

## Regular Board Meeting

Tuesday, March 8, 2022 5:30 PM

NES Library /Zoom, 1057 E 5th Ave, Nome, Alaska 99762

### A. Call to Order

1. Pledge of Allegiance
2. Nome Public Schools Mission Statement
3. Roll Call
4. Approval of Agenda

### B. Consent Agenda

**(Routine matter considered for approval as one motion. Any item can be pulled for separate consideration).**

1. Approval of Minutes: Regular Meeting: February 8, 2022
2. Approval of Minutes: Special Meeting/Executive Session: February 24, 2022
3. Approval of February 2022 Disbursements
4. Approval of February 2022 Personnel Report
5. Approval of Staff Out of State Travel Requests

### C. Awards and Presentations

1. Introductions of Guests & Visitors
2. Students of the Month

### D. Opportunity for Public Comments on Agenda/Non-agenda Items

**(3 minutes per speaker, 30 minutes aggregate)**

### E. Superintendent Report

1. FY23 Budget Draft #2

### F. Information & Reports

1. Student Representative Report
2. Principal Reports
3. Director Reports
4. Business Manager Report

### G. Second Public Comment Opportunity

**(Individuals are limited to three minutes each.)**

### H. Action Item

1. Approval of First Board Policy Reading
  - a. BP 0520 School Accountability/School Improvement
  - b. BP 1340 Access to District Records
  - c. BP 3311 Bids
  - d. BP 6146.3 College and Career Readiness Assessments
2. Approval of AKEBS Contract Addendum
3. Approval of FY23 Teacher Contract

### I. Board and Superintendent's Comments & Committee Reports

### J. Upcoming Events:

- Tuesday, March 22, Work Session, 5:30 pm, NES Library
- Tuesday, April 12, Regular Meeting, 5:30 pm, NES Library
- Tuesday, April 26, Work Session, 5:30 pm, NES Library

### K. Adjournment



## *Our Mission*

We inspire and empower students to be culturally grounded responsible citizens who are deeply connected to our community and world.

## *Our Vision*

Together, strong in identity, purpose, potential

## *Board and Superintendent Guiding Principles*

- ◆ Works to ensure academic success for all students
- ◆ Works to promote positive community partnerships
- ◆ Provides leadership and support to ensure reading proficiency by 3rd Grade
- ◆ Supports the recruitment and retention of effective staff

## *Board and Superintendent Goals*

- ◆ Provide the resources for the development and adoption of curriculum as per Board Policy (BP 6141).
- ◆ Support the integration of a student's culture in the curriculum within the context of the community through implementation of the Alaska standards for culturally responsive schools.
- ◆ Work to ensure all students feel connected to their peers and the adults in their schools by improving school climate.

BOARD OF EDUCATION MINUTES  
Regular Meeting  
Tuesday, February 8, 2022  
5:40 pm  
NES Library

Member Martinson called the meeting to order at 5:40 pm Tuesday, February 8, 2022 with a quorum present.

Superintendent Burgess led the Pledge of Allegiance.

Member Martinson read the Nome Public Schools Mission Statement.

**School Board Members Present:**

Sandy Martinson	Barb Amarok (via Zoom)	Darlene Trigg (via Zoom)
Nancy Mendenhall (excused)	Bob Metcalf	
Guadalupe Callahan, Student Representative		

**Others in attendance included:**

Jamie Burgess	Cynthia Gray	Genevieve Hollins (via Zoom)
Jennifer Shreve	Jim Shreve	Elizabeth Korenek-Johnson
Diana Haecker	Peter Loewi	Teriscovkya Smith
Renee Brown	Roselynn Paniptchuk	Sherri Lewis
Mark Casey	Lizzy Hahn	Nils Hahn

**APPROVAL OF AGENDA**

Member Metcalf moved to approve the agenda as presented.

The motion carried by a roll call vote with the following results:

Sandy Martinson: yes	Barb Amarok: yes	Darlene Trigg: yes
Nancy Mendenhall: (excused)	Bob Metcalf: yes	
Guadalupe Callahan (Advisory Vote): yes		

**CONSENT AGENDA**

Member Amarok moved to approve the minutes from Regular Meeting/Executive Session, January 11, 2022; the January 2022 disbursements; the January 2022 personnel report; and the out of state travel requests.

The motion carried by a roll call vote with the following results:

Sandy Martinson: yes	Barb Amarok: yes	Darlene Trigg: yes
Nancy Mendenhall: (excused)	Bob Metcalf: yes	
Guadalupe Callahan (Advisory Vote): yes		

### **INTRODUCTIONS OF GUESTS AND VISITORS**

Superintendent Burgess introduced members of the Calendar Committee which included herself. Classified staff representatives, Jim Shreve and Jade Murdock; certified staff representatives, Jennifer Shreve, Rebekah Albertson and Zora Anderson; administrative representative, Elizabeth Korenek-Johnson; parent representatives, Jacob Martin, Boogles Johnson, Kelly Bogart, Jessica Farley and Rebecca Callahan; student representative Guadalupe Callahan; Kawerak representative, Kendra Takak; Nome Eskimo Community representative, Shelby Sinnok; and Board of Education representatives, Sandy Martinson and Barb Amarok.

### **STUDENTS OF THE MONTH**

ACSA Principal, Lisa Leeper announced Roselynn Paniptchuk as Student of the Month for January 2022.

NBMHS Vice Principal, Teriscovkya Smith announced Renee Brown and Lizzy Hahn as Students of the Month for January 2022.

### **PRESENTATION**

Calendar Committee member, Superintendent Burgess presented several school year calendar options for the board.

### **OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS**

NONE

### **SUPERINTENDENT REPORT**

Superintendent Burgess reported. The report is attached to the original of these minutes. Discussion followed.

### **INFORMATION AND REPORTS**

Student Representative, Guadalupe Callahan reported. The report is attached to the original of these minutes. Discussion followed.

NES Principal, Elizabeth Korenek-Johnson reported. The report is attached to the original of these minutes. Discussion followed.

ACSA Principal, Lisa Leeper reported. The report is attached to the original of these minutes. Discussion followed.

NBMHS Principal, Jay Thomas reported. The report is attached to the original of these minutes. Discussion followed.

Director of Technology, Jim Shreve reported. The report is attached to the original of these minutes. Discussion followed.

Director of Facilities, Mark Casey reported. The report is attached to the original of these minutes.

Director of SPED, Aaron Husemann reported. The report is attached to the original of these minutes.



Director of Federal Programs, Megan Hayes reported. The report is attached to the original of these minutes.

CFO, Genevieve Hollins reported. The report is attached to the original of these minutes. Discussion followed.

**SECOND PUBLIC COMMENT OPPORTUNITY**

NONE

**ACTION ITEMS**

Member Trigg moved to table the FY23 School Calendar. Discussion followed.

The motion carried by a roll call vote with the following results:

Sandy Martinson: no	Barb Amarok: yes	Darlene Trigg: yes
Nancy Mendenhall: (excused)	Bob Metcalf: yes	

Member Metcalf moved to approve issuing contracts for all tenured and non-tenured teachers as listed for the 2022-2023 school year.

The motion carried by a roll call vote with the following results:

Sandy Martinson: yes	Barb Amarok: yes	Darlene Trigg: yes
Nancy Mendenhall: (excused)	Bob Metcalf: yes	

Member Trigg moved to approve the Nome Public Schools FY22 Legislative Priorities with removal of the word “adequate” from priority #1. Discussion followed.

The motion carried by a roll call vote with the following results:

Sandy Martinson: yes	Barb Amarok: yes	Darlene Trigg: yes
Nancy Mendenhall: (excused)	Bob Metcalf: yes	

Member Amarok moved to approve the FY24-FY29 Six Year Capital Improvement Plan as presented.

The motion carried by a roll call vote with the following results:

Sandy Martinson: yes	Barb Amarok: yes	Darlene Trigg: yes
Nancy Mendenhall: (excused)	Bob Metcalf: yes	

**BOARD AND SUPERINTENDENT’S COMMENT & COMMITTEE REPORTS**

Member Amarok said she was relieved Superintendent Burgess was feeling better.  
Member Amarok thanked Jamie for her work and representation on the Calendar Committee.  
Member Amarok congratulated the Students, Teacher and Support Staff of the Month.  
Member Amarok thanked Student Representative, Lupe Callahan for her valuable information.

Member Trigg seconded Member Amarok’s comment that she was glad Superintendent Burgess was feeling better.

Member Trigg said she looked forward to getting work done on the committee in the coming days.

Member Trigg said she also looked forward to the upcoming work session.



BOARD OF EDUCATION MINUTES  
Special Meeting/Executive Session  
Thursday, February 24, 2022  
5:33 pm  
NES Library

Member Martinson called the meeting to order at 5:33 pm Thursday, February 24, 2022 with all board members present.

Superintendent Burgess led the Pledge of Allegiance.

Member Martinson read the Nome Public Schools Mission Statement.

**School Board Members Present:**

Sandy Martinson (via Zoom)	Barb Amarok (via Zoom)	Darlene Trigg (via Zoom)
Nancy Mendenhall	Bob Metcalf (via Zoom)	

**Others in attendance included:**

Jamie Burgess	Alisha Papineau	Teriscovkya Smith (via Zoom)
Janet Balice (via Zoom)	Jennifer Shreve	Jim Shreve
Guadalupe Callahan		

**APPROVAL OF AGENDA**

Member Mendenhall moved to approve the agenda as presented.

The motion carried by a roll call vote with the following results:

Sandy Martinson: yes	Barb Amarok: yes	Darlene Trigg: yes
Nancy Mendenhall: yes	Bob Metcalf: yes	

**OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS**

NEA representative for the teacher's union, Jennifer Shreve said teachers felt their voices weren't heard regarding the FY23 school calendar. Mrs. Shreve listed the percentages of teachers votes for the calendar options they preferred; option A had the most votes. Mrs. Shreve also shared teachers comments with the school board regarding the FY23 school calendar.

NBMHS Student Representative, Guadalupe Callahan felt that student voices weren't being heard regarding the FY23 school calendar. Ms. Callahan mentioned that the school calendar had been an ongoing issue since her Sophomore year about three years ago. Ms. Callahan also said that students preferred option A for the school calendar and urged the school board to listen to them. Ms. Callahan shared a student comment regarding moose hunting season during the school year and how there is subsistence leave available to students to excuse them for subsistence activities.

Classified staff representative for the Calendar Committee, Jim Shreve said it was the most involved the community had ever been in responding to Calendar Committee surveys. Mr. Shreve listed the percentages of overall votes for the FY23 school calendar options and option A had the majority vote by 52%. Mr. Shreve also added the option for a calendar that had the school start date after Labor Day. The response when voted on was very poor so the option was removed.

**ACTION ITEMS**

Member Martinson moved to approve Option A for the FY23 School Calendar. Discussion followed.

The motion carried by a roll call vote with the following results:

Sandy Martinson: yes                      Barb Amarok: yes                      Darlene Trigg: yes  
Nancy Mendenhall: no                      Bob Metcalf: yes

Member Amarok moved to approve the three year contract for Mrs. Jamie Burgess as Superintendent from July 1, 2022 to June 30, 2025.

The motion carried by a roll call vote with the following results:

Sandy Martinson: yes                      Barb Amarok: yes                      Darlene Trigg: yes  
Nancy Mendenhall: yes                      Bob Metcalf: yes

**EXECUTIVE SESSION**

Member Mendenhall moved to enter into Executive Session for the purpose of the Superintendent evaluation at 6:08 pm.

Member Mendenhall moved to resume the Special Meeting at 6:30 pm.

**UPCOMING EVENTS**

- Tuesday, March 8, Regular Meeting, 5:30 pm, NES Library
- Tuesday, March 22, Work Session, 5:30 pm, NES Library
- Tuesday, April 12, Regular Meeting, 5:30 pm, NES Library
- Tuesday, April 26, Work Session, 5:30 pm, NES Library

**ADJOURNMENT**

Member Trigg moved to adjourn at 6:31 pm.

\_\_\_\_\_  
Sandy Martinson                      Date  
President, Board of Education

\_\_\_\_\_  
Barb Amarok                                      Date  
Vice President, Board of Education



**Personnel-School Board Report  
March 8, 2022  
Cynthia Gray, NPS HR Manager**

**PERSONNEL ACTIONS: Staff changes/updates:**

Certified Employees: New Hires/Change of Assignment/End of employment:

1. Phyllis Walluk-Culture Studies/NBMHS-New Hire (Re-hire)
2. Phyllis Dreger-Long Term Substitute -SPED/NBMHS

Classified Employees: New Hires/Change of Assignment/End of employment:

1. Nicole "Neka" Sherman-Luce-SPED Paraprofessional/New Hire/NES
2. Sharon Ellanna-SPED Paraprofessional/Transfer (from Classroom Aide)/NES
3. Kenosha Kiyuklook-SPED Paraprofessional/Resignation/NBMHS
4. Karla Calumet-Behavior Spec/New Hire/NBMHS

Current Classified vacancies for the 2021-2022 school year:

1. Classroom Aide/Kindergarten-NES
2. Special Education Paraprofessional-multiple positions/NES/NBMHS
3. Substitute Teacher-all schools
4. After School Program Coordinator-NES

Current Certified vacancies for the 2022-2023 school year:

1. Special Education Director-SPED/District Wide
2. Assistant Principal-Nome Beltz Middle/High School
3. High School English-NBMHS
4. High School Social Studies-NBMHS
5. Special Education Teacher-NES/NBMHS
6. Speech Language Pathologist-SPED Department/District Wide

Current Certified New Hire List for the 2022-2023 school year:

1. Teriscovkya Smith-Principal/NBMHS
2. Nicholas Settle-Assistant Principal/NES
3. Peggy Simpson-Special Education/NES
4. Cassie Laurence -Middle School Generalist/NBMHS
5. Erika Rhodes-Middle School Generalist .50%/NBMHS
6. Emily Annas-Middle School Science-NBMHS

## **PERSONNEL/HR PROJECTS**

NPS HR coordinated the delivery of both administrator and teacher contracts for the 2022-2023 school year. In accordance with Alaska Statute, teachers have 30-days to return their contracts to the district for continued employment next year. The above list of vacant teacher positions is based on resignation letters received to date from those teachers in those positions. Those positions have been posted on Alaska Teacher Placement, the applicant tracking and recruitment platform each Alaska school district utilizes to fill vacant jobs.

## **EMPLOYEE BENEFITS**

NPS continues to work with RISQ Consulting for Health Insurance Pre-Renewal and begun to have discussions about options for re-newal for the 2022-2023 school year. NPS will go out to bid to see what the market has to offer.

Respectfully submitted by

*Cynthia Gray*

Cynthia Gray-NPS Human Resources Manager

## **Public Comment Statement**

The Board of Education welcomes community member input during meetings about issues on or not on the agenda. The Board is not able to respond directly to you during Public Comment; the Board may decide at the end of the meeting during Board Member Comment to discuss your topic at a work session, regular meeting, or direct the Superintendent to look into a situation further.

The Board may not speak about subjects that are protected by legal confidentiality such as specific student discipline issues or personnel issues that could disparage or slander district employees.

The general guideline is approximately three minutes per speaker; however, additional time is allowable if needed. When you speak to the Board, please state your first and last name for the record.



Nome Public Schools  
Superintendent Report  
Jamie Burgess  
March 8, 2022

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1. COVID Update: Cases dropped very rapidly through the month of February, mirroring the trend across the country and the state; however, at the very end of the month, we saw a very sharp spike in cases, and Nome Elementary had to close for an entire week due to severe short-staffing. Despite the CDC's recommendation to relax mask-wearing in areas with dwindling case numbers and the City's rescinding of their mask mandates, the District will continue all of its COVID mitigation efforts for the time being until Iditarod season is over, basketball season ends, and some time elapses past spring break, with the hope that cases will once again become low. At that time, we will consult with our Health Advisory Team about possibly lightening some of our COVID measures.

Vaccination rates remain stagnant, and are still fairly low for young children. We have implemented our Test to Stay protocol, and now have plenty of home tests available.

2. NSEDC Board Discretionary Award – We would like to thank The Norton Sound Economic Development Corporation for awarding our Nome-Beltz 8<sup>th</sup> Graders a \$9,000 grant towards the travel costs of their Washington DC Close-Up trip. Ms. Jill Peters has worked tirelessly to help students fundraise and completed the grant application for NSEDC. Our community continues to be extremely supportive of our youth programming, and we are excited to see this event once again be available to our students.

3. Grant Search – I am currently hoping to partner with NEC or Kawerak on an ANA or ANEP grant to find a Cultural Curriculum Specialist as a short-term (two or three year) position. This individual could work with our staff on getting curriculum written and digitized, and incorporate Alaska Cultural Standards and culturally relevant/appropriate activities and suggestions into unit plans. In addition, locating and organizing physical and digital cultural teaching resources and developing a list of local culture bearers who would be willing to come into schools and work side by side with teachers could be accomplished. Much of this work has been done in past years, but working to find ways to ensure the products are made permanent for subsequent years of staff as well as providing professional development would be a worthwhile investment.

4. Hiring Update – We are pleased to see some headway in hiring new staff, and contracts are coming in from returning staff. We are disseminating information on Culture Camp for next year and hope to have a robust turnout from both new and returning staff.

5. 2022-2023 Budget Draft #2 – Mr. Jim Shreve has worked hard to adjust the technology budget in order to be able to double our bandwidth for the coming year. This will allow us room for projects such as our DDC control system upgrade, upgraded WiFi access points and network switches, increased number of devices, and increased internet use as we become more paperless.

Juneau Outlook – There are several bills currently making their way through the legislature which could potentially impact education funding. HB272 would increase the Base Student Allocation (BSA), and its companion bill HB273 attempts to “inflation-proof” the BSA by





Nome Public Schools  
Superintendent Report  
Jamie Burgess  
March 8, 2022

increasing it when the Consumer Price Index (CPI) increases. HB259 attempts to provide a predictable funding stream through a designated POMV (percent of market value) of income of the Alaska Permanent Fund earnings reserve account. It is difficult to predict whether any of these bills will successfully become law during this legislative session. The House Finance Committee is currently hearing testimony on its version of the Operating Budget, which includes a one-time addition of \$50M to education funding outside of the BSA (would result in an increase of approximately \$150-175K for our budget), and funding for Major Maintenance Projects. However, the best outcome for schools is a permanent increase to the BSA and a significant increase to funding for Major Maintenance to address the years of deferred maintenance and construction. I will continue to provide public and invited testimony wherever I can on these issues to the Legislature, and to have conversations with Senator Olson and Representative Foster and their staff when I visit Juneau at the end of March.

City of Nome Contribution – I am in the process of scheduling a phone call to City Manager Glenn Steckman to discuss the requested increase to the City’s contribution. Mr. Steckman sounds very open to the idea, and we will have an opportunity to discuss this further with the City Council at our Joint Work Session in April. This would bring the City’s contribution to approximately 85% of their maximum if our enrollment stays at its current level.

Outside/Grant Funded Positions – I will have an additional sheet for the Joint Work Session showing which of our current positions are funded by non-competitive grants (Title I-A, Title I-C, Indian Education, etc.), other grants (COVID), and outside entities (NEC, SNC donations, etc.) to help the City and our partner organizations see how we rely on these types of funding separate from our general funds to provide intervention and cultural programming for our students.

Health Insurance – One item of significant concern is that we are hearing that most insurers in the market are predicting good-sized premium increases in the coming year due to the pandemic. Costs of COVID treatment, often including long-term stays in the ICU, combined with the effects of delayed treatment of other healthcare conditions in individuals due to hospitals filled with COVID patients or healthcare providers becoming ill themselves meant insurance companies saw significant losses in recent years. We are going out to bid in the hopes of finding a better deal for our employees or encouraging our current healthcare provider to reduce their predicted premium increases rather than lose us as a client. NPS pays 85% of the healthcare premiums for our employees, who pay the remaining 15%. Large premium increases are not good for the budget of either the District or our employees.



*Serving the fisheries of the Bering Strait Region*

*Brevig Mission Diomedes Elim Gambell Golovin Koyuk Nome Saint Michael Savoonga Shaktoolik Stebbins Teller Unalakleet Wales White Mountain*

February 10, 2022

Ms. Jamie Burgess, Superintendent  
Nome Public Schools  
P.O. Box 131  
Nome, AK 99762

Re: 2022 Board Discretionary Award – Nome 8<sup>th</sup> Grade Washington D.C. Trip

Dear Ms. Burgess,

Norton Sound Economic Development Corporation's (NSEDCC) Board Member representing the community of Nome, James Sherman, has awarded the Nome Public Schools (School) \$9,000. This award is for suicide, substance abuse and/or alcohol abuse prevention activities in Nome, specifically for the 8<sup>th</sup> grade trip to Washington D.C. as described in the 2022 Funding Agreement signed by Ms. Jill Peters and Mr. Sherman.

NSEDCC does not require the School to submit back-up documentation related to the expenditure of this award and trusts the funds to be administered and spent in good faith as agreed upon. If you have any questions, please contact Leslie Ladegard, Community Benefits Specialist, at [lladegard@nsedcc.com](mailto:lladegard@nsedcc.com) or (800) 650-2248.

Sincerely,

Janis Ivanoff  
President & CEO

Enclosures: Check  
2022 Funding Agreement

cc: Jill Peters, Nome-Beltz Teacher  
James T. Sherman, NSEDCC Board Member  
Paul Ivanoff III, Community Benefits Director  
File



## MISSION

We inspire and empower students to be culturally grounded responsible citizens who are deeply connected to our community and world.

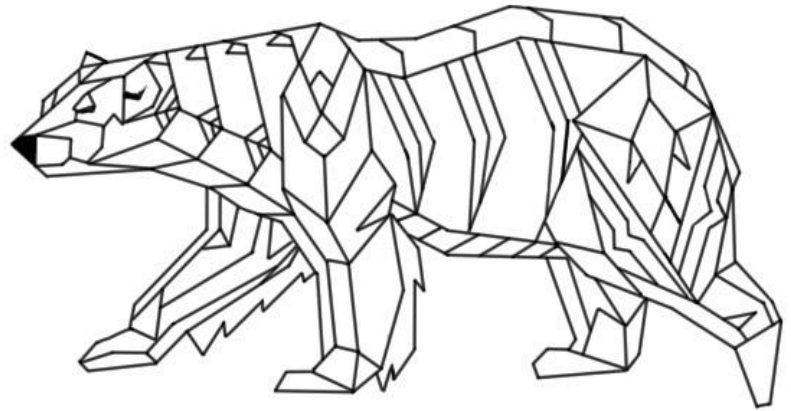
## CONTACT

✉ PO Box 131 Nome, AK 99762

📞 (907) 443-2231

🌐 [www.nomeschools.org](http://www.nomeschools.org)

**Nome, AK**



# NOME PUBLIC SCHOOLS FY 2023 PROPOSED BUDGET

*For Presentation to the Board March 8, 2022*

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Mrs. Sandra Martinson, President  
Mrs. Jamie Burgess, Superintendent  
Dr. Barb Amarok, Vice-President  
Mrs. Darlene Trigg, Treasurer  
Mrs. Nancy Mendenhall, Board Member  
Mr. Bob Metcalf, Board Member

Cover Page Artwork by:  
Mya Cross, Grade 11 Nome-Beltz Middle High School



March 1, 2022

Members of the Board of Education  
Nome Public Schools  
Nome, Alaska 99762

The Nome Public Schools (District) is pleased to present you with the budget for the fiscal year 2023. The budget document is the primary document that communicates the District's plans for spending in the ensuing fiscal year, and it also details its organizational goals and objectives in monetary terms. The District is required to prepare and approve a balanced budget and submit it to the City of Nome by May 1<sup>st</sup> and to the Department of Education & Early Development by July 15<sup>th</sup> each year. A balanced budget is defined as revenue budgeted at least the same as, or more than, the budgeted expenditures or use of fund balance.

In presenting the FY2023 Budget document, we may discuss the instructional, operational, and financial plans in an open forum. We believe community interaction and input between stakeholders leads to improvements benefiting the education of children at Nome Public Schools. The administration of Nome Public Schools has reviewed and discussed its plan for the FY2023 school year in terms of what can be accomplished within the bounds of a balanced budget.

Budget development and analysis is always a work in progress. Changes will occur in FY2023 when salaries, benefits, and foundation funding are finalized.

## Organizational Component

The City of Nome was incorporated in 1901 as a first-class city under the laws of the Territory of Alaska. The City operates under council-manager form of government and performs municipal duties allowed by Alaska Statutes and as directed by its residents.

The Nome Public Schools is a component unit of the City of Nome and is organized under Title 29.42.030 of Alaska Statutes as amended. The City has delegated the administrative responsibility for these functions to the Nome Public Schools Board of Education. The School Board is governed by a five-member school board with members elected by district and complemented by a non-voting student representative.

