| State Foundation                   | \$40,807,240        | \$40,807,240         | \$0                  |       |
| Quality Schools                    | \$105,427           | \$105,427            | \$0                  |       |
| TRS On-behalf                      | \$2,939,737         | \$2,939,737          | \$0                  |       |
| PERS On-behalf                     | \$568,837           | \$568,837            | \$0                  |       |
| Revenue-Other State Sources        | \$821,180           | \$821,180            | \$0                  |       |
| Impact Aid Program                 | \$3,941,882         | \$3,941,882          | \$0                  |       |
| <b>TOTAL REVENUES</b>              | <b>\$73,280,013</b> | <b>\$73,280,013</b>  | <b>\$0</b>           |       |
| <b><u>TRANSFERS IN</u></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><u>EXPENSES</u></b>             |                     |                      |                      |       |
| Certificated Salaries              | \$14,919,811        | \$15,391,061         | \$471,250            |       |
| Non-Certificated Salaries          | \$9,241,457         | \$9,069,172          | (\$172,285)          |       |
| Leave Pay Out                      | \$335,540           | \$325,807            | (\$9,733)            |       |
| Stipends                           | \$105,750           | \$107,750            | \$2,000              |       |
| Employee Benefits                  | \$8,656,770         | \$10,444,372         | \$1,787,602          |       |
| TRS On-behalf                      | \$2,939,737         | \$2,939,737          | \$0                  |       |
| PERS On-behalf                     | \$568,837           | \$568,837            | \$0                  |       |
| <b>SUBTOTAL: Personnel</b>         | <b>\$36,767,902</b> | <b>\$38,846,737</b>  | <b>\$2,078,835</b>   |       |
| Prof & Technical Services          | \$5,489,901         | \$5,234,299          | (\$255,602)          |       |
| Staff Travel                       | \$575,458           | \$556,404            | (\$19,054)           |       |
| Board Travel                       | \$83,852            | \$83,852             | \$0                  |       |
| Student Travel                     | \$1,365,775         | \$1,365,775          | \$0                  |       |
| Utility Services                   | \$13,793,102        | \$13,791,802         | (\$1,300)            |       |
| Energy (w/ electricity & fuel)     | \$5,826,800         | \$6,086,200          | \$259,400            |       |
| Other Purchased Services           | \$4,510,276         | \$4,510,276          | \$0                  |       |
| Property & Liability Insurance     | \$1,455,168         | \$1,430,168          | (\$25,000)           |       |
| Supplies, Materials & Media        | \$2,221,730         | \$2,041,373          | (\$180,357)          |       |
| Tuition                            | \$40,000            | \$40,000             | \$0                  |       |
| Dues & Fees                        | \$273,465           | \$257,255            | (\$16,210)           |       |
| Inventoried Equipment              | \$55,000            | \$55,000             | \$0                  |       |
| Indirect Cost Recovery             | (\$250,000)         | (\$250,000)          | \$0                  |       |
| <b>SUBTOTAL: Non-Personnel</b>     | <b>\$35,440,527</b> | <b>\$35,202,404</b>  | <b>(\$238,123)</b>   |       |
| <b>TOTAL EXPENSES</b>              | <b>\$72,208,429</b> | <b>\$74,049,141</b>  | <b>\$1,840,712</b>   |       |
| <b><u>TRANSFERS OUT</u></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                   | \$440,000           | \$440,000            | \$0                  |       |
| Special Revenue Fund               | \$0                 | \$0                  | \$0                  |       |
| <b>TOTAL TRANSFERS OUT</b>         | <b>\$2,815,000</b>  | <b>\$2,815,000</b>   | <b>\$0</b>           |       |
| <b>INC/(DEC)-UNRESERVED FB</b>     | <b>\$556,584</b>    | <b>(\$1,284,127)</b> | <b>(\$1,840,712)</b> |       |
| <b>FY25 Fund Balance</b>           | <b>\$4,550,874</b>  | <b>\$4,550,874</b>   |                      |       |
| Decrease in Fund Balance           | (\$556,584)         | \$1,284,127          |                      |       |
| Est. FY25 Prepaid & Inventory      | \$2,000,000         | \$2,000,000          |                      |       |
| <b>Projected FY26 Fund Balance</b> | <b>\$3,107,458</b>  | <b>\$1,266,747</b>   |                      |       |

## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** February 24, 2026

**NUMBER:** 26-105

**FR:** Office of the Superintendent

**SUBJECT:** Approval of  
Superintendent 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:**

Federal Lobbying with the Northwest Arctic Leadership Team in Washington D.C., March 25-27, 2026.

ASCA Lobbying in Juneau, March 28-April 1, 2026

**FUNDING SOURCE:**

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.