## Budget Process

**Alaska Statute 14.14.065. Relationship between city school district and city.** The relationships between the school board of a city school district and the city council and

executive or administrator are governed in the same manner as provided in AS 14.14.060. AS 14.14.060 (c) states “except as otherwise provided by municipal ordinance, the borough school board shall submit the school budget for the following year to the borough assembly by May 1 for approval of the total amount. Within 30 days after receipt of the budget the assembly shall determine the total amount of money to be made available from local sources for school purposes and shall furnish the school board with a statement of the sum to be made available. If the assembly does not, within 30 days, furnish the school board with a statement of the sum to be made available, the amount requested in the budget is automatically approved. Except as otherwise provided by municipal ordinance, by June 30, the assembly shall appropriate the amount to be made available from local sources from money available for the purpose.

The District’s School Board approves a budget timeline which includes opportunities for presentation to the public. Below is the FY2023 budget timeline.

**FY 2023 BUDGET PROCESS AND TIMELINE**

**Budget Process, Timeline, Revenue Presentation, Board Sets Education & Fiscal  
Priorities  
For the District in Accordance with their Strategic Plan**

*BP 3100 - BUDGET – The district budget shall be prepared annually from the best possible estimates of revenues and expenditures. The Superintendent or designee shall determine the manner in which the budget shall be prepared and shall schedule the budget adoption process in accordance with legal time requirements. A public hearing shall be held prior to the adoption of the budget or a revised budget.*

**FY 2023 1st Draft Budget presented to the Board at regular meeting  
January 11, 2022**

**FY 2023 2nd Draft presented to the Board at regular meeting  
March 8, 2022**

**FY 2023 3<sup>rd</sup> Draft/Final Budget presented to the Board at regular meeting  
April 12, 2022**

**FY 2023 Budget Adoption at special session  
April 26, 2022**

## General Fund Revenues and Expenditures

Below are the assumptions used to develop the budget.

### *Revenue Budget*

We have developed this budget based on assumptions about legislative funding for FY2023. This budget assumes that we will be flat funded at \$5,930 per base student allocation (BSA)

with no cuts to Basic Need or any part of the foundation formula itself. We are budgeting for a \$3.1M City of Nome appropriation.

In the State of Alaska, the number of students enrolled in a district during the 20-day count period is the basis for computing the Average Daily Membership (ADM) that is used to calculate the amount of state funding provided to each district.

Revenue projection of **\$14,846,259**:

- ❖ Enrollment projected at 665 students
- ❖ 90% of the BSA for Correspondence students – 20 projected
- ❖ Intensive students (13 x's the BSA of \$5,930) – 12 projected
- ❖ Hold Harmless 3<sup>rd</sup> Year – 25% of Base Year
- ❖ ISER Area Cost Differential of 1.45
- ❖ Career & Technical Education (CTE) Factor – 1.015
- ❖ Special Needs Factor – 1.20
- ❖ Base Student Allocation (BSA) - \$5,930
- ❖ TRS On-Behalf and PERS On-Behalf – zero net effect against on-behalf expenditures
- ❖ City appropriation is budgeted at \$3,100,000
- ❖ Impact Aid estimated at \$35,200
- ❖ **E-rate estimated with 90% discount rate on internet bills - \$1,338,461**
- ❖ Other Revenues projected at \$385,000 (includes dorm rent, local contributions, gate fees)
- ❖ **Utilize unreserved fund balance - \$878,826**

### *Expenditure Budget*

Below are the expenditure highlights and other considerations for FY2023. This budget includes:

- ❖ Annual step increases/salaries updated.
- ❖ A 5% increase to health insurance in anticipation of rising premiums.
- ❖ Other employer-paid benefits remain status quo – 22% for PERS & 12.56% for TRS.
- ❖ Staffing based on a combination of needs-based and overall monetary availability per revenue and expenditure assumptions.
- ❖ A 3% increase to all utility budgets.

### *Nome Elementary School*

- ❖ Retained same staffing levels as FY22.
- ❖ Decreased supply budget by \$10,000 & textbook budget by \$80,000.
- ❖ PERS/TRS On-Behalf decreased by \$154,668.

### *Anvil City Science Academy*

- ❖ Decreased supply budget by \$7,800.
- ❖ PERS/TRS On-Behalf decreased by \$28,531.

### *Nome-Beltz Middle High School*

- ❖ Increased staffing by 0.50 FTE – Middle School Generalist.

- ❖ PERS/TRS On-Behalf decreased by \$145,590.

## Districtwide

- ❖ Increased Indirect Cost Recovery budget.
- ❖ Transfer to Food Service status quo at \$75,000.
- ❖ Transfer to Pupil Transportation status quo at \$40,000.
- ❖ Transfer to CIP reduced to \$200,000.

We thank you for your consideration of the FY2023 budget.

Sincerely,



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Jamie Burgess  
Superintendent



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Genevieve Hollins  
Contracted CFO



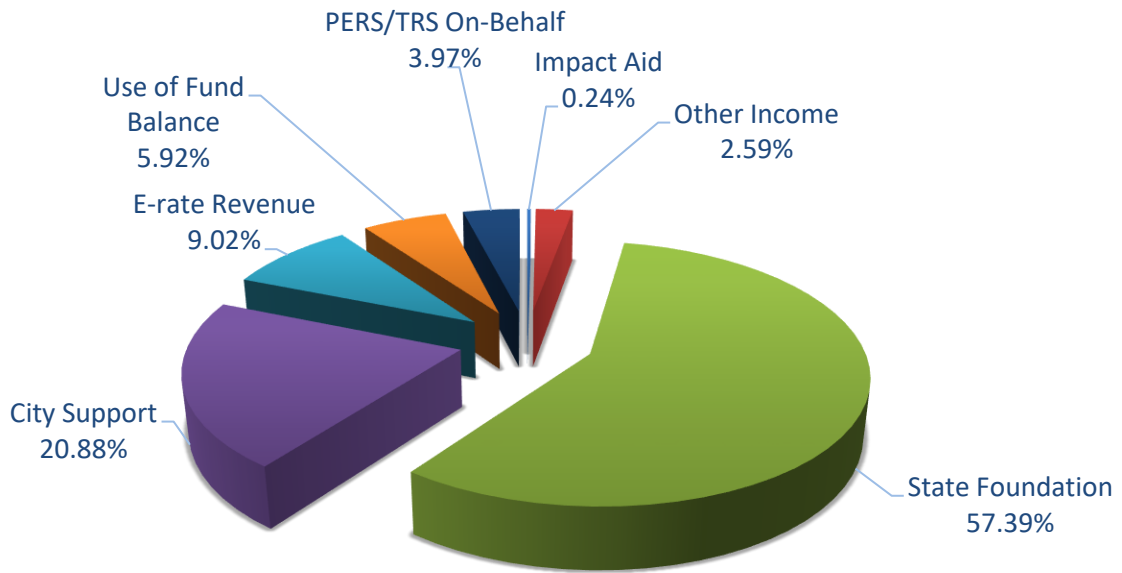
# NOME PUBLIC SCHOOLS

## Revenue Budget

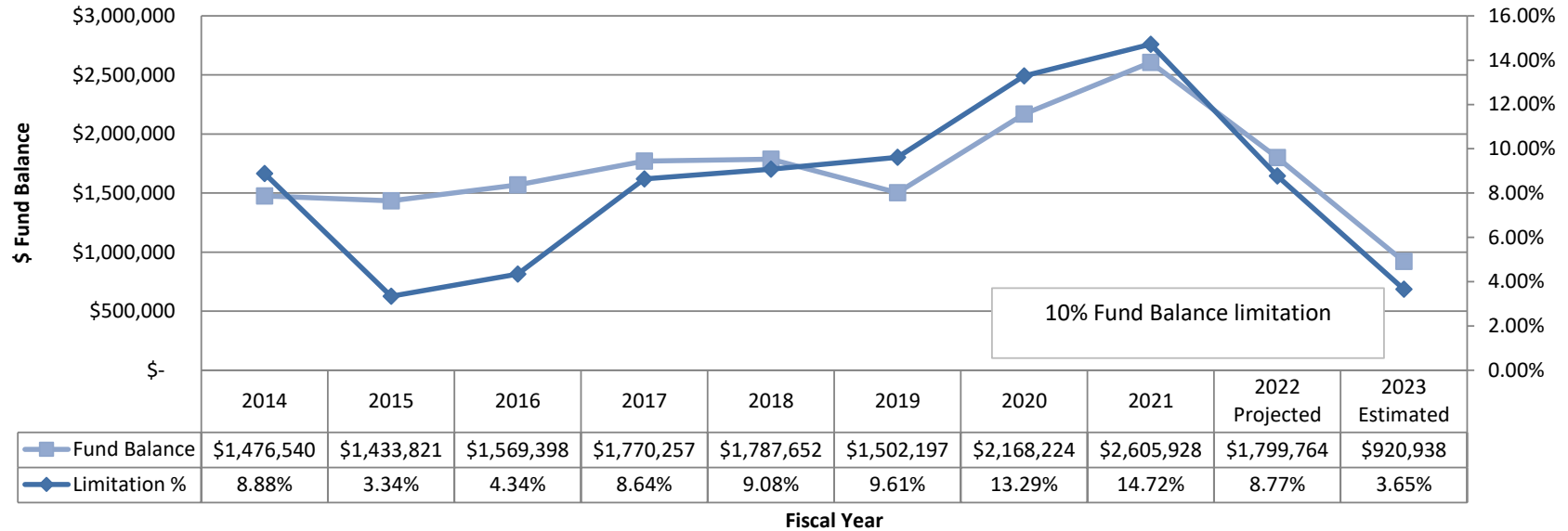
	FY2021 Actual	FY2022 Budget as of 'Dec 2021	FY2023 Budget	Change
<i>Enrollment Projection</i>	<i>624.4+15IN 62.7 corresp</i>	<i>666+16IN 21.3 corresp</i>	<i>665+12IN 20 corresp</i>	<i>-1-4IN -1.3 corresp</i>
<b>FUND 100: General Operating Fund</b>				
City Appropriation	\$ 3,225,000	\$ 3,000,000	\$ 3,100,000	\$ 100,000
State of Alaska Foundation	9,049,448	9,014,186	8,519,566	(494,620)
Other State Revenue (TRS)	772,669	865,362	551,874	(313,488)
Other State Revenue (PERS)	127,671	104,286	37,332	(66,953)
Impact Aid (Federal)	99,513	35,200	35,200	-
E-rate Revenue (Federal)	828,036	725,822	1,338,461 <sup>1</sup>	612,639
Other Revenue (Fees/Gate/Rental)	447,884	385,000	385,000	-
Use of (Addition to) Fund Balance	(437,704)	806,164	878,826	72,662
<b>FUND TOTAL</b>	<b>\$ 14,112,517</b>	<b>\$ 14,936,020</b>	<b>\$ 14,846,259</b>	<b>\$ (89,761)</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 14,112,517</b>	<b>\$ 14,936,020</b>	<b>\$ 14,846,259</b>	<b>\$ (89,761)</b>

<sup>1</sup> Internet speed increased from 75 Mbps to 150 Mbps; Erate 90% reimbursement increased commensurately.

# NOME PUBLIC SCHOOLS Revenues by Source FY 2023



## Fund Balance 10 Year History FY2014 - FY2023 Projected



Projected Total Fund Balance - School Operating Fund (General Fund 100) at June 30, 2023:	\$ 920,938
Less Exemptions per 4 AAC 09.160(a)	
Inventory (Fuel)	\$ 55,000
Prepaid Items (Liab Insurance, other)	\$ 300,000
Federal Impact Aid Received	\$ 35,200
<b>Fund Balance Subject to 10% Limitation</b>	<b>\$ 530,738</b>

Nonexempt fund balance as a percentage of current year expenditures:

<u>Fund Balance Subject to Limitation</u>	\$ 530,738	=	3.65%
Current Year Expenditures (Fxs 100-700)	\$ 14,531,259		

Board Policy 3470 allows calculation of fund balance percentage based on Grand Total Fund Balance / Grand Total Expenses (including transfers).

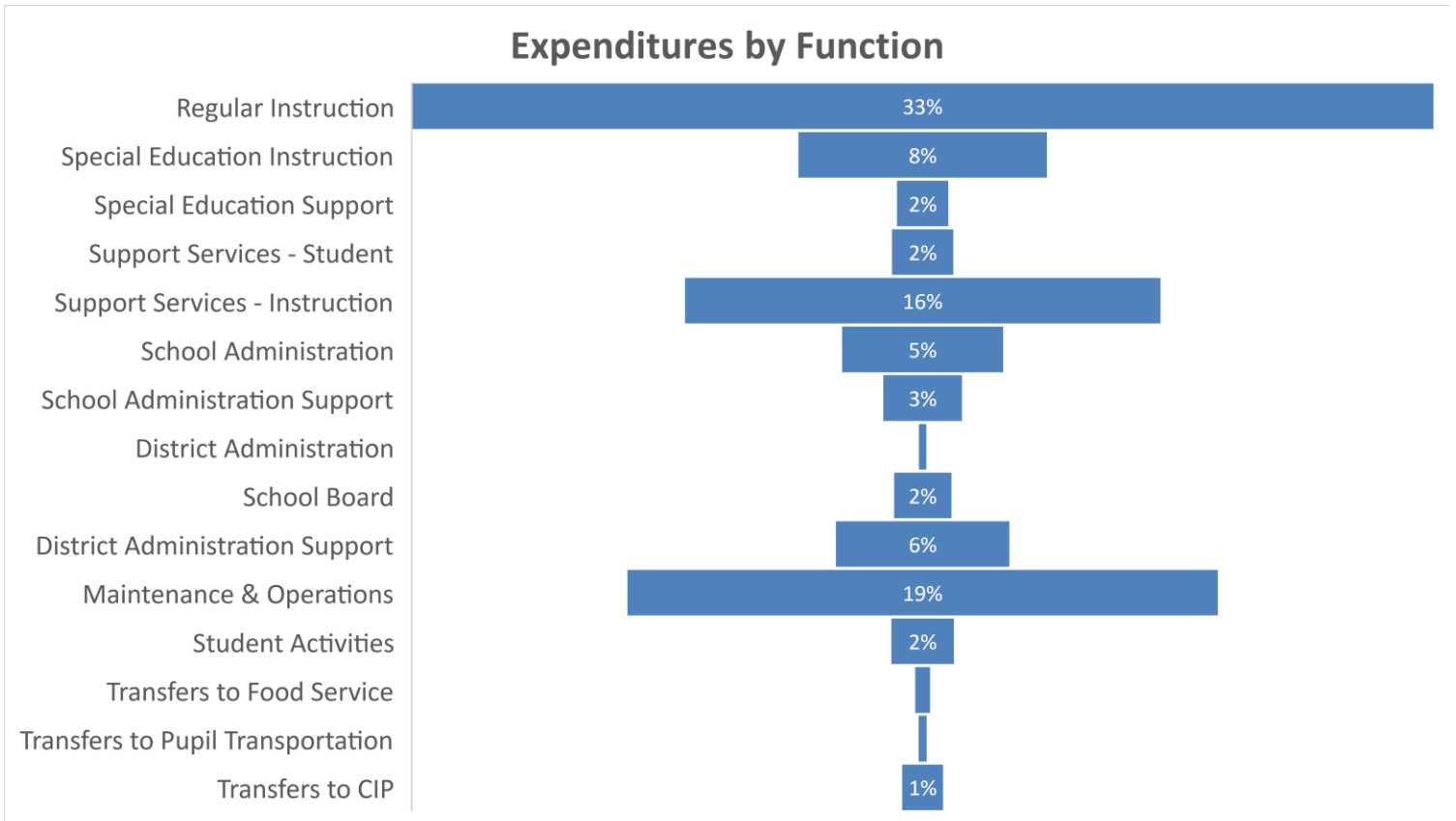
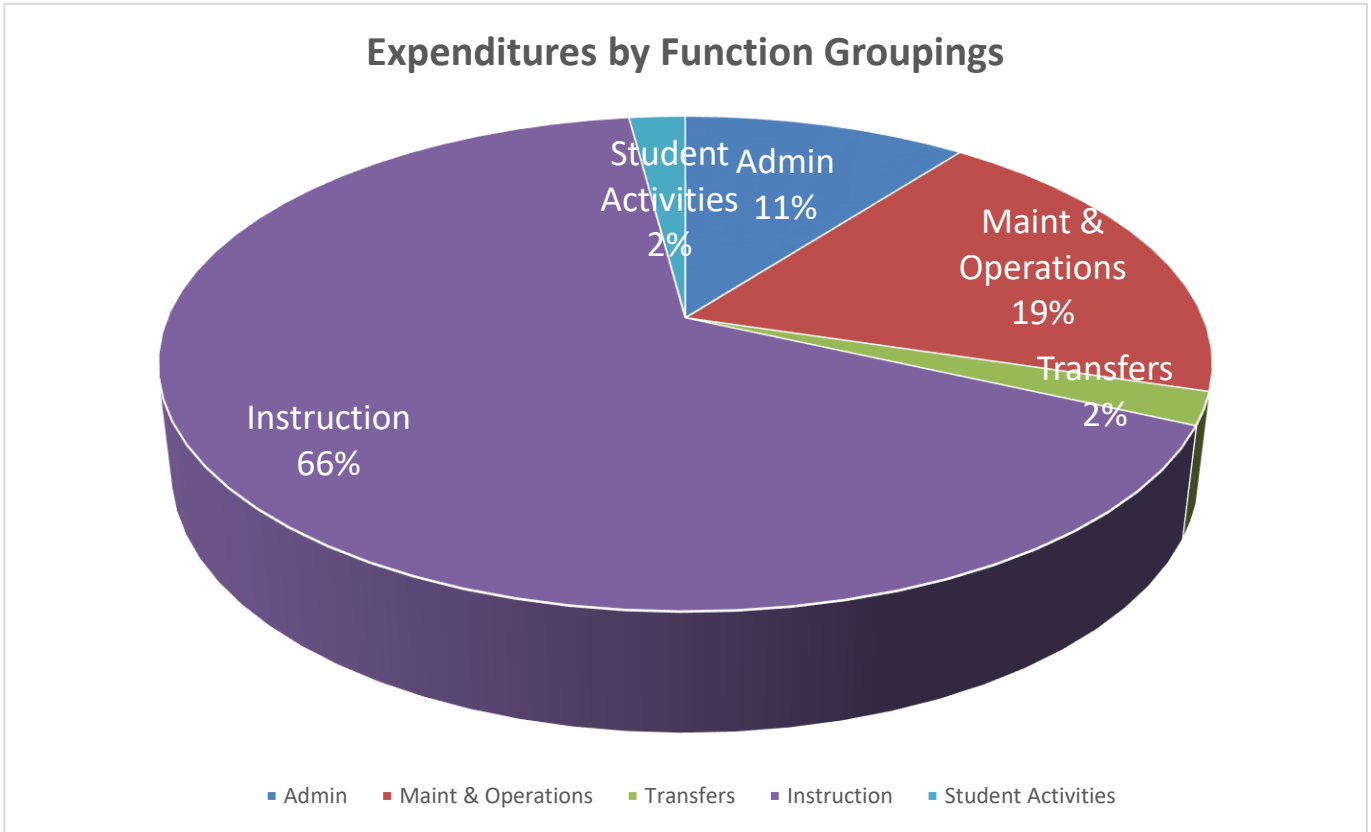
Board approval is required to go below 5 percent.

<u>Grand Total Fund Balance</u>	\$ 920,938	=	6.20%
Grand Total Current Year Expenditures	\$ 14,846,259		

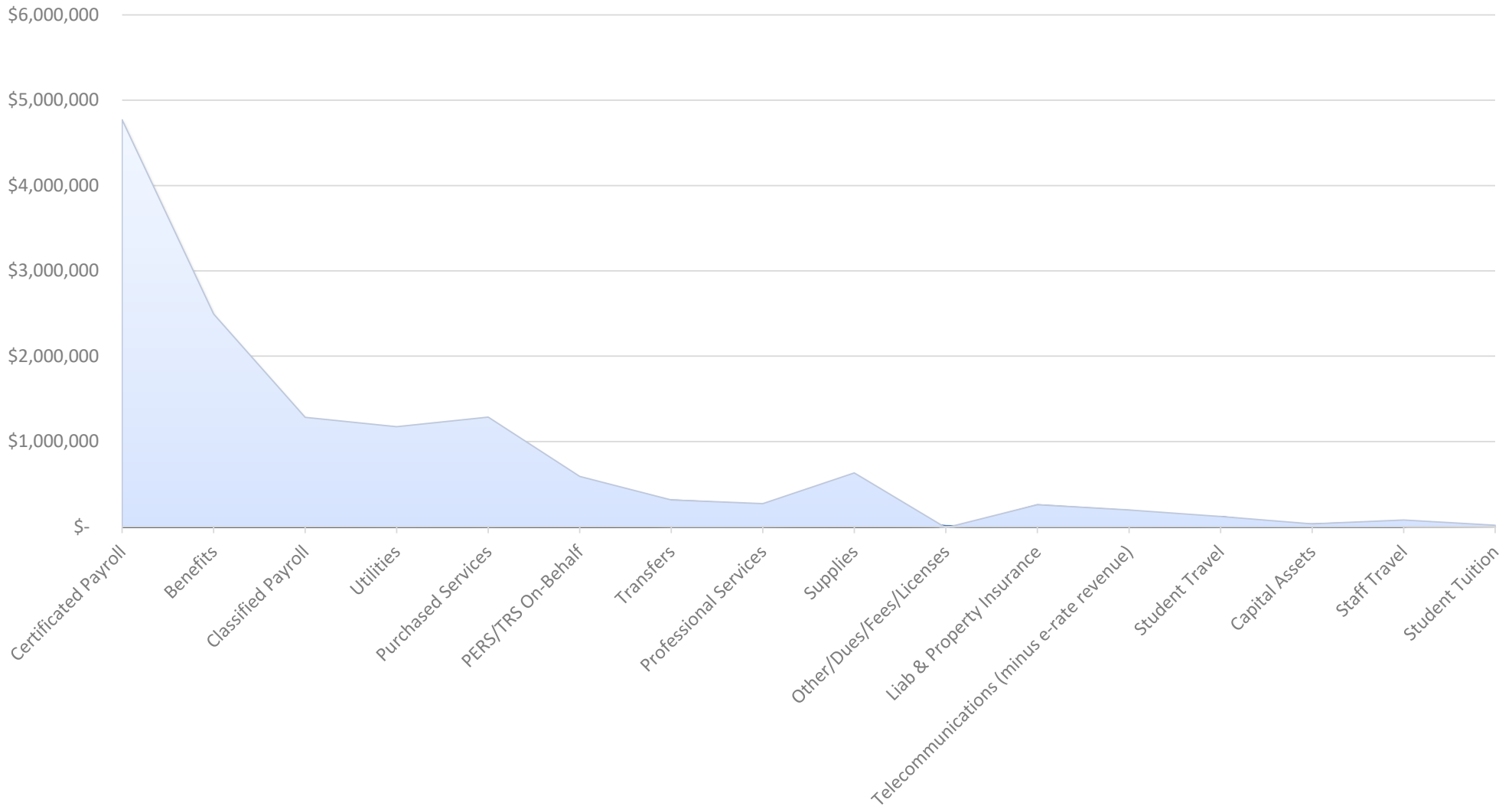
**NOME PUBLIC SCHOOLS**  
**Expenditure Summary by Function**

		<b>FY 2023 Budget</b>					
Function	FY2021 Actual	FY2022 Budget as of 'Dec 2021	FY2023 Budget	Increase (Decrease)	Percent Increase	Percent of FY 2023 Total	
100	Instruction	\$ 4,920,977	\$ 5,354,198	\$ 4,962,094	\$ (392,104)	-7.90%	33.42%
200	Special Education Instruction	993,439	1,188,953	1,208,362	19,409	1.61%	8.14%
220	Special Education Support	190,858	249,254	251,165	1,910	0.76%	1.69%
300	Support Services - Student	366,973	310,522	299,629	(10,893)	-3.64%	2.02%
35X	Support Services - Instruction	1,794,025	1,715,468	2,310,088	594,620	25.74%	15.56%
400	School Administration	638,278	797,472	783,091	(14,381)	-1.84%	5.27%
	Sub Total Instruction	\$ 8,904,549	\$ 9,615,868	\$ 9,814,429	\$ 198,562	2.02%	66.11%
450	School Administration Support	\$ 324,974	\$ 382,393	\$ 383,029	\$ 637	0.17%	2.58%
510	District Administration	262,856	267,016	279,625	12,609	4.51%	1.88%
511	School Board	23,954	38,552	38,552	-	0.00%	0.26%
55X	District Administration Support	702,588	861,737	843,428	(18,309)	-2.17%	5.68%
600	Maintenance & Operations	2,789,818	2,920,096	2,866,920	(53,176)	-1.85%	19.31%
700	Student Activities	217,253	335,360	305,276	(30,084)	-9.85%	2.06%
	Sub Total Admin/O&M	\$ 4,321,444	\$ 4,805,153	\$ 4,716,830	\$ (88,323)	-1.87%	31.77%
	Sub Total Inst/Admin/O&M	\$ 13,225,993	\$ 14,421,020	\$ 14,531,259	\$ 110,239	0.76%	97.88%
900	Transfers						
900..552	Transfers to Food Service	\$ 150,000	\$ 75,000	\$ 75,000	\$ -	0.00%	0.51%
900..553	Transfers to Pupil Transportation	40,000	40,000	40,000	-	0.00%	0.27%
900..554	Transfers to CIP	512,500	400,000	200,000	(200,000)	0.00%	1.35%
900...555	Transfers to Apartment Fund	184,024	-	-	-	0.00%	0.00%
	Sub Total Transfers	\$ 886,524	\$ 515,000	\$ 315,000	\$ (200,000)	-63.49%	2.12%
	<b>Total General Fund</b>	<b>\$ 14,112,517</b>	<b>\$ 14,936,020</b>	<b>\$ 14,846,259</b>	<b>\$ (89,761)</b>	<b>-0.60%</b>	<b>100.00%</b>

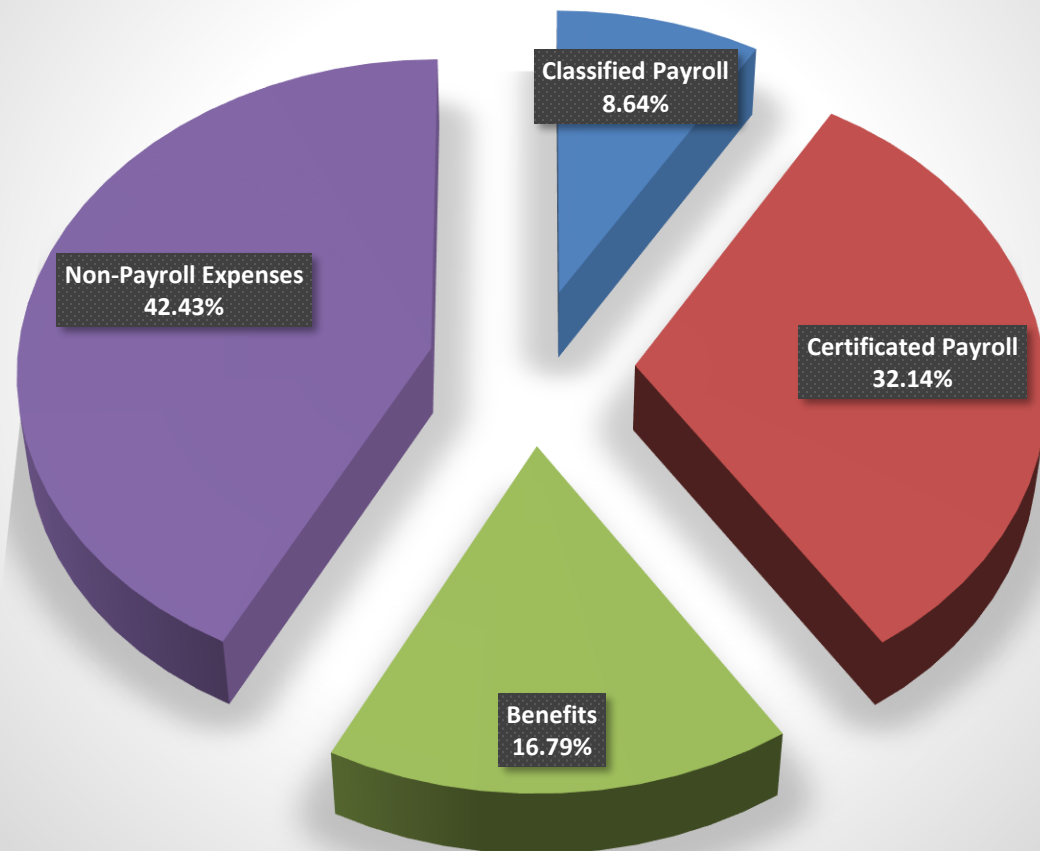
## NOME PUBLIC SCHOOLS



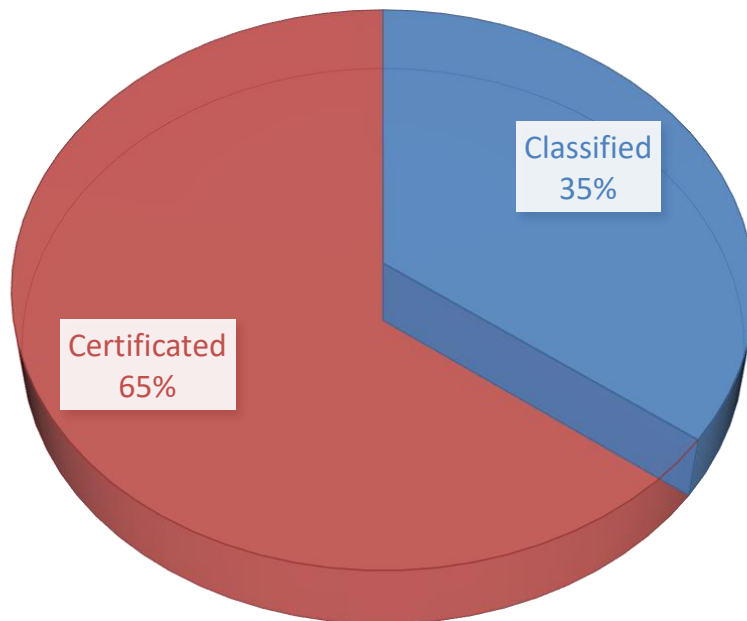
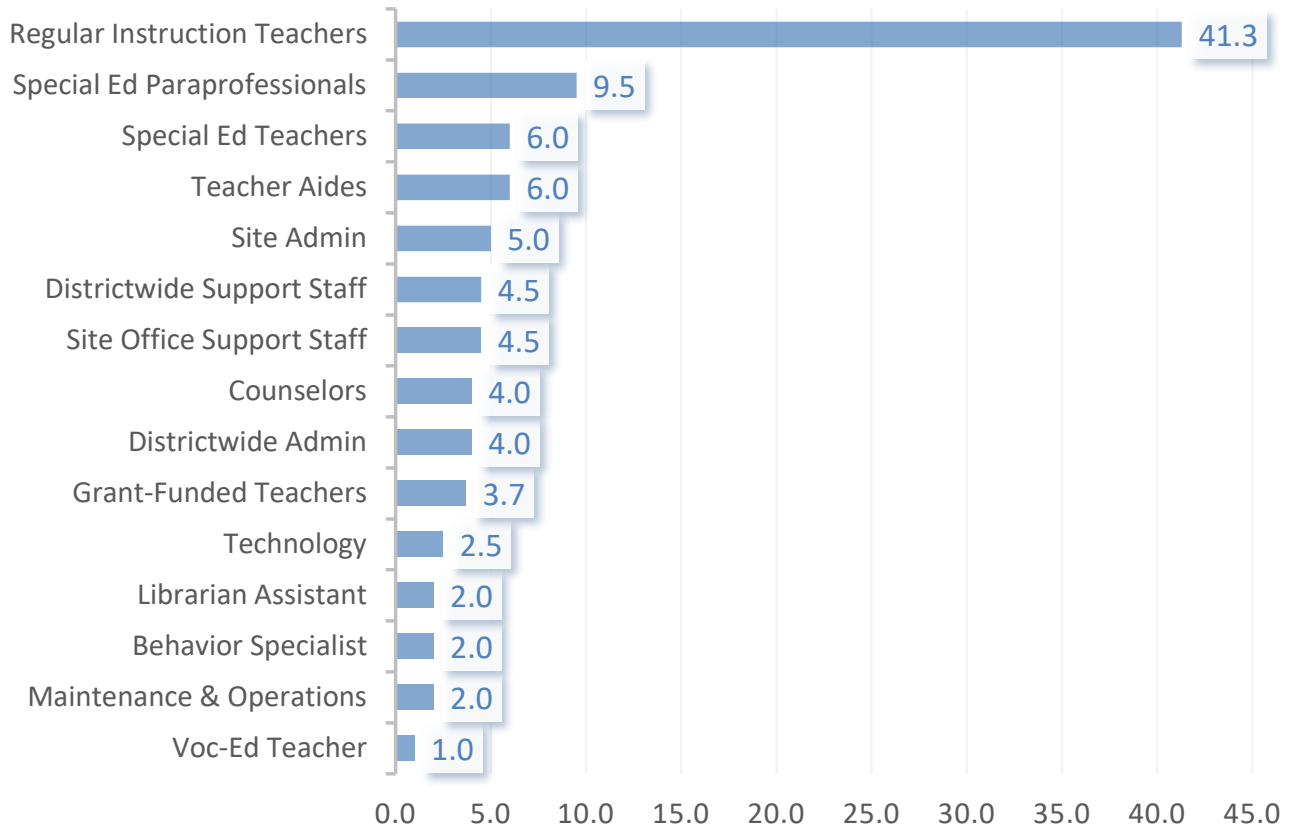
## NOME PUBLIC SCHOOLS Expenses by Type



# NOME PUBLIC SCHOOLS Payroll & Non-Payroll Costs FY 2023 Budget

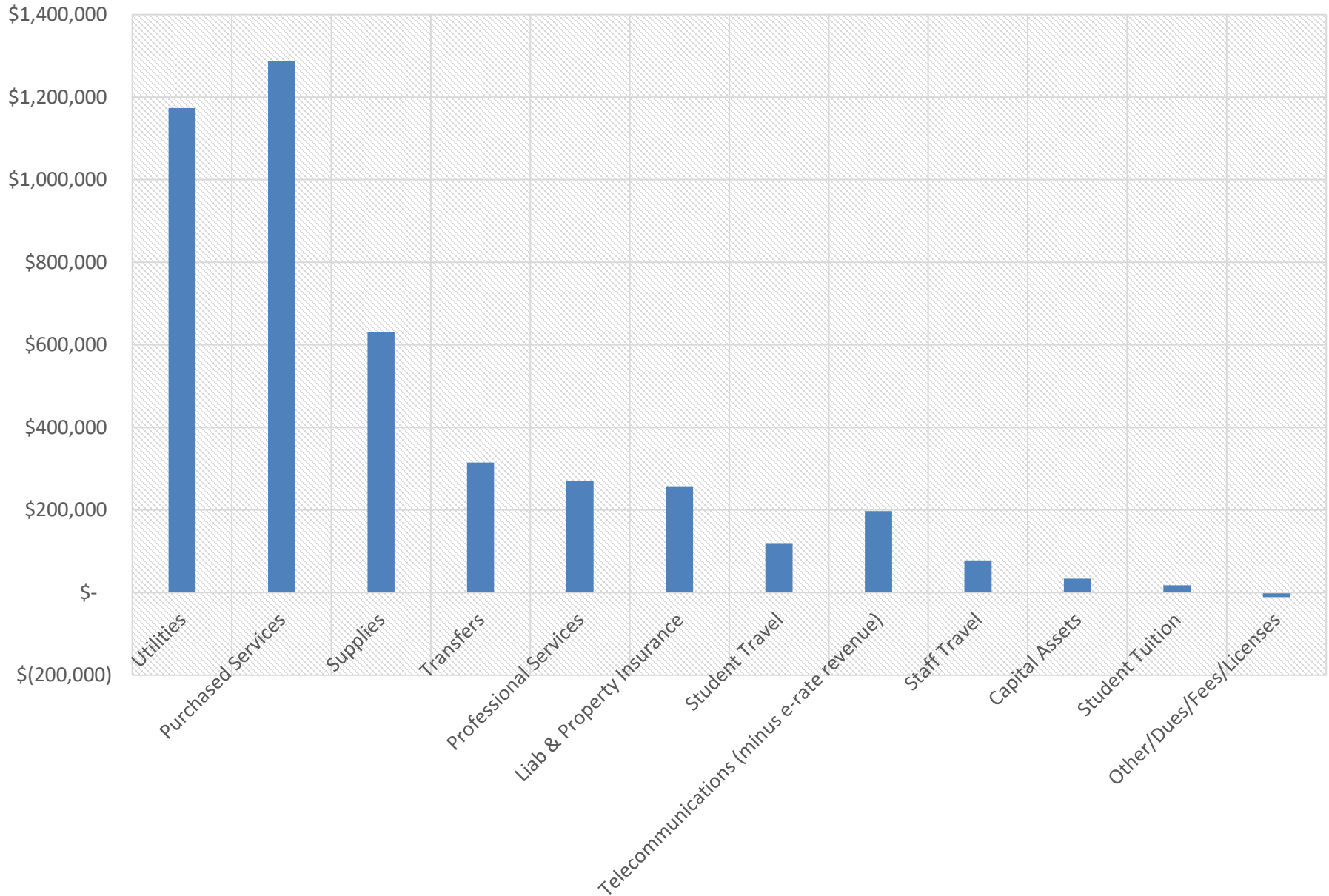


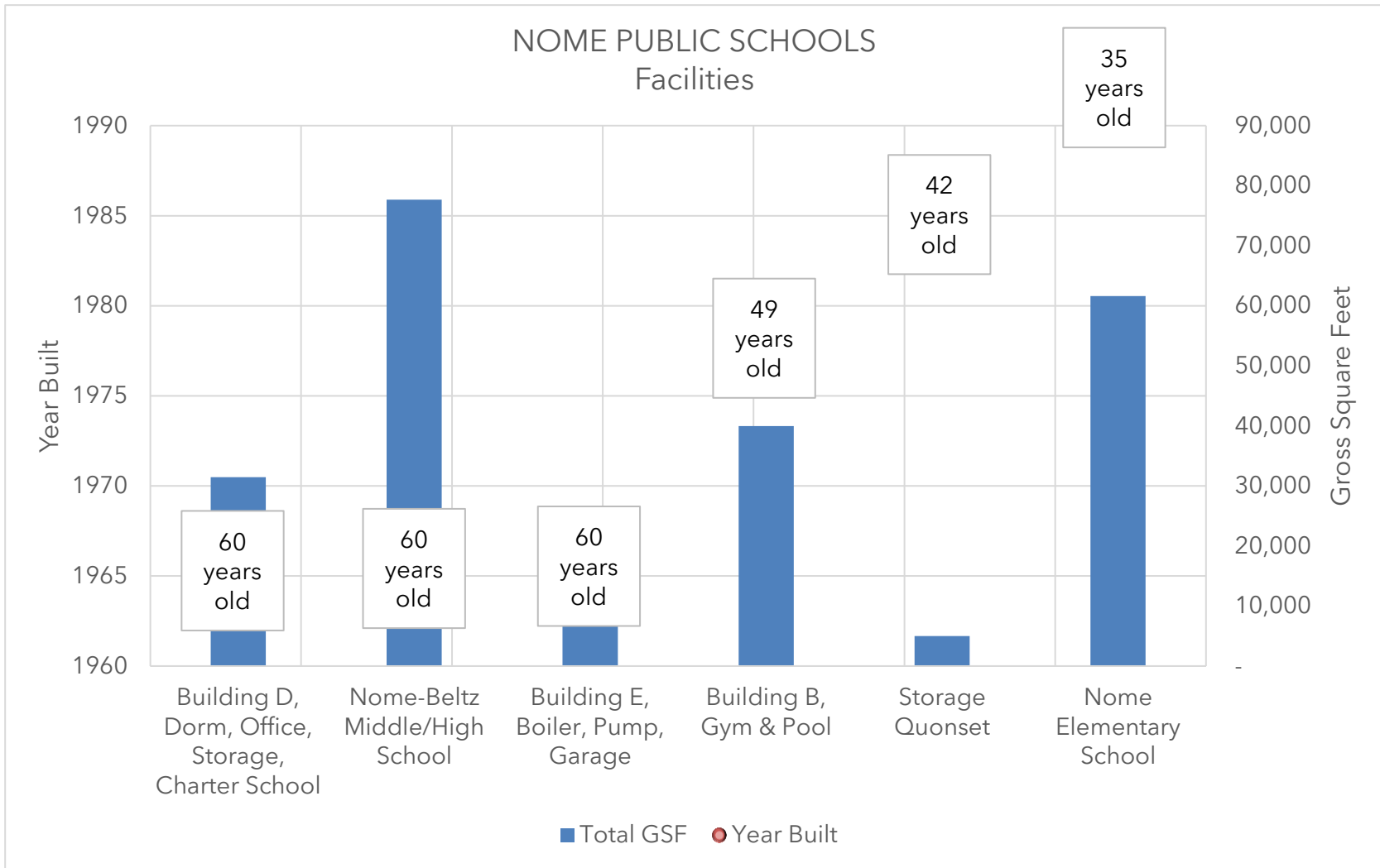
## NOME PUBLIC SCHOOLS TYPES OF EMPLOYEES





## NOME PUBLIC SCHOOLS Non-Payroll Expenses





**2006** Cafeteria Addition & Gym Addition @ Building B



# NOME ELEMENTARY

FY 2023 Budget  
Location 300

	FY2022 Budget as of 'Dec 2021	FY2023 Budget	\$ Change	% Change
<b>Fund 100: School Operating</b>				
Function: 100 Regular Instruction	\$ 2,616,855	\$ 2,365,039	\$ (251,816)	-9.62%
200 Special Education	488,818	485,201	\$ (3,617)	-0.74%
350 Support Services - Instruction	500	500	\$ -	0.00%
351 Improvement of Instr. Svsc.-Tech	2,600	2,600	\$ -	0.00%
352 Support Services - Library	76,174	76,578	\$ 404	0.53%
400 School Administration	322,010	317,101	\$ (4,909)	-1.52%
450 School Administration Support	144,115	145,317	\$ 1,202	0.83%
600 Operations & Maintenance	258,300	266,049	\$ 7,749	3.00%
Fund Total	<b>3,909,372</b>	<b>3,658,385</b>	<b>(250,987)</b>	<b>-6.42%</b>
<b>TOTAL</b>	<b>\$ 3,909,372</b>	<b>\$ 3,658,385</b>	<b>\$ (250,987)</b>	<b>-6.42%</b>
# Students (PreK-5)	309.7	309.7	0.0	0.00%
# Teachers	22.3	22.3	0.0	0.00%
# Classified	7.0	7.0	0.0	0.00%
# Administrators	2.0	2.0	0.0	0.00%
Pupil / Teacher Ratio	13.0	13.9	0.9	6.79%
Average Per Pupil Expenditure	\$ 12,623	\$ 11,813	\$ (810)	-6.42%

# NOME PUBLIC SCHOOLS

## FY 2023 Budget

Location 300 Nome Elementary

Elementary Account Code	Description	Comments	FY2022 Budget as of 'Dec 2021	FY2023 Budget	Change	
<b>Regular Instruction</b>						
100.300.100.	315	Cert-Teacher	19.29 FTE	\$ 1,524,305	\$ 1,490,935	\$ (33,370)
100.300.100.	316	Extra Duty		18,500	-	(18,500)
100.300.100.	323	NonCert-Aides	1.00 FTE	38,548	38,551	4
100.300.100.	329	Substitute and Temporary	171 cert teacher sub days	40,300	44,460	4,160
100.300.100.	361	Health/Life Insurance		251,358	263,761	12,404
100.300.100.	362	ESC		3,243	3,148	(95)
100.300.100.	363	Worker's Comp		16,217	15,739	(477)
100.300.100.	364	FICA		29,550	27,969	(1,581)
100.300.100.	365	TRS		193,776	187,261	(6,515)
100.300.100.	366	PERS		8,480	8,481	1
100.300.100.	369	Employee Physicals		2,100	2,100	-
100.300.100.	376	TRS On Behalf		294,038	179,807	(114,232)
100.300.100.	377	PERS On Behalf		3,224	1,109	(2,114)
			\$400 per Cert Teacher Plus			
100.300.100.	390	Transportation Allowance	Travel Relocation	14,717	14,717	-
100.300.100.	433	Telecommunications	Postage	2,000	2,000	-
100.300.100.	440	Other Purchased S (Meter Rental; copier maintenance; )		6,500	5,000	(1,500)
100.300.100.	450	Supplies/Material/Media		60,000	50,000	(10,000)
100.300.100.	471	Textbooks		100,000	20,000	(80,000)
100.300.100.	475	Supplies - Tech Rel	ATR, MAP, DIBELS, Digital Lessons, Safari Montage	9,000	9,000	-
100.300.100.	490	Other Expenses		1,000	1,000	-
<b>Total</b>	<b>100</b>	<b>Regular Instruction</b>		<b>2,616,855</b>	<b>2,365,039</b>	<b>(251,816)</b>
<b>Special Education</b>						
100.300.200.	315	Cert-Teacher	3.00 FTE	192,941	217,602	24,661
100.300.200.	323	NonCert-Aides	3.00 FTE	110,970	111,012	42
100.300.200.	329	Substitutes/Temporary	23 cert teacher sub days	6,000	6,000	-
100.300.200.	361	Health/Life Insurance		62,548	47,342	(15,206)
100.300.200.	362	Unemployment Insurance		620	669	49
100.300.200.	363	Worker's Compensation		3,099	3,346	247
100.300.200.	364	FICA		11,746	12,107	361
100.300.200.	365	TRS		24,233	27,331	3,097
100.300.200.	366	PERS		24,413	24,423	9
100.300.200.	376	TRS On Behalf		37,218	26,243	(10,975)
100.300.200.	377	PERS On Behalf		9,000	3,097	(5,902)

Elementary Account Code	Description	Comments	FY2022		
			Budget as of 'Dec 2021	FY2023 Budget	Change
100.300.200.	369 Empl Physicals & Pool Use		480	480	-
		\$400 per Cert Teacher &			
100.300.200.	390 Travel Allowance	Relocation Reimb	4,700	4,700	-
100.300.200.	450 Supplies/Material/Media		700	700	-
100.300.200.	491 Dues & Fees		150	150	-
<b>Total</b>	<b>200 Special Education</b>		<b>488,818</b>	<b>485,201</b>	<b>(3,617)</b>

#### Support Services - Students

100.300.300.	322 Non Cert - Specialist	0.00 FTE	-	-	-
100.300.300.	329 Substitutes/Temporary	0.00 classified sub days	-	-	-
100.300.300.	361 Health/Life Insurance		-	-	-
100.300.300.	362 Unemployment Insurance		-	-	-
100.300.300.	363 Worker's Compensation	1 FTE Cert Counselor	-	-	-
		Funded from Title IC			
100.300.300.	364 FICA	Grant; 1 FTE Class	-	-	-
100.300.300.	366 PERS	Behavior Specialist	-	-	-
100.300.300.	377 PERS On Behalf	funded by ESSER2	-	-	-
100.300.300.	369 Empl Physicals & Pool Use	Grant	-	-	-
100.300.300.	450 Supplies/Material/Media		-	-	-
<b>Total</b>	<b>300 Support Services - Students</b>		<b>-</b>	<b>-</b>	<b>-</b>

#### Support Services - Instruction

100.300.350.	420 Staff Travel		500	500	-
<b>Total</b>	<b>350 Support Services - Instruction</b>		<b>500</b>	<b>500</b>	<b>-</b>

#### Improvement of Instructional Services - Technology

100.300.351.	475 Software License	Learning A-Z, Starfall, Math	2,600	2,600	-
<b>Total</b>	<b>351 Improvement of Instructional Services - Tech</b>		<b>2,600</b>	<b>2,600</b>	<b>-</b>

#### Library Services

100.300.352.	323 NonCert-Aides	1.00 FTE	37,837	39,079	1,242
100.300.352.	361 Health/Life Insurance		19,794	20,784	990
100.300.352.	362 Unemployment Insurance		76	78	2
100.300.352.	363 Worker's Compensation		378	391	12
100.300.352.	364 FICA		2,894	2,990	95
100.300.352.	366 PERS		8,324	8,597	273
100.300.352.	377 PERS On Behalf		3,371	1,160	(2,211)
100.300.352.	450 Supplies/Material/Media		2,500	2,500	-
100.300.352.	475 Tech Supplies - Software Licenses		1,000	1,000	-
<b>Total</b>	<b>352 Support Service - Instruction - Library</b>		<b>76,174</b>	<b>76,578</b>	<b>404</b>

#### School Administration

100.300.400.	313 Principal	2.00 FTE	219,941	225,440	5,499
100.300.400.	361 Health/Life Insurance	Positions: 1 Principal & 1	19,889	20,883	994
100.300.400.	362 Unemployment Insurance	Assistant Principal	440	451	11
100.300.400.	363 Worker's Compensation		2,199	2,254	55
100.300.400.	364 FICA		3,189	3,269	80
100.300.400.	365 TRS		27,625	28,315	691
100.300.400.	376 TRS On Behalf		42,427	27,188	(15,239)
100.300.400.	390 Travel Allowance		-	3,000	3,000
100.300.400.	420 Staff Travel		-	-	-
100.300.400.	433 Communications		-	-	-

Elementary			FY2022		
Account Code	Description	Comments	Budget as of 'Dec 2021	FY2023 Budget	Change
100.300.400.	440 Other Purchased Services	Nome Nugget 'Back to School' Advertisement	2,000	2,000	-
100.300.400.	450 Supplies/Materials/Media		1,000	1,000	-
100.300.400.	490 Other Expenses		2,000	2,000	-
100.300.400.	491 Dues & Fees	NAESP Membership x 2	1,300	1,300	-
<b>Total</b>	<b>400 School Administration</b>		<b>322,010</b>	<b>317,101</b>	<b>(4,909)</b>
<b>School Administration Support</b>					
100.300.450.	324 NonCert-Support	2.00 FTE	76,441	79,024	2,583
100.300.450.	361 Health/Life Insurance	Positions: Secretary and	36,328	38,144	1,816
100.300.450.	362 Unemployment Insurance	Registrar	153	158	5
100.300.450.	363 Worker's Compensation		764	790	26
100.300.450.	364 FICA		5,848	6,045	198
100.300.450.	366 PERS		16,817	17,385	568
100.300.450.	377 PERS On Behalf		6,199	2,205	(3,995)
100.300.450.	440 Other Purchased Services		1,215	1,215	-
100.300.450.	450 Supplies/Materials/Media		350	350	-
<b>Total</b>	<b>450 School Administration Support</b>		<b>144,115</b>	<b>145,317</b>	<b>1,202</b>
<b>Operations &amp; Maintenance</b>					
100.300.600.	431 Water & Sewer	3% increase budgeted	17,000	17,510	510
100.300.600.	432 Garbage	3% increase budgeted	9,000	9,270	270
100.300.600.	435 Fuel-Heating	3% increase budgeted	80,800	83,224	2,424
100.300.600.	436 Electricity	3% increase budgeted	151,500	156,045	4,545
<b>Total</b>	<b>600 Maintenance &amp; Operations</b>		<b>258,300</b>	<b>266,049</b>	<b>7,749</b>
<b>Total</b>	<b>100 School Operating Fund</b>		<b>\$ 3,909,372</b>	<b>\$ 3,658,385</b>	<b>\$ (250,987)</b>
<b>Total</b>	<b>300 Nome Elementary</b>		<b>\$ 3,909,372</b>	<b>\$ 3,658,385</b>	<b>\$ (250,987)</b>



## ANVIL CITY SCIENCE ACADEMY

FY 2023 Budget

Location 025

	<u>FY2022 Budget as of 'Dec 2021</u>	<u>FY2023 Budget</u>	<u>\$ Change</u>
<b>Fund 100: School Operating</b>			
Function: 100 Regular Instruction	\$ 483,484	\$ 468,521	\$ (14,963)
160 Vocational Education	500	500	-
200 Special Education Instruction	62,326	62,731	405
351 Improvement of Instr. Svc.-Tech	470	470	-
400 School Administration	164,498	160,475	(4,023)
450 School Administration Support	40,508	40,980	471
700 Student Activities	2,000	2,000	-
Fund Total	<b>753,787</b>	<b>735,677</b>	<b>(18,110)</b>
<b>TOTAL</b>	<b>\$ 753,787</b>	<b>\$ 735,677</b>	<b>\$ (18,110)</b>
# Students (6-8)	60.00	60.00	0.00
# Teachers	3.50	3.50	0.00
# Classified	1.50	1.50	0.00
# Administrators	1.00	1.00	0.00
Pupil / Teacher Ratio	17.14	17.14	0.00
Average Per Pupil Expenditure	\$ 12,563	\$ 12,261	\$ (301.83)

# NOME PUBLIC SCHOOLS

## FY 2023 Budget

Location 025 Anvil City Science Academy

Anvil City Science Academy			FY2022	FY2023	
Account Code	Description	Comments	Budget as of 'Dec 2021	Budget	\$ Change
<b>Regular Instruction</b>					
100.025.100 315	Cert-Teacher	3.50 FTE	\$ 256,339	\$ 262,398	\$ 6,059
100.025.100 323	Teacher Aide		-	-	-
100.025.100 329	Substitute/Temporary	27.69 cert teacher sub days	7,200	7,200	-
100.025.100 361	Health/Life Insurance		73,231	76,890	3,659
100.025.100 362	Unemployment Insurance		527	539	12
100.025.100 363	Worker's Compensation		2,635	2,696	61
100.025.100 364	FICA		4,268	4,356	88
100.025.100 365	TRS		32,196	32,957	761
100.025.100 366	PERS		-	-	-
100.025.100 376	TRS On Behalf		49,448	31,645	(17,803)
100.025.100 377	PERS On-Behalf		-	-	-
100.025.100 369	Employee Physicals		200	200	-
100.025.100 390	Transportation Allowance	(Up to \$400 per teacher)	1,600	1,600	-
100.025.100 420	Staff Travel		3,000	3,000	-
100.025.100 433	Communications		1,000	1,000	-
100.025.100 440	Other Purchased Sv (Meter Rental; copier maintenance)		2,700	2,700	-
100.025.100 450	Supplies/Material/Media		42,800	35,000	(7,800)
100.025.100 475	Supplies - Tech Related	Software License	6,340	6,340	-
100.025.100 510	Equipment		-	-	-
<b>Total 100</b>	<b>Regular Instruction</b>		<b>483,484</b>	<b>468,521</b>	<b>(14,963)</b>
<b>Vocational Education</b>					
100.025.160 450	Supplies/Material/Media	Voc Ed supplies & Artists in Schools	500	500	-
<b>Total 160</b>	<b>Vocational Education</b>		<b>500</b>	<b>500</b>	<b>-</b>
<b>Special Education Instruction</b>					
100.025.200 315	Cert-Teacher	0.00 FTE	-	-	-
100.025.200 324	Paraprofessional	1.00 FTE	35,339	36,581	1,242
100.025.200 329	Substitute/Temporary	6 cert sub days	1,040	1,040	-
100.025.200 361	Health/Life Insurance		11,225	11,786	561
100.025.200 362	Unemployment Insurance		73	75	2
100.025.200 363	Worker's Compensation		364	376	12
100.025.200 364	FICA		3,743	3,838	95
100.025.200 365	TRS		-	-	-
100.025.200 366	PERS		7,775	8,048	273
100.025.200 376	TRS On-Behalf		-	-	-
100.025.200 377	PERS On-Behalf		2,769	987	(1,782)
<b>Total 200</b>	<b>Special Education Instruction</b>		<b>62,326</b>	<b>62,731</b>	<b>405</b>



Anvil City Science Academy			FY2022	FY2023	
Account Code	Description	Comments	Budget as of 'Dec 2021	Budget	\$ Change
<b>Improvement of Instructional Services - Technology</b>					
100.025.351	491 Dues & Fees		470	470	-
<b>Total</b>	<b>351 Improvement of Instructional Svcs - Tech</b>		<b>470</b>	<b>470</b>	<b>-</b>
<b>School Administration</b>					
100.025.400	313 Principal	1.00 FTE	113,241	116,072	2,831
100.025.400	316 Extra Duty Pay		-	-	-
100.025.400	361 Health/Life Insurance		11,225	11,786	561
100.025.400	362 Unemployment Insurance		226	232	6
100.025.400	363 Worker's Compensation		1,132	1,161	28
100.025.400	364 FICA		1,642	1,683	41
100.025.400	365 TRS		14,223	14,579	356
100.025.400	376 TRS On Behalf		21,844	13,998	(7,846)
100.025.400	420 Staff Travel		-	-	-
100.025.400	440 Other Purchased Services		350	350	-
100.025.400	475 Supplies - Technology Related		-	-	-
100.025.400	491 Dues & Fees	NAESP Membership	614	614	-
<b>Total</b>	<b>400 School Administration</b>		<b>164,498</b>	<b>160,475</b>	<b>(4,023)</b>
<b>School Administration Support</b>					
100.025.450	324 Non-Cert Support Staff	0.50 FTE	21,074	21,845	772
100.025.450	361 Health/Life Insurance		11,225	11,786	561
100.025.450	362 Unemployment Insurance		42	44	2
100.025.450	363 Worker's Compensation		211	218	8
100.025.450	364 FICA		1,612	1,671	59
100.025.450	366 PERS		4,636	4,806	170
100.025.450	377 PERS On Behalf		1,709	609	(1,100)
<b>Total</b>	<b>450 School Administration Support</b>		<b>40,508</b>	<b>40,980</b>	<b>471</b>
<b>Student Activities</b>					
100.025.700	316 Extra Duty Pay		-	-	-
100.025.700	360 Benefits		-	-	-
100.025.700	376 TRS On-Behalf		-	-	-
100.025.700	420 Staff Travel	DC Trip Chaperone	2,000	2,000	-
<b>Total</b>	<b>700 Student Activities</b>		<b>2,000</b>	<b>2,000</b>	<b>-</b>
<b>Total</b>	<b>100 School Operating Fund</b>		<b>753,787</b>	<b>735,677</b>	<b>(18,110)</b>
<b>Total</b>	<b>025 Anvil City Science Academy</b>		<b>\$ 753,787</b>	<b>\$ 735,677</b>	<b>\$ (18,110)</b>

Watercolor by Dorothy Callahan, Grade 11



## NOME-BELTZ MIDDLE HIGH SCHOOL

FY 2023 Budget

Location 010



	FY2022 Budget as of 'Dec 2021	FY2023 Budget	Change	% Change
<b>Fund 100: School Operating</b>				
Function: 100 Regular Instruction	\$ 1,994,693	\$ 1,925,946	\$ (68,747)	-3.45%
160 Career Tech Instruction	147,655	97,650	(50,005)	-33.87%
200 Special Education	635,343	660,429	25,086	3.95%
320 Support Services - Students	310,522	299,629	(10,893)	-3.51%
352 Library Services	67,033	66,877	(156)	-0.23%
400 School Administration	310,965	305,515	(5,449)	-1.75%
450 School Administration Support	197,769	196,733	(1,036)	-0.52%
600 Operations & Maintenance	815,440	839,888	24,448	3.00%
700 Student Activities	333,360	303,276	(30,084)	-9.02%
Fund Total	<b>4,812,779</b>	<b>4,695,944</b>	<b>(116,835)</b>	<b>-2.43%</b>
<b>TOTAL</b>	<b>\$ 4,812,779</b>	<b>\$ 4,695,944</b>	<b>\$ (116,835)</b>	<b>-2.43%</b>
# Students (6-12)	296.5	295.5	(1.0)	-0.34%
# Teachers	23.6	24.1	0.5	2.12%
# Classified	8.5	9.5	1.0	11.76%
# Administrators	2.0	2.0	0.0	0.00%
Pupil / Teacher Ratio	12.6	12.2	(0.3)	-2.40%
Average Per Pupil Expenditure	\$ 16,234.71	\$ 15,894.21	\$ (340.50)	-2.10%

# NOME PUBLIC SCHOOLS

## FY 2023 Budget

### Location 010 Nome-Beltz Middle High School

Middle/High School				FY2022	FY2023	
Account Code	Description	Comments	Budget as of	Budget	Change	
			'Dec 2021			
<b>Regular Instruction</b>						
100.010.100.	315	Cert-Teacher	18.12 FTE	\$ 1,194,657	\$ 1,208,205	\$ 13,547
100.010.100.	329	Substitute and Temporary	227 teacher sub days	34,000	34,000	-
100.010.100.	361	Health/Life Insurance		177,221	202,407	25,186
100.010.100.	362	Unemployment Insurance		2,457	2,484	27
100.010.100.	363	Worker's Compensation		12,287	12,422	135
100.010.100.	364	FICA		19,924	20,120	196
100.010.100.	365	TRS		150,049	151,751	1,702
100.010.100.	369	Employee Physicals		900	900	-
100.010.100.	376	TRS On Behalf		230,449	145,709	(84,740)
100.010.100.	390	Travel Allowance	\$400 per Teacher; Includes Travel Relocation	21,048	21,248	200
100.010.100.	410	Professional & Tec		-	-	-
100.010.100.	420	Staff Travel		-	-	-
100.010.100.	433	Telecommunications		1,200	1,200	-
			(Meter Rental; copier maintenance			
100.010.100.	440	Other Purchased S contract)		18,000	18,000	-
100.010.100.	450	Supplies/Material/Media		60,000	40,000	(20,000)
100.010.100.	471	Textbooks		25,000	20,000	(5,000)
100.010.100.	475	Supplies - Tech Re	\$8,500 Apex (eLearning) & \$8,300 (Read 180)	26,000	26,000	-
			Dual-Credit Courses through UAF NW			
100.010.100.	480	Tuition & Stipends	Campus	18,000	18,000	-
			EOY activities (i.e. bowling alley rental,			
100.010.100.	490	Other Expenses	pool rental)	3,000	3,000	-
100.010.100.	491	Dues & Fees		500	500	-
100.010.100.	510	Equipment		-	-	-
	<b>Total</b>	<b>100 Regular Instruction</b>		<b>1,994,693</b>	<b>1,925,946</b>	<b>(68,747)</b>

#### **Career and Technical**

100.010.160.	315	Cert-Teacher	1.00 FTE	77,780	69,378	(8,402)
100.010.160.	329	Substitute/Temporary	Positions: 1 Career & Tech	4,000	4,000	-
100.010.160.	361	Health/Life Insurance	Teacher	33,787	99	(33,688)
100.010.160.	362	Unemployment Insurance		164	147	(17)
100.010.160.	363	Worker's Compensation		818	734	(84)
100.010.160.	364	FICA		1,434	1,312	(122)
100.010.160.	365	TRS		9,769	8,714	(1,055)
100.010.160.	376	TRS On Behalf		15,004	8,367	(6,637)
100.010.160.	390	Travel Allowance		400	400	-
100.010.160.	450	Supplies/Material/Media		4,500	4,500	-
100.010.160.	490	Other Expenses		-	-	-

Middle/High School			FY2022		
Account Code	Description	Comments	Budget as of 'Dec 2021	FY2023 Budget	Change
<b>Total</b>	<b>160 Career and Technical</b>		<b>147,655</b>	<b>97,650</b>	<b>(50,005)</b>
<b>Special Education</b>					
100.010.200.	315 Cert-Teacher	3.00 FTE	187,261	193,441	6,180
100.010.200.	316 Extra Duty Pay		-	-	-
100.010.200.	323 NonCert-Aides	5.50 FTE	188,356	210,780	22,424
100.010.200.	329 Substitute/Temporary	Positions: 3 Sped Teachers, 5.5 Sped Para's	8,000	8,000	-
100.010.200.	361 Health/Life Insurance		104,416	114,943	10,527
100.010.200.	362 Unemployment Insurance		767	824	57
100.010.200.	363 Worker's Compensation		3,836	4,122	286
100.010.200.	364 FICA		17,737	19,542	1,805
100.010.200.	365 TRS		23,520	24,296	776
100.010.200.	366 PERS		41,438	46,372	4,933
100.010.200.	369 Employee Physicals		600	600	-
100.010.200.	376 TRS On Behalf		36,123	23,329	(12,794)
100.010.200.	377 PERS On Behalf		14,789	5,680	(9,109)
		\$400 per Teacher &			
100.010.200.	390 Travel Allowance	Relocation Reimb	6,450	6,450	-
100.010.200.	420 Staff Travel	Mileage reimb	400	400	-
100.010.200.	450 Supplies/Material/Media		1,500	1,500	-
100.010.200.	491 Dues & Fees		150	150	-
<b>Total</b>	<b>200 Special Education</b>		<b>635,343</b>	<b>660,429</b>	<b>25,086</b>
<b>Support Services - Students</b>					
100.010.300.	318 Cert-Specialist (Counselor)	2.00 FTE	129,105	133,366	4,261
100.010.300.	322 NonCert-Specialist	1.00 FTE	56,493	60,605	4,112
100.010.300.	329 Substitute/Temporary		-	-	-
100.010.300.	361 Health/Life Insurance		56,237	46,701	(9,535)
100.010.300.	362 Unemployment Insurance		371	388	17
100.010.300.	363 Worker's Compensation		1,856	1,940	84
100.010.300.	364 FICA		6,194	6,570	376
100.010.300.	365 TRS		16,216	16,751	535
100.010.300.	366 PERS		12,428	13,333	905
100.010.300.	376 TRS On Behalf		24,904	16,084	(8,820)
100.010.300.	377 PERS On Behalf		4,484	1,657	(2,827)
100.010.300.	390 Travel Allowance	\$400 per Teacher	800	800	-
100.010.300.	440 Other Purchased Services	copier usage	10	10	-
100.010.300.	450 Supplies/Materials/Media		1,000	1,000	-
		Nat'l Clearinghouse -			
100.010.300.	490 Other Expenses	student tracker	425	425	-
<b>Total</b>	<b>300 Support Services - Students</b>		<b>310,522</b>	<b>299,629</b>	<b>(10,893)</b>
<b>Library Services</b>					
100.010.352.	323 NonCert-Aides	1.00 FTE	35,339	36,581	1,242
100.010.352.	329 Substitute/Temporary	10.00 sub days	1,602	1,602	-
100.010.352.	361 Health/Life Insurance		11,225	11,225	-
100.010.352.	362 Unemployment Insurance		74	76	2
100.010.352.	363 Worker's Compensation		369	382	12
100.010.352.	364 FICA		2,826	2,921	95
100.010.352.	366 PERS		7,775	8,048	273
100.010.352.	377 PERS On Behalf		2,769	987	(1,782)
100.010.352.	440 Other Purchased Services		55	55	-

Middle/High School			FY2022		
Account Code	Description	Comments	Budget as of 'Dec 2021	FY2023 Budget	Change
100.010.352.	450 Supplies/Material/Media		4,500	4,500	-
100.010.352.	475 Software License	Companion Corporation Subscription	500	500	-
<b>Total</b>	<b>352 Support Services - Instruction - Library</b>		<b>67,033</b>	<b>66,877</b>	<b>(156)</b>

#### **School Administration**

100.010.400.	313 Principal	2.00 FTE	208,737	213,956	5,219
100.010.400.	361 Health/Life Insurance		22,449	22,449	-
100.010.400.	362 Unemployment Insurance		417	428	10
100.010.400.	363 Worker's Compensation		2,087	2,140	52
100.010.400.	364 FICA		3,027	3,102	76
100.010.400.	365 TRS		26,217	26,873	656
100.010.400.	367 TRS On Behalf		40,265	25,803	(14,462)
100.010.400.	390 Relocation Reimbursement		-	3,000	3,000
100.010.400.	420 Staff Travel		-	-	-
		Nome Nugget 'Back to			
100.010.400..	440 Other Purchased Services	School' Advertisement	1,537	1,537	-
100.010.400.	450 Supplies/Materials/Media		3,000	3,000	-
100.010.400..	475 Supplies - Technology Related		-	-	-
100.010.400..	490 Other Expenses		2,000	2,000	-
100.010.400.	491 Dues & Fees	NASSP Registration x 2	1,227	1,227	-
<b>Total</b>	<b>400 School Administration</b>		<b>310,965</b>	<b>305,515</b>	<b>(5,449)</b>

#### **School Administration Support**

100.010.450.	324 NonCert-Support	2.00 FTE	97,001	99,991	2,990
100.010.450.	329 Substitutes/Temporary		500	500	-
100.010.450.	361 Health/Life Insurance		58,937	58,937	-
100.010.450.	362 Unemployment Insurance		195	201	6
100.010.450.	363 Worker's Compensation		975	1,005	30
100.010.450.	364 FICA		7,459	7,688	229
100.010.450.	366 PERS		21,340	21,998	658
100.010.450.	377 PERS On Behalf		7,672	2,723	(4,949)
100.010.450.	433 Telecommunications		2,100	2,100	-
100.010.450.	440 Other Purchased Services		90	90	-
100.010.450.	450 Supplies/Materials/Media		1,500	1,500	-
<b>Total</b>	<b>450 School Administration Support</b>		<b>197,769</b>	<b>196,733</b>	<b>(1,036)</b>

#### **Operations & Maintenance**

100.010.600.	431 Water & Sewer	3% increase budgeted	27,000	27,810	810
100.010.600.	432 Garbage	3% increase budgeted	23,000	23,690	690
100.010.600.	435 Fuel-Heating	3% increase budgeted	378,750	390,113	11,363
100.010.600.	436 Electricity	3% increase budgeted	378,750	390,113	11,363
100.010.600.	440 Other Purchased Services		-	-	-
100.010.600.	452 General Maintenance Supplies		500	500	-
100.010.600.	458 Gas & Oil	3% increase budgeted	7,440	7,663	223
100.010.600.	490 Other Expenses		-	-	-
<b>Total</b>	<b>600 Maintenance &amp; Operations</b>		<b>815,440</b>	<b>839,888</b>	<b>24,448</b>

#### **Student Activity**

100.010.700.	316 Extra Duty Pay	Coaches and Club Advisors	82,800	86,940	4,140
100.010.700.	329 Substitutes and Temporary Referees		16,000	16,000	-
100.010.700.	360 Benefits: (SS, Med, ESC, WC, TRS-PERS)		12,790	12,790	-
100.010.700.	367 TRS On Behalf		13,530	14,206	676
100.010.700.	368 PERS On Behalf		-	-	-
100.010.700.	410 Professional & Technical	Referee Association	8,000	8,000	-

Middle/High School			FY2022	FY2023	
Account Code	Description	Comments	Budget as of 'Dec 2021	Budget	Change
100.010.700.	420 Staff Travel		5,190	5,190	-
100.010.700.	425 Student Travel	Student groups to pickup remainder of travel costs	154,900	120,000	(34,900)
100.010.700.	440 Other Purchased Services	NMS Athletic Meals Outside of regular meal	20,000	20,000	-
100.010.700.	450 Supplies	Balls, nets, jerseys, bibs, flags, whistles, mats, etc.	13,550	13,550	-
100.010.700.	458 Gas & Oil		600	600	-
100.010.700.	490 Other Expenses, Dues & Fee ASAA Due		6,000	6,000	-
<b>Total</b>	<b>700 Student Activity</b>		<b>333,360</b>	<b>303,276</b>	<b>(30,084)</b>
<b>Total</b>	<b>100 School Operating Fund</b>		<b>4,812,779</b>	<b>4,695,944</b>	<b>(116,835)</b>
<b>Total</b>	<b>010 Middle/High School</b>		<b>\$ 4,812,779</b>	<b>\$ 4,695,944</b>	<b>\$ (116,835)</b>



# DISTRICT WIDE

FY 2023 Budget

Location 500

		FY2022			
		Budget as of			
		<u>'Dec 2021</u>	<u>FY2023 Budget</u>	<u>\$ Change</u>	
<b>Fund 100: School Operating</b>					
<u>Location</u>	<u>500</u>	<u>District-Wide</u>			
Function	100	Regular Instruction - Extension	\$ 111,011	\$ 104,437	\$ (6,574)
Function	200	Special Education Instruction	2,465	-	(2,465)
Function	220	Special Education - Support Services	249,254	251,165	1,910
Function	350	Support Services - Instruction	71,852	70,870	(982)
Function	351	Support Services -Technology	1,493,339	2,088,693	595,354
Function	354	In-service Training	3,500	3,500	-
Function	511	Board of Education	38,552	38,552	-
Function	510	Office of Superintendent	267,016	279,625	12,609
Function	550	District Admin Support Services	666,281	637,670	(28,611)
Function	553	Human Resources	195,456	205,758	10,302
Function	600	Operations & Maintenance	1,846,356	1,760,983	(85,373)
Function	900	Other Financing Uses	515,000	315,000	(200,000)
		Fund Total	<u>\$ 5,460,082</u>	<u>\$ 5,756,253</u>	<u>\$ 296,171</u>
<b>TOTAL</b>			<u>\$ 5,460,082</u>	<u>\$ 5,756,253</u>	<u>\$ 296,171</u>

# NOME PUBLIC SCHOOLS

## FY 2023 Budget

### Location 500 - Districtwide

Districtwide Dept. Account Code	Description	Comments	FY2022 Budget as of 'Dec 2021	FY2023 Budget	\$ Change
<b>Regular Instruction - Extensions</b>					
100.500.140.. 315	Cert Teacher	0.50 FTE Teacher on Assignment	37,016	37,942	926
100.500.140.. 361	Health/Life Insurance		94	99	5
100.500.140.. 362	Unemployment Insurance		74	76	2
100.500.140.. 363	Worker's Compensation		370	379	9
100.500.140.. 364	FICA		537	550	13
100.500.140.. 365	TRS		4,649	4,765	116
100.500.140.. 376	TRS On Behalf		7,140	4,576	(2,565)
100.500.140.. 433	Communications	Postage	1,200	1,200	-
100.500.140.. 440	Other Purchased Services	Advanced Ed Accreditation Svcs Contains \$2300 allotment x 20	1,650	1,650	-
100.500.140.. 450	Supplies/Material/Media	students; \$6,000 addtl	57,080	52,000	(5,080)
100.500.140.. 475	Supplies - Tech Related	MAP License Renewal	1,200	1,200	-
<b>Total 140</b>	<b>Regular Instruction - Extensions</b>		<b>111,011</b>	<b>104,437</b>	<b>(6,574)</b>
<b>Special Education Instruction</b>					
100.500.200.. 324	Aides	was Roaming Para	1,880	-	(1,880)
100.500.200.. 362	Unemployment Insurance		5	-	(5)
100.500.200.. 363	Worker's Compensation		20	-	(20)
100.500.200.. 364	FICA		145	-	(145)
100.500.200.. 366	PERS		415	-	(415)
<b>Total 200</b>	<b>Special Education Instruction</b>		<b>2,465</b>	<b>-</b>	<b>(2,465)</b>
<b>Special Education Instruction - Support Svcs</b>					
100.500.220.. 314	Cert - Director/Coordinator	1.00 FTE	82,335	84,393	2,058
100.500.220.. 324	Support Staff	1.00 FTE	47,730	49,295	1,565
100.500.220.. 361	Health/Life Insurance		54,187	56,896	2,709
100.500.220.. 362	Unemployment Insurance		260	267	7
100.500.220.. 363	Worker's Compensation		1,301	1,337	36
100.500.220.. 364	FICA		4,845	4,995	150
100.500.220.. 365	TRS		10,341	10,600	258
100.500.220.. 366	PERS		10,501	10,845	344
100.500.220.. 369	Employee Physical		250	250	-
100.500.220.. 376	TRS On Behalf		15,882	10,178	(5,705)
100.500.220.. 377	PERS On Behalf		3,968	1,409	(2,559)
100.500.220. 390	Relocation Reimbursement		-	3,000	3,000
100.500.220.. 420	Staff Travel		154	200	46
100.500.220.. 440	Other Purchased Services		4,030	4,030	-
100.500.220.. 450	Supplies	test forms, curriculum	3,000	3,000	-
100.500.220. 475	Supplies - Tech Related		9,970	9,970	-
100.500.220. 491	Dues & Fees		500	500	-
100.500.220. 510	Equipment	Powerschool License & Subscript.	-	-	-
<b>Total 220</b>	<b>Special Education Instruction - Support Svcs</b>		<b>249,254</b>	<b>251,165</b>	<b>1,910</b>



Districtwide Dept. Account Code	Description	Comments	FY2022 Budget as of 'Dec 2021	FY2023 Budget	\$ Change
<b>Support Services-Instruction</b>					
100.500.350.. 314	Cert - Director	0.29 FTE	26,310	26,968	658
100.500.350.. 316	Extra Duty	DW Professional Development Position: 1 Dir of Fed Programs (71% sal/ben funded by CAP)	30,000	30,000	-
100.500.350.. 361	Health/Life Insurance		1,665	1,748	83
100.500.350.. 362	Unemployment Insurance		53	54	1
100.500.350.. 363	Worker's Compensation		263	270	7
100.500.350.. 364	FICA		381	391	10
100.500.350.. 365	TRS		3,305	3,387	83
100.500.350.. 376	TRS On Behalf		5,075	3,252	(1,823)
100.500.350.. 390	Travel Allowance		-	-	-
100.500.350. 420	Staff Travel		-	-	-
100.500.350.. 440	Other Purchased Services	UAA Alaska Statewide Mentor Project	2,000	2,000	-
100.500.350.. 450	Supplies/Material/Media		300	300	-
100.500.350. 475	Supplies - Tech Related		500	500	-
100.500.350.. 490	Other Expenses		1,500	1,500	-
100.500.350.. 491	Dues & Fees		500	500	-
<b>Total 350</b>	<b>Support Services - Instruction</b>		<b>71,852</b>	<b>70,870</b>	<b>(982)</b>
<b>Support Services - Technology</b>					
100.500.351.. 318	Cert - Specialist	0.5 FTE	38,654	39,186	532
100.500.351. 321	Non-Cert - Director/Coordin	1.0 FTE	94,064	95,474	1,410
100.500.351.. 322	Non-Cert - Specialist	1.0 FTE	60,350	62,558	2,208
100.500.351.. 361	Health/Life Insurance	Positions: 1 Tech Director, 1 Systems Administrator & 1 50% Tech Specialist	28,062	29,465	1,403
100.500.351.. 362	Unemployment Insurance		386	394	8
100.500.351.. 363	Worker's Compensation		1,931	1,972	42
100.500.351.. 364	FICA		12,373	12,658	285
100.500.351.. 365	TRS		4,855	4,922	67
100.500.351.. 366	PERS		33,971	34,767	796
100.500.351.. 376	TRS On Behalf		7,456	4,726	(2,731)
100.500.351.. 377	PERS On Behalf		12,620	4,443	(8,178)
100.500.351.. 390	Relocation Reimbursement		-	-	-
100.500.351.. 420	Staff Travel	ASTE Offset by E-Rate Revenue (90% Reimb Internet) 75Mbps	7,890	7,900	10
100.500.351.. 433	Communications	increased to 150 Mbps	823,478	1,520,779	697,301
100.500.351.. 440	Other Purchased Services		200	200	-
100.500.351.. 450	Supplies/Material/Media	School Mgmt & Content Software;	11,150	11,150	-
100.500.351.. 475	Supplies - Tech Related	Staff & Student Devices	322,200	224,400	(97,800)
100.500.351.. 491	Dues & Fees		-	-	-
100.500.351. 510	Equipment		33,700	33,700	-
<b>Total 351</b>	<b>Support Services - Technology</b>		<b>1,493,339</b>	<b>2,088,693</b>	<b>595,354</b>
<b>In-service Training</b>					
100.500.354.. 410	Professional Services		2,500	2,500	-
100.500.354.. 450	Supplies		1,000	1,000	-
<b>Total 354</b>	<b>Staff Inservice</b>		<b>3,500</b>	<b>3,500</b>	<b>-</b>

Districtwide Dept. Account Code	Description	Comments	FY2022 Budget as of 'Dec 2021	FY2023 Budget	\$ Change
<b>Office of Superintendent</b>					
100.500.510.. 311	Cert-Superintendent	1.00 FTE	127,308	138,995	11,687
100.500.510.. 361	Health/Life Insurance		33,787	35,476	1,689
100.500.510.. 362	Unemployment Insurance		255	278	23
100.500.510.. 363	Worker's Compensation		1,273	1,390	117
100.500.510.. 364	FICA		1,846	2,015	169
100.500.510.. 365	TRS		15,990	17,458	1,468
100.500.510.. 376	TRS On Behalf		24,558	16,763	(7,795)
100.500.510.. 390	Transportation Allowance		-	-	-
100.500.510.. 410	Professional & Technical Services		4,000	4,000	-
100.500.510.. 414	Legal Services		20,000	20,000	-
100.500.510.. 420	Staff Travel		20,000	20,000	-
100.500.510.. 450	Supplies/Material/Media		500	500	-
100.500.510.. 490	Other		500	5,750	5,250
100.500.510.. 491	Dues & Fees	CEERenewal \$14K, AK Staff Dev Network, AASA	17,000	17,000	-
<b>Total 510</b>	<b>Office of Superintendent</b>		<b>267,016</b>	<b>279,625</b>	<b>12,609</b>
<b>Board of Education</b>					
100.500.511.. 410	Professional & Technical Ser	AASB Board Development Nov AASB Annual Conf (3); Dec Winter	4,000	4,000	-
100.500.511.. 420	Staff Travel	Boardsmanship (2); Feb Leg Fly-In (2)	15,000	15,000	-
100.500.511.. 445	Insurance & Bond Premiums		225	225	-
100.500.511.. 450	Supplies/Material/Media	Boardbook & supplies	3,500	3,500	-
100.500.511.. 490	Other Expenses		800	800	-
100.500.511.. 491	Dues & Fees	AASB Annual Dues \$10,177; AASB Online \$4,850	15,027	15,027	-
100.500.511.. 510	Equipment		-	-	-
<b>Total 511</b>	<b>Board of Education</b>		<b>38,552</b>	<b>38,552</b>	<b>-</b>
<b>District Admin Support Service</b>					
100.500.550.. 324	Non-Cert - Support Staff	3.00 FTE	187,212	189,416	2,204
100.500.550.. 361	Health/Life Insurance	Positions: 1 Payroll Spec., 1	56,236	59,048	2,812
100.500.550.. 362	Unemployment Insurance	AP/Receiving/Purchasing, 1 Admin. Acct	374	379	4
100.500.550.. 363	Worker's Compensation		1,872	1,894	22
100.500.550.. 364	FICA		14,322	14,490	169
100.500.550.. 366	PERS	\$110,000 salary floor from FY2008 not met	151,187	151,671	485
100.500.550.. 369	Employee Benefits		735	735	-
100.500.550.. 377	PERS On Behalf		15,183	5,285	(9,898)
100.500.550.. 410	Professional & Technical Ser	Black Mtn and Frontline Education Software Support	22,860	23,202	342
100.500.550.. 412	Auditing & Accounting Svcs	AKEBS & Annual Audit Services	182,000	182,000	-
100.500.550.. 420	Staff Travel		1,500	1,500	-
100.500.550.. 433	Communications	Postage	-	1,200	1,200
100.500.550.. 440	Other Purchased Services	AS400 Hosting/Storage	6,500	6,500	-
100.500.550.. 441	Rentals	Pitney Bowes machine	2,000	3,000	1,000
100.500.550.. 445	Insurance - Liability	5% increase budgeted	61,000	64,050	3,050
100.500.550.. 450	Supplies/Material/Media		12,000	12,000	-
100.500.550.. 475	Supplies - Tech Related		600	600	-
100.500.550.. 490	Other Expenses		500	500	-
100.500.550.. 491	Dues & Fees		200	200	-

Districtwide Dept. Account Code	Description	Comments	FY2022 Budget as of 'Dec 2021	FY2023 Budget	\$ Change
100.500.550.. 495	Indirect Recovery	FY21 Actual: -\$91,709	(50,000)	(80,000)	(30,000)
<b>Total 550</b>	<b>District Admin Support Service</b>		<b>666,281</b>	<b>637,670</b>	<b>(28,611)</b>

### Human Resources

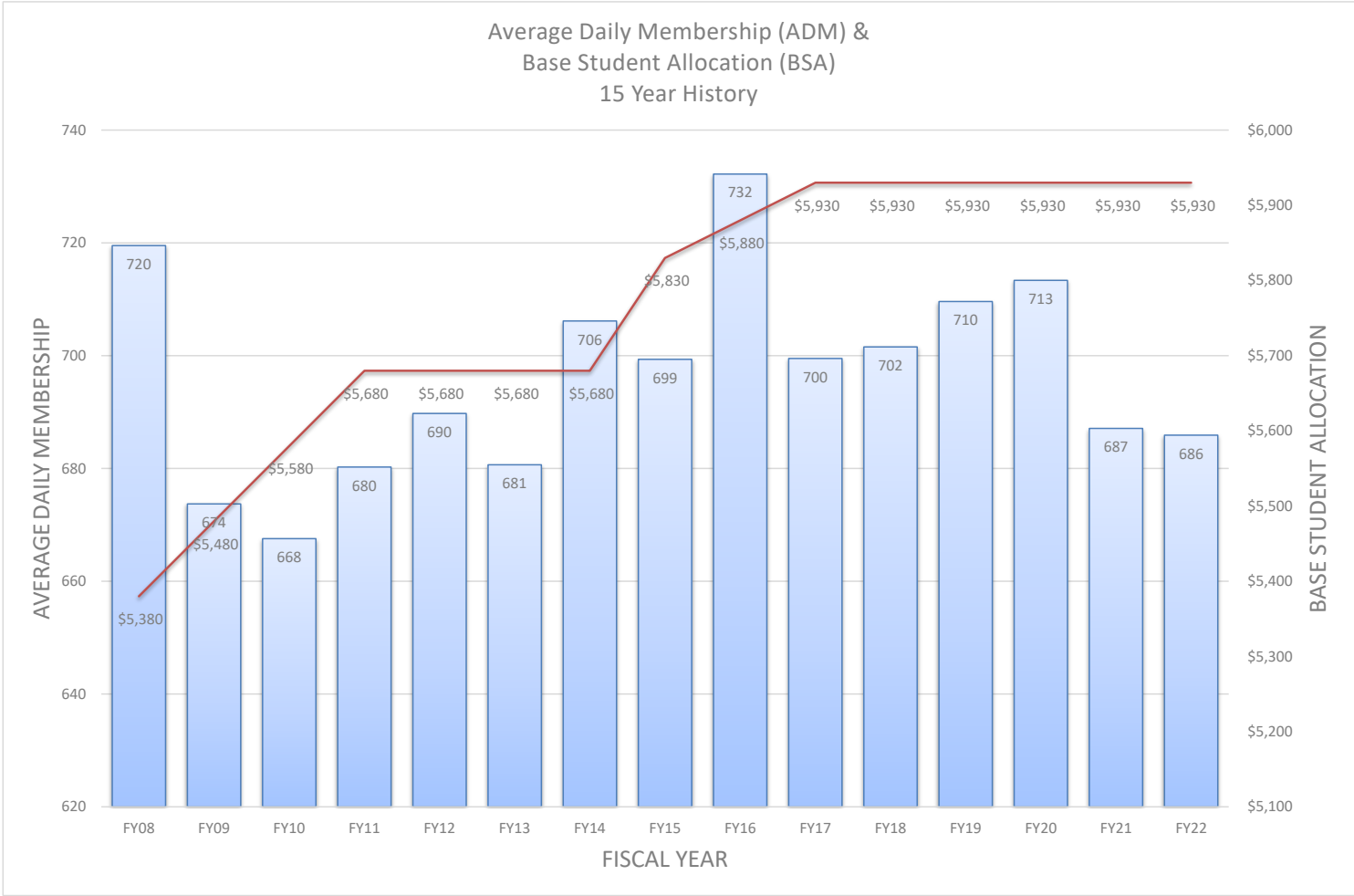
100.500.553.. 321	Non-Cert - Director	1.00 FTE	89,924	100,497	10,573
100.500.553.. 361	Health/Life Insurance		20,400	21,420	1,020
100.500.553.. 362	Unemployment Insurance		180	201	21
100.500.553.. 363	Worker's Compensation		899	1,005	106
100.500.553.. 364	FICA		6,879	7,688	809
100.500.553.. 366	PERS		19,783	22,109	2,326
100.500.553.. 377	PERS On Behalf		7,390	2,837	(4,553)
100.500.553. 410	Professional & Technical Ser	Digital Insurance Services	22,800	22,800	-
100.500.553.. 420	Staff Travel	2-4 Job Fairs, DEED Training	12,000	12,000	-
100.500.553.. 440	Other Purchased Services		2,000	2,000	-
100.500.553.. 450	Supplies/Material/Media		5,000	5,000	-
100.500.553.. 490	Other Expenses	Job Fair Registration Fees	2,000	2,000	-
100.500.553.. 491	Dues & Fees	ATP; RISQ EaseCentral	6,200	6,200	-
<b>Total 553</b>	<b>Human Resources</b>		<b>195,456</b>	<b>205,758</b>	<b>10,302</b>

### Operations & Maintenance

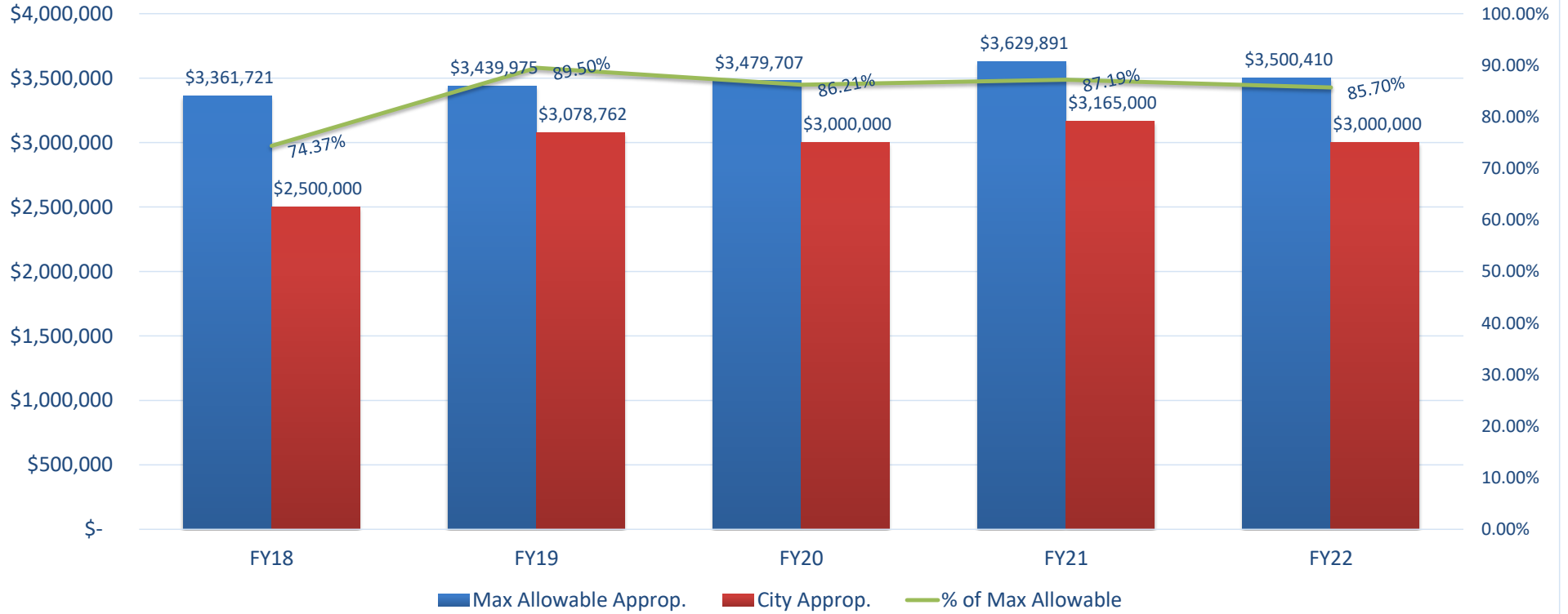
100.500.600.. 325	NonCert-Maint/Custodial	2.00 FTE	122,692	122,707	15
100.500.600.. 329	Substitutes		2,500	2,500	-
100.500.600.. 361	Health/Life Insurance		31,265	32,828	1,563
100.500.600.. 362	Unemployment Insurance		250	250	0
100.500.600.. 363	Worker's Compensation		1,252	1,252	0
100.500.600.. 364	FICA		9,577	9,578	1
100.500.600.. 366	PERS		27,542	27,546	3
100.500.600.. 377	PERS On Behalf		9,139	3,145	(5,995)
100.500.600.. 369	Empl Physicals & Pool Use		2,070	2,070	-
100.500.600.. 410	Professional & Technical Services		5,000	5,000	-
100.500.600.. 420	Staff Travel	Schooldude training, Asbestos Training, AASB Conference	4,000	10,530	6,530
100.500.600.. 431	Water & Sewage	3% increase budgeted	14,500	14,935	435
100.500.600. 432	Garbage	3% increase budgeted	10,000	10,300	300
100.500.600.. 433	Communications	3% increase budgeted	6,000	6,180	180
100.500.600.. 435	Fuel for Heat	Budgeted at sites	-	-	-
100.500.600.. 436	Electricity	3% increase budgeted	49,000	50,470	1,470
100.500.600.. 440	Other Purchased Services	NMS Maint Svcs (\$990,000 Labor/Benefits + \$225,000 Non-Personnel Costs) ; Increased based on prev year budget submitted by NMS under their cost+ contract, less \$105k due to budget constraints	1,315,000	1,215,000	(100,000)
100.500.600.. 443	Purchase Vehicle Maint		1,000	1,000	-
100.500.600.. 446	Property Insurance	5% increase budgeted	184,368	193,586	9,218
100.500.600.. 450	Supplies/Material/Media		20,000	20,000	-
100.500.600.. 453	Custodial Supplies		1,000	1,000	-
100.500.600.. 458	Gas & Oil	3% increase budgeted	30,200	31,106	906
100.500.600.. 490	Other Expenses		-	-	-
<b>Total 600</b>	<b>Operations &amp; Maintenance</b>		<b>1,846,356</b>	<b>1,760,983</b>	<b>(85,373)</b>

### Transfer of Funds

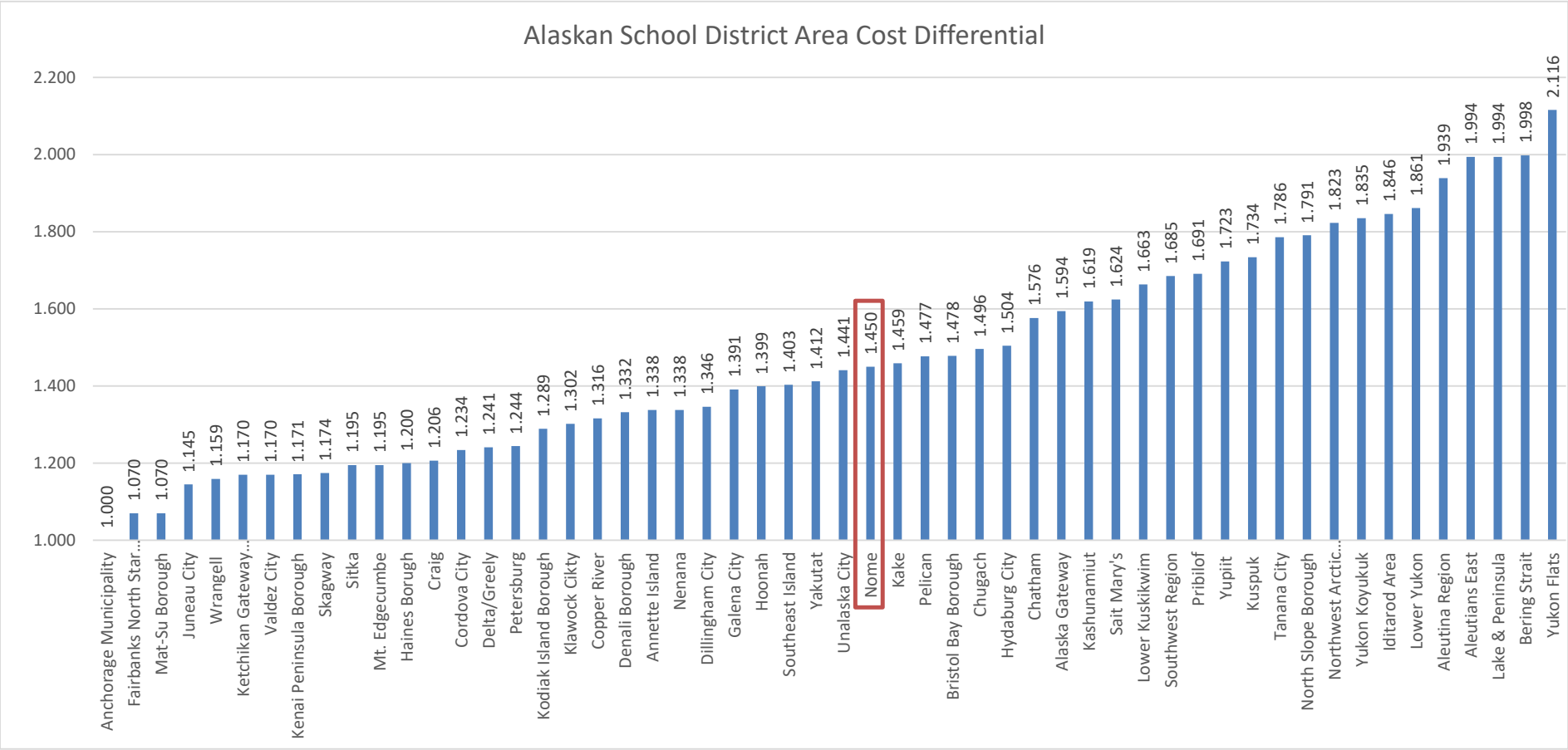
Districtwide Dept. Account Code	Description	Comments	FY2022 Budget as of 'Dec 2021	FY2023 Budget	\$ Change
100.000.900.. 552	Food Service		75,000	75,000	-
100.000.900. 553	Pupil Transportation		40,000	40,000	-
100.000.900.. 554	CIP Fund	CIP major maintenance	400,000	200,000	(200,000)
100.000.900.. 555	Nome-Beltz Apartments		-	-	-
<b>Total 900</b>	<b>Transfer of Funds</b>		<b>515,000</b>	<b>315,000</b>	<b>(200,000)</b>
<b>Total 100</b>	<b>General Operating Fund</b>		<b>\$ 5,460,082</b>	<b>\$ 5,756,253</b>	<b>\$ 296,171</b>
<b>Total</b>	<b>District Wide</b>		<b>\$ 5,460,082</b>	<b>\$ 5,756,253</b>	<b>\$ 296,171</b>



**City Appropriation vs. Maximum Allowable  
FY18 - FY22  
5 Year History**



### Alaskan School District Area Cost Differential



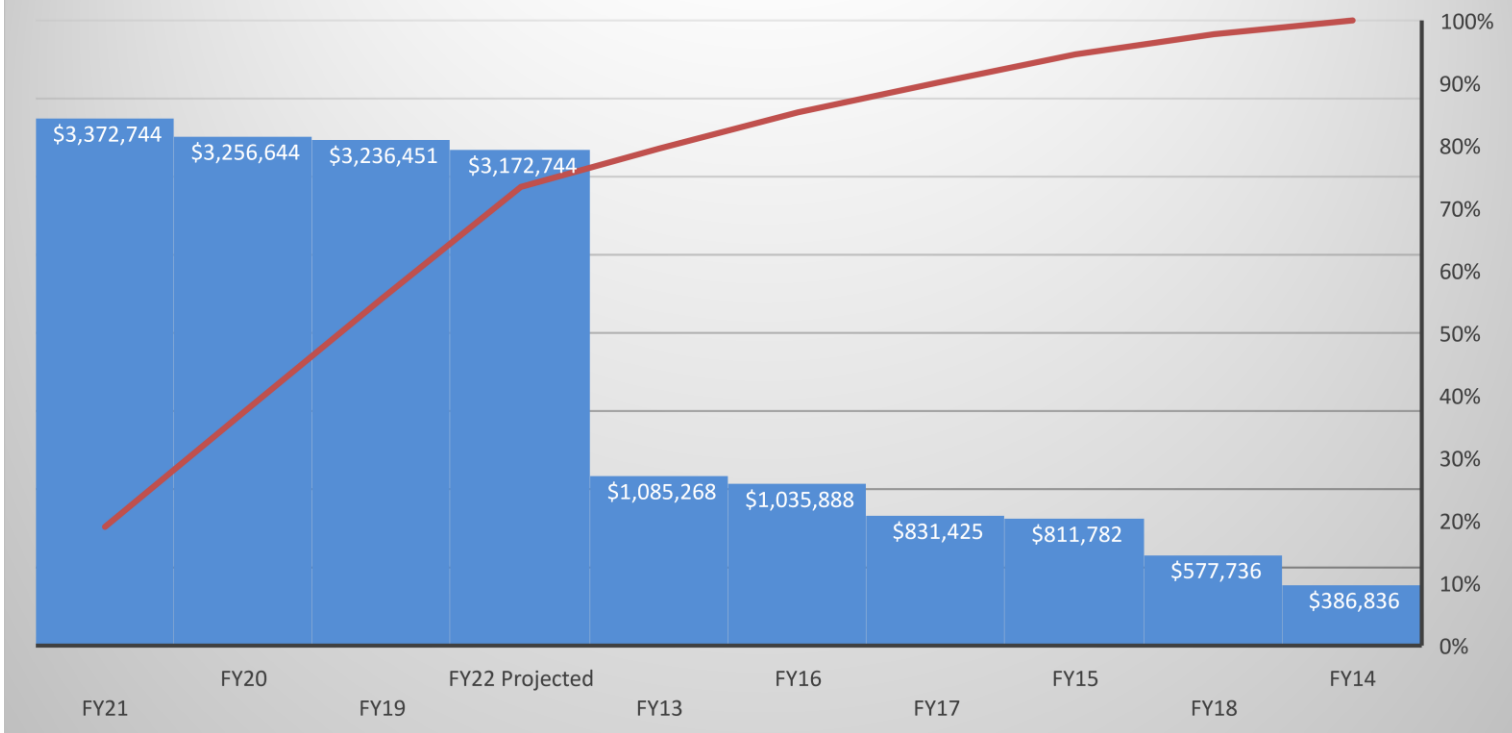
NOME PUBLIC SCHOOLS  
Balance Sheet - Governmental Funds  
School Operating Fund

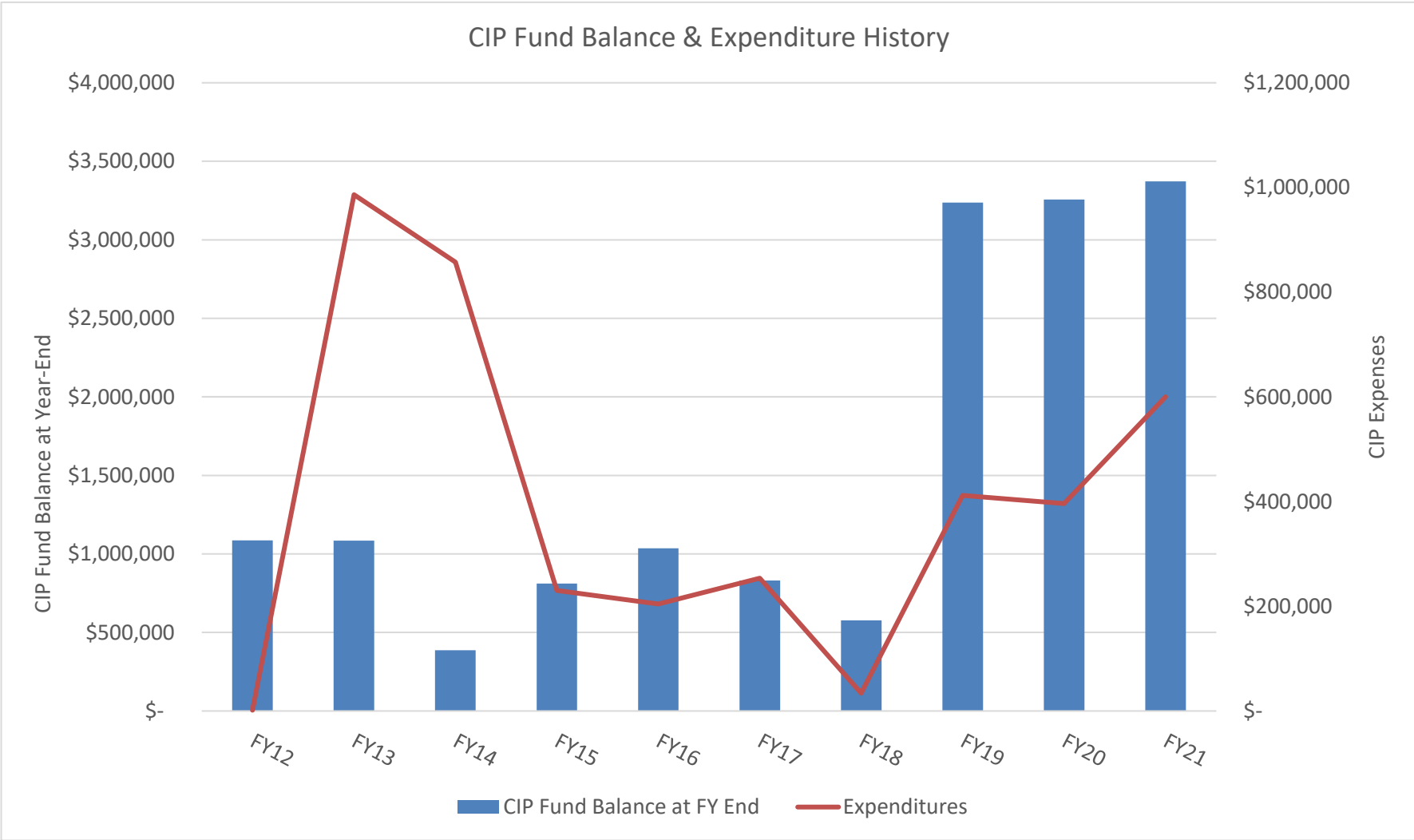
	Year-Ended June 30, 2017	Year-Ended June 30, 2018	Year-Ended June 30, 2019	Year-Ended June 30, 2020	Year-Ended June 30, 2021	Estimated Year-Ended June 30, 2022	Estimated Year-Ended June 30, 2023
<b>Assets</b>							
Assets:							
Cash and investments	\$ 1,963,331	\$ 4,163,933	\$ 7,506,928	\$ 7,085,416	\$ 7,614,395	\$ 6,808,231	\$ 5,929,405
Accounts receivable	212,592	354,749	4,602	604,326	743,119	605,000	605,000
Due from other funds	319,934	423,145	324,637	512,160	1,043,470	750,000	750,000
Due from gaming	-	-	379	-	-	-	-
Inventories	47,155	54,969	55,694	50,569	53,751	55,000	55,000
Prepaid items	353,693	358,737	213,724	359,069	510,735	300,000	300,000
<b>Total assets</b>	<b>\$ 2,896,705</b>	<b>\$ 5,355,533</b>	<b>\$ 8,105,964</b>	<b>\$ 8,611,540</b>	<b>\$ 9,965,470</b>	<b>\$ 8,518,231</b>	<b>\$ 7,639,405</b>
<b>Liabilities and Fund Balances</b>							
Liabilities:							
Accounts payable	\$ 350,432	\$ 142,296	\$ 147,191	\$ 144,417	\$ 351,129	\$ 300,000	\$ 300,000
Accrued payroll liabilities	775,521	1,083,936	918,109	346,847	199,698	250,000	250,000
Unearned revenue	495	18,986	18,986	18,986	20,448	20,000	20,000
Due to other funds	-	2,157,503	5,254,732	5,637,833	6,788,267	7,027,293	6,148,467
Due to student activities	-	165,160	264,749	295,233	-	-	-
<b>Total liabilities</b>	<b>1,126,448</b>	<b>3,567,881</b>	<b>6,603,767</b>	<b>6,443,316</b>	<b>7,359,542</b>	<b>7,597,293</b>	<b>6,718,467</b>
Fund balances:							
Nonspendable	400,848	413,706	269,418	409,638	564,486	355,000	355,000
Restricted	-	-	-	-	-	-	-
Committed	-	-	-	-	-	-	-
Unassigned	1,369,409	1,373,946	1,232,779	1,758,586	2,041,442	565,938	565,938
<b>Total fund balances</b>	<b>1,770,257</b>	<b>1,787,652</b>	<b>1,502,197</b>	<b>2,168,224</b>	<b>2,605,928</b>	<b>920,938</b>	<b>920,938</b>
<b>Total liabilities and fund balances</b>	<b>\$ 2,896,705</b>	<b>\$ 5,355,533</b>	<b>\$ 8,105,964</b>	<b>\$ 8,611,540</b>	<b>\$ 9,965,470</b>	<b>\$ 8,518,231</b>	<b>\$ 7,639,405</b>

*Please Note: FY22 & FY23 data depends on timing of when bills are paid. Ultimately, the District's General Fund holds around \$2M between nonspendable and fund balance. In addition, the monies flowing through the special revenue funds are recorded in the financials in the General Fund cash account with offsetting transaction in Due to other funds liability account.*



**CIP Fund Balance**  
 Sorted from Highest Year-End Balance to Lowest Year-End Balance  
 FY 2012 - FY 2022 projected





# Student Representative Board Report

## March 2022

The 3rd quarter of the 2022 school year is approaching fast with the anticipation of spring break and iditarod on almost every student's mind. With the winding down of the semester also comes along the winding down of many classroom activities and sports. Our boys basketball team held their last home game two weeks ago by celebrating senior night and back to back against the opposing team, Bethel Warriors. Our ladys will be holding their senior night this upcoming weekend against the girls Unalakleet Wolfpack. Along with our lady nanooks senior night, the game will also host senior night for the cheer team as they cheer their last home court game.

Many other clubs in our school have been starting some interesting activities and or volunteer opportunities. Our local student council at Nome Beltz has picked up a project that involves making a group made commercial to possibly be aired during the Iditarod/Knom to encourage families to screen their kids young. The council has picked up the project to hopefully encourage families who are curious or concerned about their children's brain development by adding some new age spice to it. The commercial should be done sometime around spring break and will be aired around the region as soon as possible.

Along with students at Nome Beltz picking up projects to do around school and our community include the junior class of Nome Beltz picking a theme for this year's 2022 Prom; Throwback!! The exact details on how prom will be held are still in their air with talks of handling prom the same way the school held it last year. (Negative Covid Test and Masks) The final call on the regulations for the dance will all come down to the rates of covid cases we have in our region and or town.

Another group oriented project that will be happening soon is a school trip to Hawaii for an educational trip sponsored by UAF. The trip includes a total of 17 students

participating from out of school to go and learn about many historical sites and peoples on a five day trip. The trip includes many activities like visiting places like Pearl Harbor Memorial and much more. The trip is scheduled to take place April 10-15 and the group will follow along the covid regulations the state of Hawaii has in place in order to keep people safe and healthy.

With the end of february, comes the start of the NYO 2022 season. This year NYO state is scheduled to be in person this year since the covid pandemic put a halt to the NYO teams travel and season. Senior and two time NYO athlete Della Medlin says that “I'm excited to participate in games in person this year as a final closing to my senior year. I see it as making up for the past two years of the NYO state being virtual, it just is not the same as it is in person.” The first NYO practice of the season was held February 28th at the elementary school and will continue until the scheduled state dates.

And with that I give you the report for the month of february and can't wait to report at the next board meeting, Thank you!

# Nome Elementary School

Box 131 • Nome, Alaska 99762

Phone: 443-5299 Fax: 443-2850

Elizabeth Korenek-Johnson  
Principal



Elizabeth Dillman  
Assistant Principal

March 3, 2022 (February Report)

Dear Board Members,

I write to you today from the lonely land of the COVID Clan! It took two years, but the COVID Monster finally bit me. I am grateful to have a mild case, allowing me to be working from the guest bedroom at home (grateful to have a guest bedroom), and still running daily. Unfortunately, as you know, the Monster was not so liberal with many of our staff members. Cases have been moderate to worse, with strong lingering symptoms. We hope that this week-long closure will allow for staff to heal and recover, and students as well. It has been very frustrating for all involved, and we want to be back with our kid!

In the month of February we celebrated with eight Nanauyaat mascots posted in NES hallways –one for Ms. Ten Eyck’s class, one for Ms. Balice’s class, two for Ms. Secor’s class, one for Mrs. Stang’s class, one for Mrs. Bourdon’s class, one for Mrs. Erikson’s class, and one for Mrs. Marvin’s class. This reflects a total of 160 reading logs being returned between these classes. Ms. Secor’s class is now up to nine mascots. This is more than any class last year, so we had to come up with a new cheer! Raise the roof! We’ve got Reading Rockstars!

February 7 – 11 was a mad rush to complete MAP winter benchmark testing, but we did a fabulous job. There were only four students enrolled in that time period who did not complete all test sections. While assessing is not important – the consistent data it provides is. I am working with our State System of Support Coach, Leanne Mahalak, to look at this data in a variety of ways. We will also be having staff analyze the information in the coming weeks. As I stated at the last meeting, teachers and students were reflecting on noted growth and found much cause for celebration – so celebrate, they did!

Teachers hosted conferences with families February 18 & 21, primarily, but also on other dates. The coordination efforts of staff and families led to 71% of students being recognized in a conference, whether in-person, via telephone, or through Google Meet or Zoom. Poor weather conditions were a challenge for all parties on February 21<sup>st</sup>, which certainly impacted conference schedules, but on-going communication between teachers and families helps to mitigate the impact of a missed conference.

The Trauma Sensitive Schools Conference, hosted by Attachment Network Incorporated was held in Houston, TX, February 20 – 22, 2022, and attended by Nancy Bahnke, Leonard Lastine, and myself from NES. We were also joined by Rachel Ventress from the ACSA/Extensions staff. This conference provided a lot of rich and thought-provoking content. At times it felt overwhelming, but we did hit a few sessions that really provided

some solid guidance on a positive path forward in this work. There were also good opportunities for networking with school staff members across the country who can support us in our efforts.

Sealaska Heritage Institute hosted a Virtual Culturally Relevant Literacy conference on Saturday, February 26<sup>th</sup>. Janet Balice, Heidi Secor, Laurie Schoeberger, Leanne Mahalak, and I all participated. Again, there were wonderful keynote speakers and valuable breakout sessions highlighting the need for Indigenous Language in schools, and practical application of student-centered, place-based instruction. There was recognition for me of things that we are doing well, and great tips about more things we can incorporate and improve. Again, there was time to debrief and network with one-another, to hear the “take-aways” from other participants [including Jessica (Litera) Willis, for those who know her], which allowed even more ideas to be shared. The conference was very well done.

We are excited to have added Nicole “Neka” Sherman-Luce to our staff in the month of February! Neka is filling the role of Special Education Paraprofessional in our kindergarten classrooms. We are grateful to have her as part of our team!

In the month of February we had the following Inupiaq weekly phrases:

- Nasiaqsiq (February – time of the unborn seal);
- Ulikluu qiṇan (Cover your nose – King Island dialect)
- Uumatim Ublua (Valentine’s Day)

and focused on the Inupiaq Values of:

- Love of Children – Nagguagiktut ilagit, and
- Respect of Elders – Utuqannat kammagiralui

## **NPS Strategic Plan Goal #2: Programs, courses and instruction reflect and incorporate local and indigenous identity.**

**2.1:** Implement programs and practices that support indigenous language revitalization.

**2.1.2** Indigenous language incorporation continues in morning announcements, Cultural Studies classes, the recitation of the Pledge of Allegiance in Inupiaq, and increased efforts at short conversational pieces between staff and students.

**2.1.3** As you know, we have two Inupiaq Immersion classrooms this year – Kindergarten and First Grade – serving 41 students.

**2.2:** Explicitly incorporate local knowledge in curriculum and classroom instruction.

**2.2.1 – 2.2.4** Looking to previous reports there is also little more to report for this section. It continues to be our area where greatest improvement is needed. We do have our on-line and hard-copy resource libraries, and the Cultural Relevance Committee works to develop projects that are easy for students and teachers to

incorporate. However, staff support and guidance are needed. Again, the Virtual Cultural Relevance Literacy Conference was a good optional opportunity as well.

**Coming Events:**

- Mar. 14-18: Spring Break
- Mar. 29 – April: AK STAR Testing (State Assessment)

**Statistics:**

(Nome Elementary) School was in session for 16 days in February.

-Our attendance rate was 78.9%.

-We served 2,244 student breakfasts, and 2,165 student lunches.

-**16** volunteers spent a total of 110 hours in NES classrooms during the month of February.

*Nome Elementary School provides a positive and welcoming environment where our culturally-diverse students, staff, and community members are valued through mutual respect, collaboration, safe interactions, and enriching experiences. Clear and high expectations serve as guidelines to reach success and wellness for all students in this rapidly-changing world.*



## ACSA Board Report, March 8, 2022

Lisa Leeper, Principal

### Enrollment / Attendance Update

- February had no changes to enrollment.
- We had a 90% student attendance rate for February.

### Classes and Activities

- February Student of the Month: Dylan Walrath, 5th grade
- ACSA students spent the first weeks of February preparing for their Student Led Conferences. This involved collecting artifacts, writing reflections, and practicing communication. Teachers lead the process, but student mentors eventually took on the responsibility of assisting and modeling. On February 18 and 21, ACSA students lead conferences with their families. The students discussed their third quarter progress and behaviors, showed examples of their work and projects, and shared their goals for the remainder of the year. Conferences were well attended with 90% of students having met with their family. Teachers were available throughout the conferences to speak with families or to help students when needed.
- During conferences, we took a survey of parents/guardians to see what types of communication platforms they use and how often. Most still prefer email and use it almost daily. We also asked how well their child was prepared for conferences, and most responded favorably.
- APC is currently reviewing student handbook policy. Parents, students, and staff are all invited to suggest revisions or additions to policy and have submitted ideas. Two areas of careful consideration have been attendance/make-up work policy and policy around redos on math assignments. Absences have affected operations and student progress to a greater degree than in the past, and we want to be proactive about expectations and support.



- Mr. Collins continues to pursue his Masters Degree in Library Media Sciences with an emphasis on Indigenous perspectives. Please see the note at the end of my report that highlights some of the work being done.
- Students have been working hard to prepare for this year's science fair to be held Friday, March 9th at ACSA (qualifier to go to the state fair) and March 22 for combined ACSA/Beltz middle and high school students. Projects include a wide range of personal interests and creativity. Ms. Smyke did an amazing job of leading students through the scientific process using online log books and allowing each to study a topic of choice.
- Each of our students authored original poems this month and Mrs. Ventress submitted one authored by each of her students in the 27th Statewide Poetry Contest sponsored by the Fairbanks Arts Association. Three students earned recognition: Nevelo Hoogendorn - 1st place elementary, Jack James - Honorable Mention elementary, and Treydon Thomas - Honorable Mention middle school.
- Strategic Plan Goal #2 - Programs, courses and instruction reflect and incorporate local and indigenous identity.
  - This year's theme is Alaska Studies. Students have been involved in a range of studies and projects that reflect and incorporate local and indigenous identity. Literature studies has had included a variety of Native themes or Alaska history and several are written by Native authors.

Notes from Mr. Collins:

I am working towards my grad degree in Library Media Sciences with an emphasis on Indigenous perspectives through Montana State University. I was one of 8 applicants out of 82 from the state of Alaska to be chosen for the Laura Bush Award which completely covers the cost of my grad program. This past week and weekend I attended the Alaska Library Conference. A heavy focus was placed on increasing support for Native Alaskan libraries, collections and how our libraries and schools could support the Land Back movement. With my cohort, we had the opportunity to discuss the future role of librarians in our schools, how a teacher librarian can support curriculum needs (research continually shows education improvements for schools with a teacher librarian in place) and build collaborative environments that support a collective effort. I also had the opportunity to analyze my own class collection literature circle list for inclusion, complexity and diversity in content and genre. Through the classwork and projects I have completed I have completely rewritten our reading log system, rewritten our Literature Circle process and connected it to the reading logs, increased the diversity and representation of Alaska Native content (fiction and nonfiction) written by Alaska and Alaska Native authors as well as updated the City of Nome's library policies and procedures.



# Nome-Beltz Middle High School

PO Box 131, Nome Alaska 99762

Phone: 907-443-5201 Fax: 907-443-3626

Date: March 03 , 2022

To: NPS Board

From: Jay Thomas and Teriscovkya Smith

Subject: March Board Report

NBMHS Current Enrollment: 290

- The NBMHS Teacher of the Month: Grace D'Antonio
- The NBMHS Support Staff of the Month: Marilyn Jorgensen
- The NBMHS Students of the Month are high school senior Parker Kenick and middle school student Alora Stasenko

## **The following is a list of happenings that currently impact NBMHS:**

- We are in the process of interviewing candidates for three teacher openings and an assistant principal position;
- The main entrance mural created by students in Advanced Art is nearing completion; you have an open invitation to come see this incredible work! Additionally, student art work is being submitted for the Legislative Fly In, as well as to the Iditarod Art Show;
- The Nome-Beltz Drama Club is gearing up for live performance this spring;
- KNOM will resume a series of interviews on the Kids Show, Wednesdays at 3pm, to highlight student activities and accomplishments;
- Continued gratitude to the Bering Sea Lions Club for their donations of snacks for our after school tutoring program.

## **Activities Wrap-up:**

- NBMHS' newly formed Ski Team will host its first home ski meet in early April. Teams from around the region will participate;
- High School Girls and Boys Basketball and Cheer will participate in the Regional Tournament in Kotzebue, March 11-12;
- Middle School Girls Volleyball completed their season with a trip to Valdez for a tournament;
- Boys and Girls Middle School Wrestling completed its season at the Tanana Classic the last week of February with Coach Erikson;
- Esports has begun their quest for a second consecutive spring state championship - the battle rages on!

- The NBMHS/ACSA annual science fair will be on March 22 in the school gym and everyone is welcome to attend;
- Five NBHS Educators Rising students competed in a state-wide competition the week of February 21. Results will be posted after the submission of this report;
- Congratulations to Phyllis Walluk for receiving her Type M and continuing as a Native Arts teacher at NBMHS.

**Goal Area #3: Students and families will be positively connected to their school, their community and their culture.**

- Communications
  - School staff continues to maximize the use of Remind for communications with parents, guardians, and students, who have responded positively to this endeavor.
  - Quarterly high school and middle school newsletters keep families informed on events, activities, and academics;
  - The School Climate and Connectedness Survey process has begun for families and students.
- Parent/Community Gatherings
  - Students working in Teacher Assistant positions made phone contact with every household in the Beltz community for a successful round of Parent-Teacher Conferences.
- Cultural Connections
  - Successful class offerings include: Seasonal Subsistence, Traditional Carving, and Drum making with expanded offerings at the middle school level.
  - Sig Topkok is teaching Introduction to Managing Tribal Governments, a dual-credit course. Other dual-credit courses being offered this term include: Environmental Science, Writing 111, and Medical Terminology.

# Nome Public Schools Director of Technology Report

Jim Shreve  
08 March 2022

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## Completed Projects

Installed Windows 10 Pro on BootCamp Partitions of MacBook Air laptops to replace the 9 old Windows based devices that the identiMetrics software for Attendance and Meal service are installed on. We also replaced one of the ProMasterKey workstations with a BootCamp MacBook Air. This measure saves us approximately \$4,500 and gave the staff faster and more stable devices.

SecondLife Mac update. All of the iMacs we identified for this program were too old to make it worth shipping them out to the vendor. Our iMac count now exceeds 125 that are now earmarked for the E-Waste program this Spring / Summer.

Tech Department personnel attended Alaska Society for Technology in Education conference in virtual format 19-22FEB22.

Tech Department reaches new heights in providing internet services to Beltz Campus! During the wet snowstorm on 21FEB our microwave antenna became encrusted with snow and terminated the connection between NES and Beltz. Our Sys Admin, Tim Davies donned protective gear (harness, safety straps, glasses, etc) and made the 60ft plus climb to clear the antenna (see photos on page 4).

## Current projects

Preparing for the installation of approximately 2,500 feet of network cable to provide drops to mechanical rooms in support of the Districts Environmental Controls installation project.

SPED Equipment - the long awaited protective cases for the SPED iPads have arrived. We will begin the process of enrolling these devices into our Mobile Device Management solution to issue them to the SPED Teachers for student use. We are still awaiting quotes for the SPED interactive displays.

With the approval of the SY22-23 calendar I can continue updating PowerSchool Enrollment forms for New and Returning Students for the 2022-2023 School Year.

Evaluated the Tech Department budget and rearranged funding to increasing our bandwidth District wide from a total of 75Megabits per second (Mbps) to 150Mbps. This doubling of bandwidth should ease some of the strain on our network due to the continued increase in consumption through online curriculum, lesson delivery, and basic network loads for security cameras, environmental controls, etc.

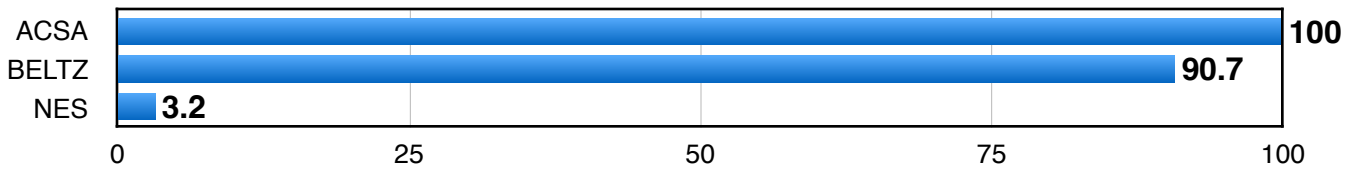
## Future Projects

Update: **the two core switches on order have arrived, the remaining switches are supposed to ship around 07MAR2022**: Updates for Network Equipment (E-Rate Category II) - We ordered 17 Power over Ethernet (PoE) capable switches for the placement of Access Points in all classrooms. We receive 85% reimbursement for qualifying Category II equipment installed in school buildings with students under the E-Rate program. These switches will provide power and connectivity to our security cameras and other network connected peripherals throughout the district.

## PowerSchool Online Enrollment

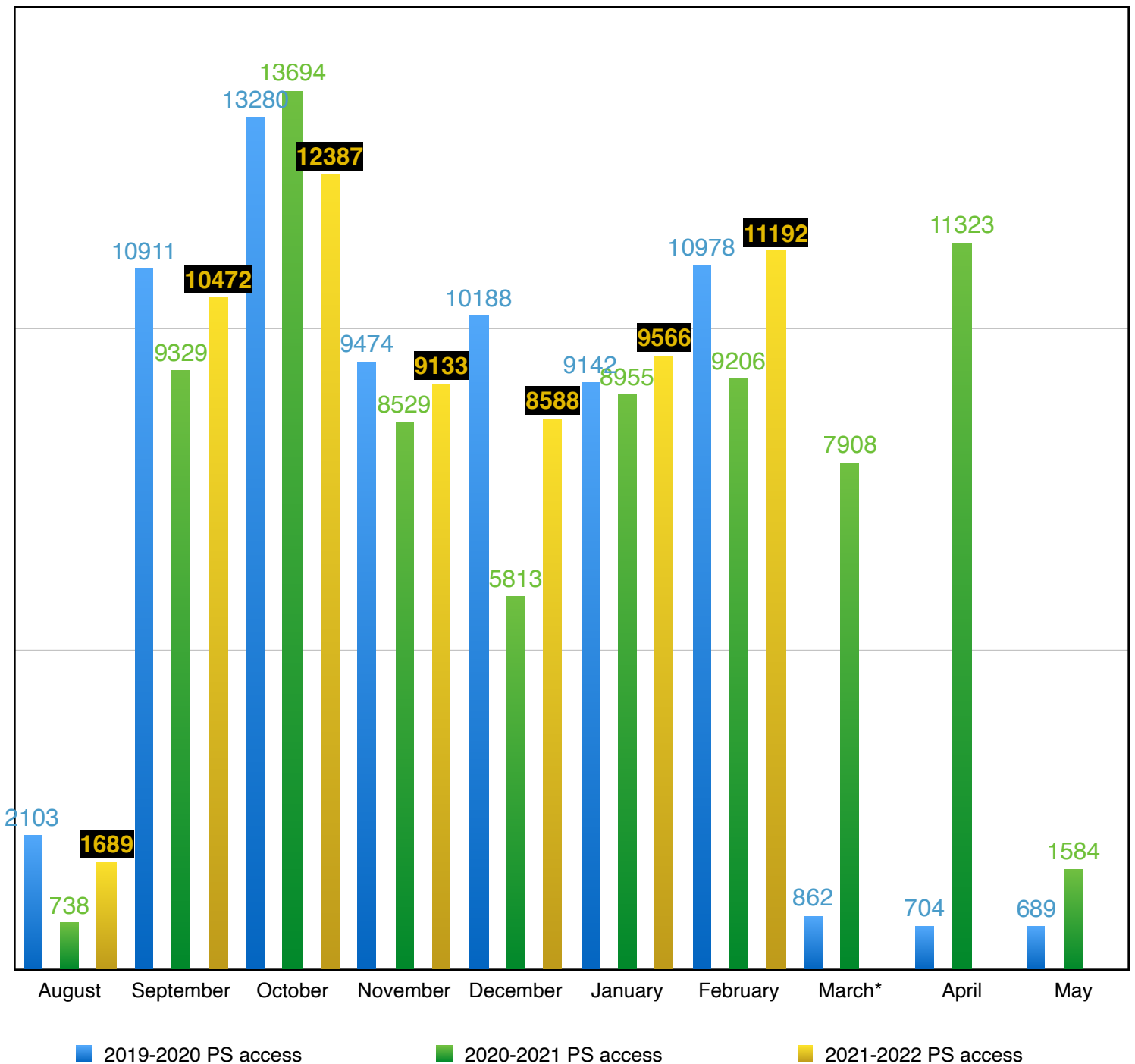
There is no change in our PowerSchool Online Enrollment data. We are still tracking a total of 30 unsubmitted returning student records (8 for NES and 22 for NBMHS) in our roster workspace. The Returning Student Registration form closed on 31JAN22. Efforts will now shift to updating the data for the New and Returning Student forms for 2022-2023 School Year.

**PowerSchool Student Information System Access data**  
**PowerSchool use, by students and parents.**



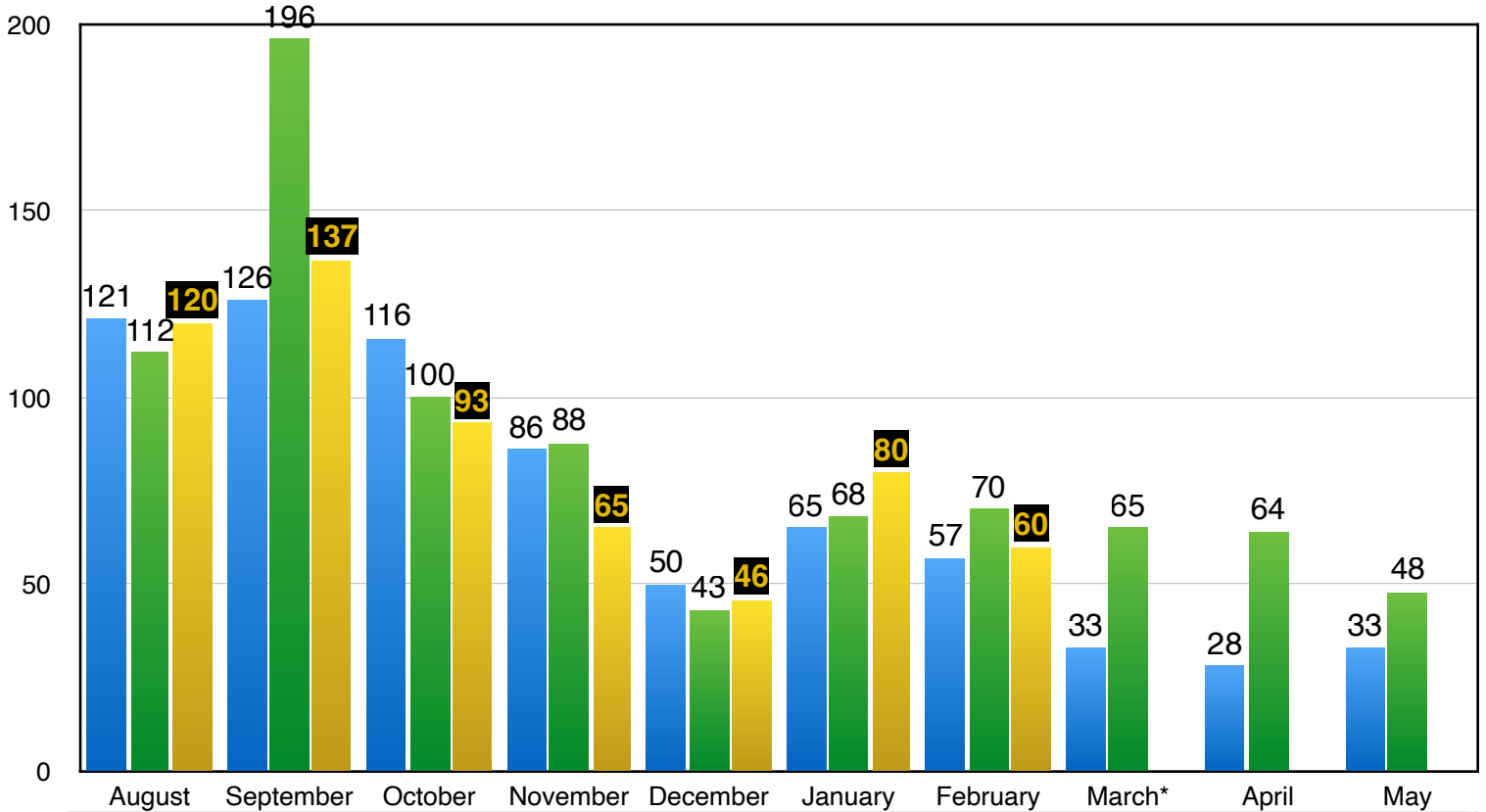
■ Percentage of PS Student records accessed in February 2022 (Mobile and Web)

**Total Parent and Student PS Web and Mobile Access Sessions:**



# Technology Web HelpDesk

Part of the Technology Department's duty is to maintain the Technology Web Help Desk for staff to request repairs, training and troubleshooting. In February we resolved 50 out of 60 (83.33%) of the tech requests submitted through the system. Our average response time was 2.6 hours and average resolution time was 2.1 day. We encourage staff to make use of this resource but many immediate needs are still handled outside of it.

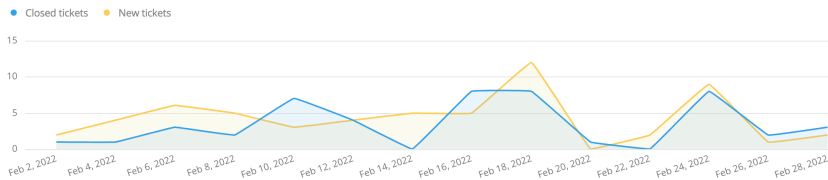


## All Activity

Explore ticket analytics filtered only by your permission level

Filters: Created Date (1)  
02/01/2022 - 02/28/2022

### Ticket Resolution Over Time



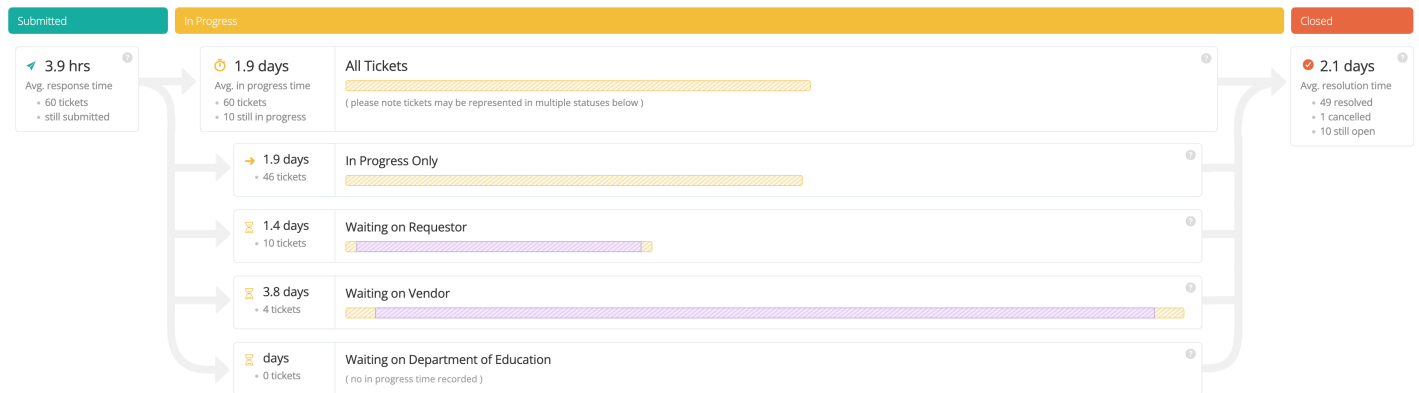
2.6 hours  
Response time ( avg )  
for all ticket statuses

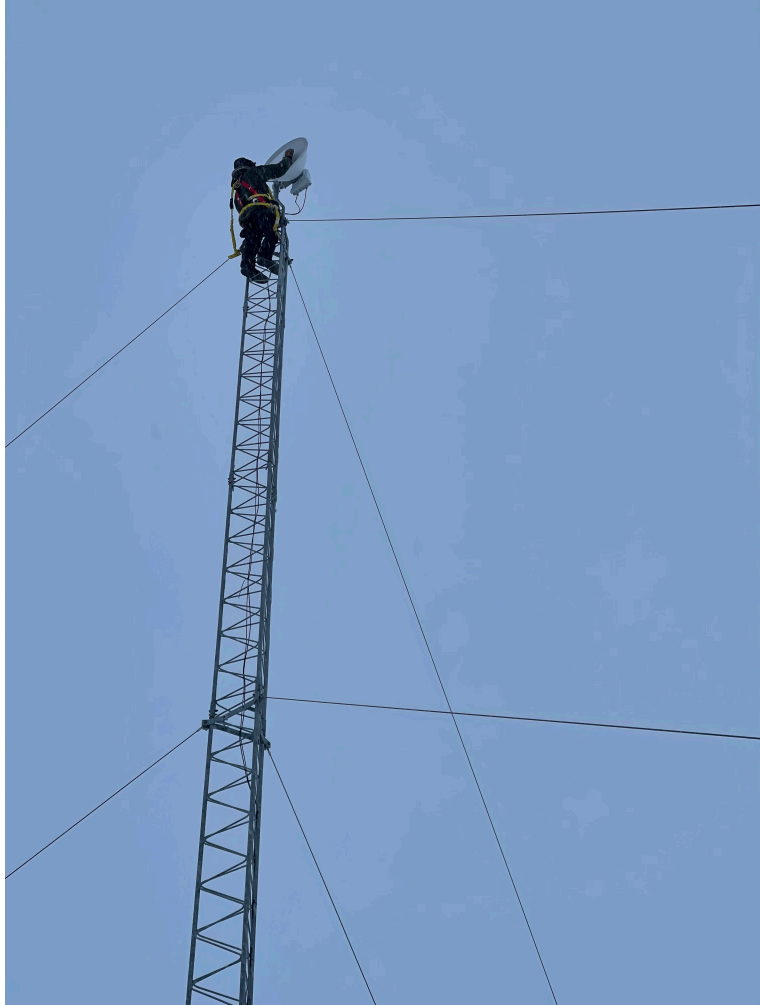
50  
Tickets now closed  
out of 60 submitted

2.1 days  
Resolution time ( avg )

10  
Tickets still open  
0 waiting on requestor

### Ticket Pipeline Analysis







# *Nome Public Schools*

## *Special Education Board Report, March 2022*

Aaron Husemann, Special Education Coordinator

### **Special Education Department**

- ❖ 82 Active Special Education Students
- ❖ 8 Paraprofessionals
- ❖ 1 Administrative Assistant
- ❖ 5 Special Education Teachers
  - 2 at Nome Elementary School
  - 3 at Nome-Beltz Middle High School & Anvil City Science Academy
- ❖ Next Level Speech Therapy
  - 2 Speech Language Pathologists
  - 1 Speech Language Pathologist Assistant
- ❖ 2 Itinerant School Psychologists
- ❖ Sprouting Trees Pediatric Therapy and Recreation, Inc.
  - 1 Itinerant Physical Therapist
  - 1 Itinerant Occupational Therapist

### **Speech Caseload**

- ❖ 8 Speech Only Students
- ❖ 29 Additional Students receive Speech Therapy

### **Upcoming Itinerant Schedule**

- ❖ School Psychologist: 3/6/2022 - 3/11/2022 & 3/20/2022 - 3/25/2022
  - 1 Additional trip TBD based on new Referrals
- ❖ Occupational Therapist and Physical Therapist: 4/3/22 - 4/8/22

### **Special Education News**

- ❖ Special Education DEED Director/Coordinator Annual Conference
  - Anchorage, Alaska
  - 3/26/22 - 3/27/2022
- ❖ 2 Special Education Paraprofessionals hired at NES in February
- ❖ 1 Special Education Teacher hired for FY23
- ❖ 2 anticipated Special Education Teacher openings for FY23
  - 1 Position at NES
  - 1 Position at NBMHS

Aaron Husemann  
Nome Public Schools  
Special Education Coordinator  
[aaronhusemann@nomeschools.org](mailto:aaronhusemann@nomeschools.org)  
(907) 443 - 6208



#### February 2022 Summary

- Work in Progress : 25
- Open Work Orders : 35
- Open Preventive Maintenance Work Orders : 15
- Preventive Maintenance : 8

#### Injuries and Accidents

- Jordan Snyder – Weekend snow machine accident. Severe ankle sprain. Possible ligament repair.
- Mark Casey – Eye lid laceration. Slip,trip, and fall. Amazing medical Super Glue stitches.AOK.
- Tahsha Smith – Weekend home ice slip and fall. Lower back injury.OK for light duty 3/10/22 check.

#### Employee New Hires/ Departures

- None at this time.

#### Maintenance Department Tasks/Status

- Boiler Service and Circulation Pumps are being routinely scheduled at NES and NBHS
- HVAC controls are being manually operated at NES and NBHS in order to over ride the obsolete Honeywell controls to be replaced with new Siemens automation this summer.
- Asbestos 6 month State report and staff updates prior to 3 year SERRC review in June,'22
- Weatherization and Air Seals for doors and windows at NCSA and Teacher Housing.
- ADEC and EMI summer plan review for fuel spill and burn pit monitors.
- NES restroom repairs and ice machine installation ongoing. New heated entry mats installed.

#### Custodial Department

- NBHS day shift staff change requested by Principal Jay Thomas has been a success thanks to Bill Baxter. There are ongoing training and night crew staff issues. Bathrooms, Laundry, and Vacuum.
- Expeditor mail and freight delivery service has been problematic. New staff and process change.
- Inventory and summer barge re-supply orders are underway.

#### Safety Concerns

- Spring freeze-thaw impacts on NBHS underground tunnels. Document conditions for review.
- Fire door and smoke gasket survey. All buildings code upgrade per NMS protocols.
- Ice Sanding campus wide ongoing.
- COVID continues to plague us all. Thank you for your cooperation.
- Questions or comments please contact Mark Casey -NMS Facilities Director 907-244-4121

Nome Public Schools Board Report

Megan Hayes

Director of Federal Programs

Report prepared for March 9, 2022 Nome Public Schools School Board Meeting

### **Attended ESEA Conference in New Orleans, LA 2/16-19.**

This was my first ESEA Conference and my first in person conference in 2 years. (Facebook reminded me that it was EXACTLY 2 years, to the day, since I had traveled for a conference.) At the conference, I attended sessions regarding Title program policy information, how different Title funds can be spent, DOE compliance for the funds, where to find informational resources, and updates to Title funds. In addition, I attended sessions on Restorative Justice, parent engagement, and Exploratory Data Analysis. The session on Exploratory Data Analysis and how to use it to close gaps in equity of program delivery was really interesting. The session ran longer than the close of the conference, but I found it to be one of the more interesting sessions. We looked huge amounts of data and learned how the entire state of Kentucky is using this type of analysis to find deficiencies and successes in their districts. For example, during the pandemic a district using the EDA method discovered that Hispanic students were not logging into remote learning. Further drill down into the data showed that most all the students not logging in, lived in same apartment complex/neighborhood and it just happened, they were also Hispanic. The complex/neighborhood had little or no access to the Internet. A district supplied hot spot was added that allowed students in the neighborhood to log in and participate in on-line classes. Overall, it was a joy to connect with other educators from around the country (and a few from Alaska). I believe my attendance at this conference supports the work that I do for NPS.

**Attended District Test Coordinators Training in Anchorage 2/22-25.** See Assessments section for details (and your homework assignment).

### **Grants- Consolidated ESEA: Title I-A/Title I-C/Title II-A/Title IV; EASIE; and RLIS**

#### **Consolidated ESEA-**

#### **•Title I-C, Migratory Education-**

- Winter tutoring in ongoing at NBMS (three days a week) and at NES (twice a week).
- Lego Robotics will soon be starting for second semester at the middle school and elementary school levels. This semester Jason Brown is the lead at NES and Lisa Leeper is the middle school lead. Watch for details

#### **•Title IV-Student Support and Academic Enrichment-Districtwide-**

- The Recreational Ski Program continues to fulfill its mission of providing a non-competitive opportunity for students to participate in skiing. The trails are open to the public. As a reminder please do NOT ride snow machines on the trail.
- The piano purchased for NBMHS is still on back order... still.

**•JOM-Districtwide-**Ms. Keller and Mr. Payenna continue to provide culturally based curriculum to their students.

### **Assessments, Curriculum and Data/Reports-**

**•ACCESS 2.0 (aka WIDA)-**Sandi Keller is conducting WIDA testing at NES. WIDA testing began at NBMHS on March 1. Absences continue to plague assessment sessions. The WIDA test consists of four domains: reading, writing, listening, and speaking. At the HS level each domain takes a little over an hour. The majority of the assessment is completed online for all grades. However, the written portion for grades k-3 is completed using a paper-based booklet.

•**AK STAR-**

- Alaska System of Academic Readiness- This new assessment developed by DEED and NWEA (the vendor for MAP Growth interim assessments).
- On March 2<sup>nd</sup> NBMSH staff participated in the first of 2 trainings in test administration. AK STAR window opens on March 28<sup>th</sup> and closes through April 29<sup>th</sup>.
- This is the last year it will be necessary to conduct Spring MAP Growth. Linking studies between MAP Growth and the new AK STAR require students to take both assessments in the spring of 2022. In the Spring of 2023 only one assessment will be required.
- Testing dates by school and grade (subject to change)

	Grade 3 ELA & Math	Grade 4 ELA & Math	Grade 5 ELA & Math and AK Science	Grade 6 ELA & Math	Grade 7 ELA & Math	Grade 8 ELA & Math and AK Science	Grade 9 ELA & Math	Grade 10 Science only
NES	3/29-3/31	4/5-4/7	4/12-4/14					
ACSA			3/29-3/31	3/29-3/31	3/29-3/31	3/29-3/31		
NBMHS				4/5-4/7	4/5-4/7	4/5-4/7	4/5-4/7	4/5-4/7

- **BOARD MEMBER HOMEWORK- if you have time**, please complete before the meeting so that I may answer your questions and address your concerns.
- Watch this video (1 minute, 16 seconds) <https://www.youtube.com/watch?v=4bSKBeQlrkA>
- Read through the attached 15 slides (3-5 minutes).

•**Extra credit-** peruse the AK STAR Student Readiness page on the DEED website which is available to the public at <https://education.alaska.gov/assessments/akstar/student-readiness>

•**Extra Extra credit-** Try one of the practice tests <https://nwea-ak-assessment.caltesting.org/inbrowser/index.html> Click on “practice tests” > under the “Year” drop down menu choose 2022 > under the “Grade” drop down menu select a grade level (without accommodations)> choose a subject under the “subject” drop down menu> and select “no accommodations.” There are accommodations, such as text-to speech, but the only practice test level available at the time of this writing is Grade 6. Here is a link to a 15-minute video designed for students to assist them in logging onto the practice assessments at their grade level. <https://vimeo.com/672021973/4d3ec642c2> The video gives further explanation on how to use the embedded test tools, like a calculator or a magnifier. Other tools allow students to flag questions and return to skipped questions before submitting the assessment. (This is the same webpage in the “Extra Credit” link listed above.)

•**MAP Growth-** Although the students will feel like they have been taking tests all semester, it is important that all stakeholders encourage them to continue to do their best on MAP Growth Spring assessments. The completion of these assessments is important. NWEA will use MAP Growth scores in linking studies to set AK STAR scores.

**Spring 2022 Assessment Windows:**

Assessment	Assessment Window	Grades Assessed
WIDA ACCESS for ELLs	February 1 – March 31, 2022	ELs in grades Kindergarten through 12th grade
Dynamic Learning Maps (DLM) Alternate Assessments	March 21 – May 6, 2022	Grades 3 through 10
Alaska Science Assessment	March 28 – April 29, 2022	Grades 5, 8, and 10
AK STAR- New Summative Assessment for ELA and Math	March 28 – April 29, 2022	Grades 3 through 9

•**Civil Rights Data Collection-**Submitted

•**EASIE Part 1 Survey-** submitted. **Part 1 Application due March 11.**

Enrollment by school-

<b>Enrollment</b>	<b>5/7/2021</b>	<b>9/9/21</b>	<b>10/7/2021</b>	<b>11/5/2021</b>	<b>12/9/21</b>	<b>1/4/22</b>	<b>2/4/22</b>	<b>3/3/22</b>
Nome Elementary School	292	317	309	308	311	311	312	315
Anvil City Science Academy	56	60	60	60	58	60	60	60
Nome-Beltz Middle Senior High	277	319	298	291	299	298	286	288
NPS Extensions Correspondence	52	16	18	24	27	28	31	27
<b>Total Enrollment K-12</b>	<b>677</b>	<b>712</b>	<b>685</b>	<b>683</b>	<b>695</b>	<b>697</b>	<b>689</b>	<b>690</b>

# The Facts About

# AK STAR

ALASKA SYSTEM OF ACADEMIC READINESS



# WHAT

# WHAT

- ★ The Alaska System of Academic Readiness is Alaska's innovative assessment system.
- ★ The AK STAR System connects MAP Growth interim assessments with the end-of-the-year AK STAR summative assessment for English language arts (ELA) and mathematics.





# AK STAR

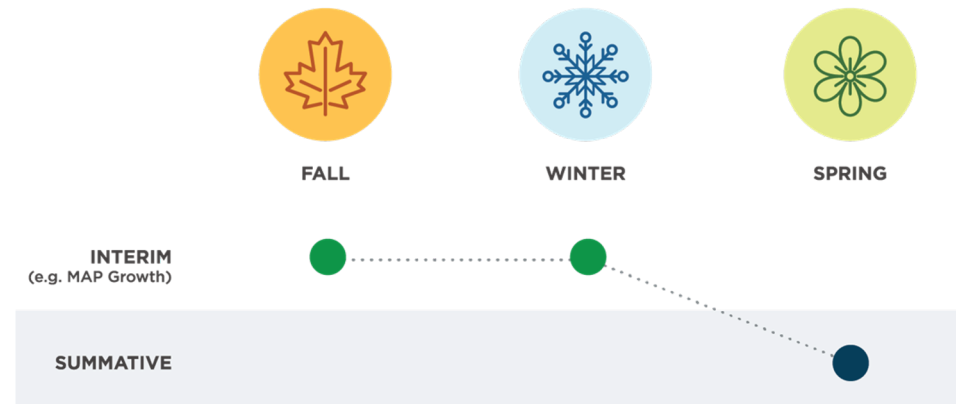
Learn more  
[education.alaska.gov/akstar](https://education.alaska.gov/akstar)

<https://youtu.be/4bSKBeQlrk>



# AK STAR IS AN INNOVATIVE & BALANCED SOLUTION

- ★ A more **holistic** system including interim (MAP Growth) and summative assessments (AK STAR) that produce actionable data for teaching and learning
- ★ A **growth-oriented** approach that recognizes and celebrates student growth and school achievement.
- ★ An **adaptive** design to create a more personalized testing experience for each student
- ★ A more **efficient** system that reduces overall test events, while producing valuable data - summative proficiency scores and RIT scores



# WHAT

★ In spring 2022, students will take both assessments and reports will show MAP Growth norm-referenced performance (RIT score) and summative proficiency scores to be used for accountability.

★ MAP Growth is administered according to the district testing schedule

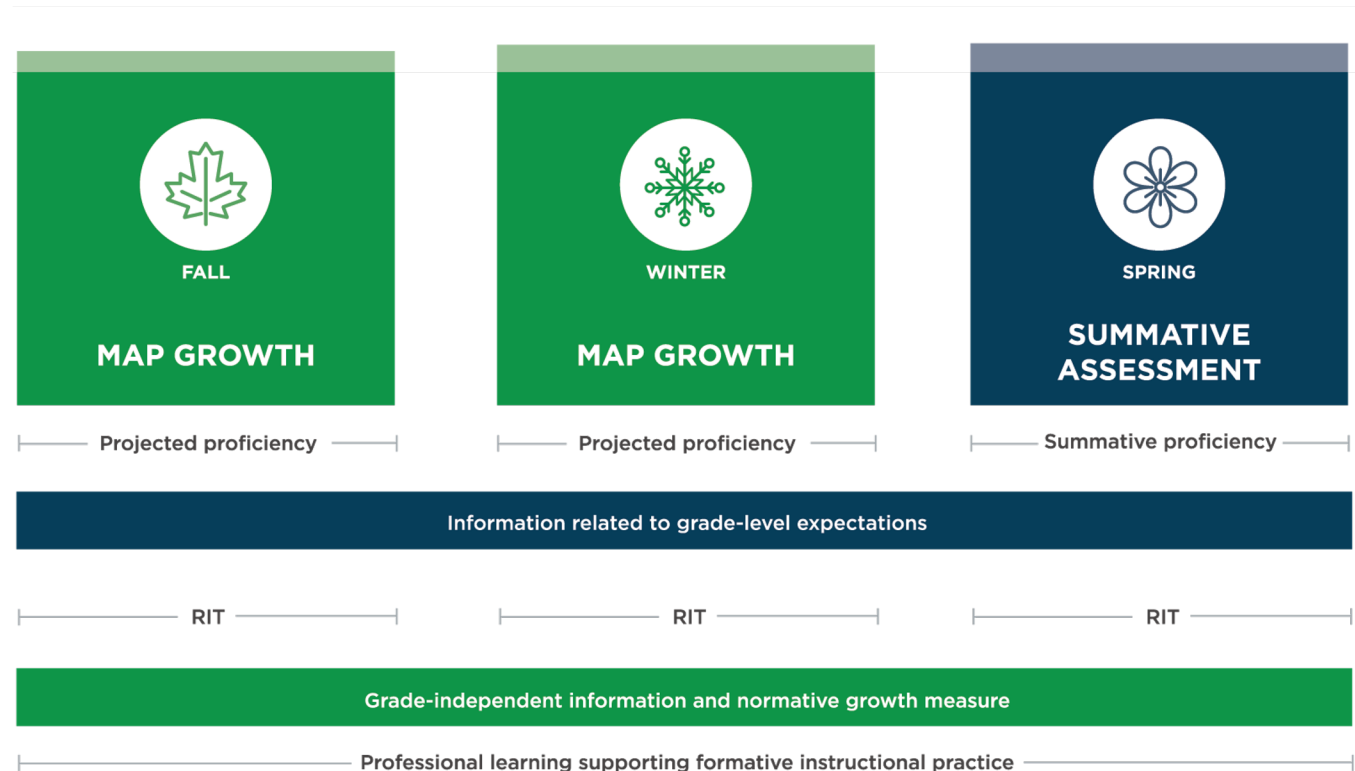


★ AK STAR is administered during the state testing window



# WHAT

- ★ Beginning in 2023, students will take MAP Growth in fall and winter and the AK STAR summative in spring.
- ★ The AK STAR spring summative assessment's adaptive design will give each student a unique testing experience that produces both a RIT growth score and a proficiency score.



# WHO

# WHO

★ Alaska students in grades 3-9



# WHEN

# WHEN

- ★ The statewide test window for AK STAR summative assessment is March 28 – April 29, 2022.
- ★ Districts may administer the spring MAP Growth assessment in their regularly scheduled interim testing window.

**March**  
**2022**

MON	TUE	WED	THU	FRI
March 28	March 29	March 30	March 31	April 1
April 4	April 5	April 6	April 7	April 8
April 11	April 12	April 13	April 14	April 15
April 18	April 19	April 20	April 21	April 22
April 25	April 26	April 27	April 28	April 29

# WHERE



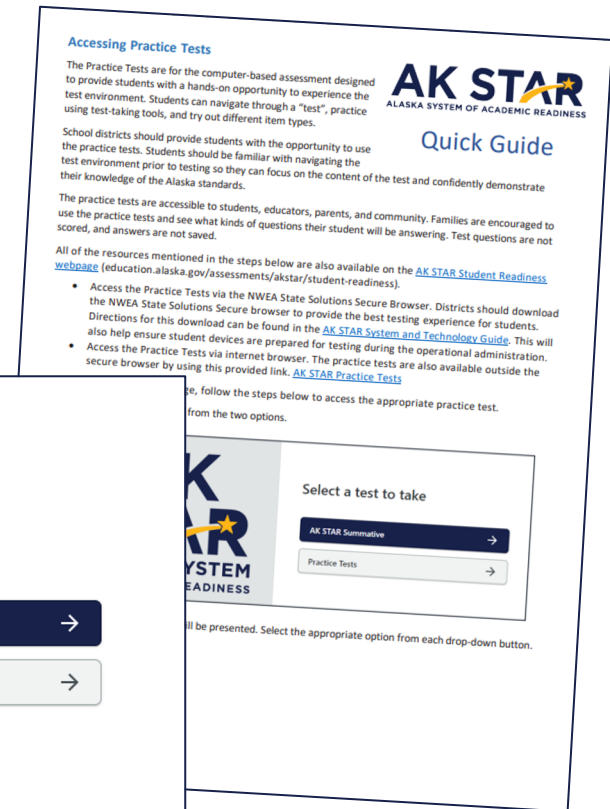
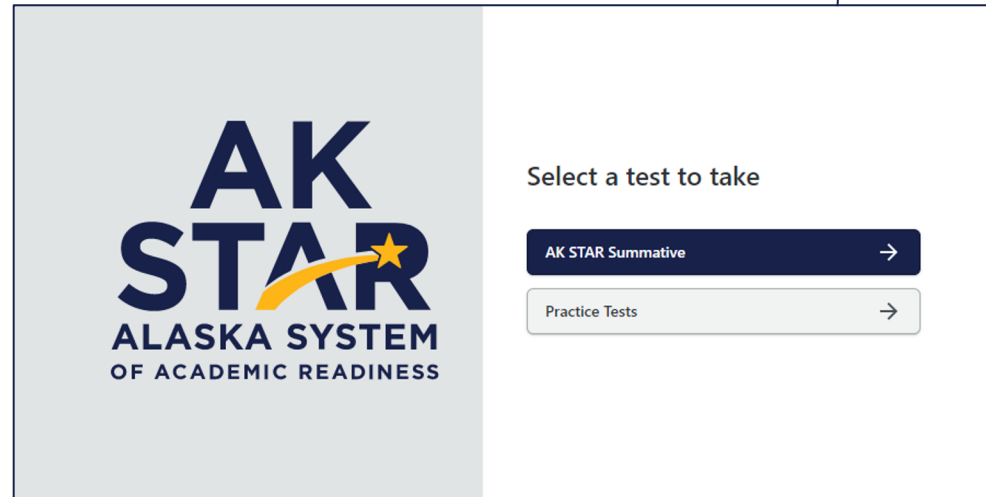
# WHERE

- ★ Students take the AK STAR summative assessment via the NWEA State Solutions Secure Browser. The browser is loaded onto a computer, laptop, or tablet provided by the school.



# WHERE

★ Practice tests are available on the [AK STAR Student Readiness](https://education.alaska.gov/assessments/akstar/student-readiness) webpage:



<https://education.alaska.gov/assessments/akstar/student-readiness>

# WHY

# WHY

- ★ AK STAR is an innovative, balanced assessment system that aims to change the way we think about assessment and instruction across Alaska.



# AK STAR INTENDS TO:

- ★ produce more actionable data for teaching and learning,
- ★ recognize and celebrate students' academic progress,
- ★ create a more efficient testing experience, thus maximizing classroom instruction time,
- ★ capitalize on useful tools like MAP Growth , and
- ★ streamline the student testing experience by reducing the number of tests students take to MAP Growth in fall and winter, and the AK STAR summative in spring (beginning in spring 2023).

# IMPORTANCE OF STUDENT PARTICIPATION - SPRING 2022

- ★ Linking study between MAP Growth & AK STAR summative
- ★ Inform instructional & resource decisions
- ★ Influence policy
- ★ Accountability





<https://education.alaska.gov/assessments/akstar>



# Nome Public Schools

**TO:** Nome Public Schools Board of Education  
**THRU:** Jamie Burgess, Superintendent  
**FROM:** Genevieve Hollins, Alaska Education & Business Services, Inc.  
**SUBJECT:** FY2022 Expenditures: 7/01/2021 through 2/28/2022  
 - All Except Special Revenue Programs -  
**DATE:** March 1, 2022

## REVENUES:

	<u>Received</u>	<u>Current Budget</u>	<u>Amount Remaining</u>	<u>% Received</u>
State of Alaska - Foundation	\$ 6,058,521	\$ 9,014,186	\$ 2,955,665	67.21%
State of Alaska - TRS On Behalf	574,544	865,362	290,818	66.39%
State of Alaska - PERS On Behalf	69,239	104,286	35,047	66.39%
City of Nome	1,693,215	3,000,000	1,306,785	56.44%
Impact Aid - U.S. Government PL-874	17,115	35,200	18,085	48.62%
E-Rate	473,927	725,822	251,895	65.30%
Other (Fees/Gate/Rentals/Donations)	262,099	385,000	122,901	68.08%
Use of General Fund's Fund Balance	-	806,164	806,164	0.00%
Pupil Transportation (Fund 205)	300,331	530,000	229,669	56.67%
Food Service (Fund 255)	230,802	775,000	544,198	29.78%
<b>TOTAL REVENUES</b>	<b>\$ 9,679,792</b>	<b>\$ 16,241,020</b>	<b>\$ 6,561,228</b>	<b>59.60%</b>

(Excluding Federal Special Revenue Programs)

## EXPENDITURES:

	<u>Expended &amp; Encumbered</u>	<u>Current Budget</u>	<u>Amount Remaining</u>	<u>% Expended</u>
General Fund (100)	\$ 7,449,154	\$ 14,936,020	\$ 7,486,866	49.87%
Pupil Transportation (205) <sup>1</sup>	511,804	530,000	18,196	96.57%
Food Service Fund (255)	303,709	775,000	471,291	39.19%
<b>TOTAL EXPENDITURES AND ENCUMBRANCES</b>	<b>\$ 8,264,667</b>	<b>\$ 16,241,020</b>	<b>\$ 7,976,353</b>	<b>50.89%</b>

Percentage of Revenue Budget Recvd: 59.60%  
 Percentage of Budget Expended: 50.89%  
 Percentage of Year Passed: 66.39%

Days of Expenditures for this Fiscal Year: 243 Days

Remaining in Fiscal Year for Expenditures: 122 Days

Checking Account Bank Balance as of February 28, 2022 - \$9,514,819



<sup>1</sup>FY22 Pupil Transportation contract is fully encumbered for the year.





## **MEMORANDUM**

To: Board of Education  
Thru: Jamie Burgess, Superintendent  
From: Genevieve Hollins, Contracted CFO  
Alaska Education & Business Services, Inc.  
Date: March 2, 2022  
Subject: **Financial Narrative**

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### **2<sup>nd</sup> Draft FY2023 Budget**

The 2<sup>nd</sup> Draft FY2023 budget is included in the board packet. The major change on this draft is that the technology department was able to maneuver their budget to accommodate increased bandwidth. The District receives a 90% discount on internet so the majority of the increase was offset by e-rate revenues. The increase in expense on the telecommunications side was offset by a reduction in technology supply budget.

### **Standard Operating Procedure (SOP) #3**

Attached you will find SOP Number 3 - Worker's Compensation Claims.

All administrative staff are required to familiarize themselves with the SOPs and acquaint the staff they supervisor with the procedures pertaining to their job responsibilities.

### **What are SOPs and why do we need them?**

Standard Operating Procedures are a vital document used by the District and specifically the Business Office. They ensure a uniform procedure for processes within the District. This ensures that internal controls are in place for the carrying out of tasks and that the same processes are continued regardless of turnover in positions. The SOPs guide personnel in the proper procedures to go about daily tasks, especially those that relate to financial matters in some form. They work harmoniously as an extension of Board Policy but do not supersede or circumvent Board Policy. Each SOP will have a section at the end that details the appropriate BPs to review that form the basis of the applicable SOP. Following SOPs ensures that Board Policy is met by detailing more specifically how tasks should be performed, by whom, and who has the supervisory authority. SOPs should 'stand the test of time', should be easy to read, understand, and liftable.

### **Audit & SOPs**

Auditors receive a copy of the SOPs each year and they review them against actual practice. They start each audit with a detailed question/answer session with the Business Manager, who details from start to finish all business-related processes.

An example question from an auditor is: *Tell me the process when someone wants to purchase a supply. What occurs?*

We then must detail how our processes work from obtaining approval by a supervisor, entering the information into a requisition in the accounting software, budget supervisory approval, business manager approval, Superintendent approval, Purchasing Clerk review and generating a Purchase Order, sending a copy of the PO to the vendor and one to the requestor, waiting for items to arrive, receiving processed by the Purchasing/Receiving Clerk, invoice received, reviewed and approved by the budget supervisor, Business Manager (and Superintendent when applicable), enter for payment, submit check register to the Business Manager for review, payment issued, ACH uploaded, and so on.

Then the auditors will pull samples and will review backup which will need to show the above process being followed time and again. If there is a deviation from SOP it causes a red flag and auditors will request additional samples to see if deviation from SOP occurs frequently. If it does, then audit finding(s) may be issued if internal controls are lacking over the processes relating to financial matters.

### **When were these SOPs originally established?**

SOPs for the Nome Public Schools were initially written and effective July 1, 2018 and were reviewed by the then Superintendent, Business Manager, Payroll Clerk, and Purchasing Clerk. They were submitted to the Board, posted to the District website, and hard copies were dispersed to the principals at each site.

### **How often are SOPs reviewed for accuracy & who reviews them?**

Review of SOPs occurs at least annually or as changes are needed. Personnel who are and have been involved in the review of SOPs include:

- Business Manager - responsibility to generate the SOPs, edit the SOPs, solicit feedback when needing to edit an SOP, sending to IT to post on District website.
- Superintendent - responsibility is to ensure Board Policy is followed; SOPs are the document that detail the instructions on how to carry out business to ensure this occurs.
- Purchasing/Receiving/AP Clerk - reviews all financial-related documents applicable to their duties to ensure what is written is what is actually occurring.
- Payroll Clerk - reviews all financial-related documents applicable to their duties to ensure that what is written is actually occurring.
- Human Resources Director - reviews all documents applicable to their duties to ensure that what is written is actually occurring.
- Administrative Assistant - reviews procedures applicable to their duties and provides feedback when necessary.

### **Frequently Asked Procedural Questions that SOPs Answer**

- Can you give me a step-by-step procedure for how leave requests are processed? SOP No. 26
- Are we allowed to borrow an item from the school? SOP No. 17
- What is the procedure for disposal of assets? SOP No. 19
- Can we fundraise for a student trip? If so, what are the procedures? SOP No. 16, No. 29



- Can we perform a raffle? What do we need to do? SOP No. 29
- What do we do when we receive cash? SOP No. 14, No. 15, No. 16
- What are the procedures for student travel? SOP No. 8
- Can I ask for a payroll advance? SOP No. 4
- How do we handle our petty cash account? SOP No. 9, No. 15
- What do I do if an employee is hurt on the job (i.e. worker's comp)? SOP No. 3
- How do I order more supplies for my classroom? SOP No. 5

***Thank you!***

NOME PUBLIC SCHOOLS  
Nome, Alaska

**SOP No. 3**

WORKERS' COMPENSATION CLAIMS

1. PURPOSE: To establish uniform procedures for handling all job-related injury or illness, to protect the District, and to insure the injured employee receives all benefits to which he/she is entitled.
2. AUTHORITY: Superintendent or designee
3. RESPONSIBILITY: The Superintendent or designee, Human Resources Director, all principals and/or supervisors
4. TRAINING PROCEDURES:
  - a. The HR Director will inform each new hire of the reporting responsibilities and procedures for work-related injuries by giving them a copy of this SOP. Employees will sign a statement attesting that they have been informed of their rights and responsibilities for work-related injuries.
  - b. Each site must post a copy of the District's Certificate of (WC) Insurance in at least one location that is easily viewable by all employees of that site.
5. REPORTING PROCEDURES: The following are procedures for reporting work-related injury or illness:
  - a. An employee work-related death must be reported to OSHA (USDOL) within 8 hours of occurrence. An employee hospital admittance must be reported to OSHA within 24 hours.  
Phone: 1-800-321-OSHA (1-800-321-6742);  
Website: [www.osha.gov](http://www.osha.gov)  
OSHA reporting requirements: <https://www.osha.gov/report.html>
  - b. Employees must report injuries to their supervisor or designee immediately. This must be relayed to all employees for whom the Principal or supervisors are accountable. The supervisor is responsible for notifying the Superintendent or designee.

- c. The employee must complete the *Employee Report of Occupational Injury or Illness* form (State of Alaska Form 07-6100). This form is located on the Forms section of the District website or at <https://labor.alaska.gov/wc/forms/wc6100.doc>. If the employee is unable to complete the form, it must be completed by a designee, which may be a co-worker, witness, or family member who either has knowledge of the injury or can record the employee's narration of the event. Submit this form to the supervisor or designee.
- d. Upon receipt of an Employee Report of Occupational Injury or Illness, the Superintendent, supervisor, or designee must complete the *Employer Report of Occupational Injury or Illness* (State of Alaska Form 07-6101), including signing as the 'authorized employer representative'. This form is located on the Forms section of the District website or at <https://labor.alaska.gov/wc/forms/wc6101.doc>. This form must be completed and sent to the Superintendent or designee within **seven (7) days** from the date of injury, except as noted in paragraph (a) above.
- e. When the injured employee goes to a physician or hospital, he/she must inform the physician that it is a job-related injury so the physician will complete and mail a "Physician's Report of Injury."
- f. The injured employee will receive one copy of the completed claim form and must read all the instructions and information provided on the back of the form.
- g. Workers' compensation claims must be submitted to the Alaska Department of Labor and the District's Workers' compensation insurer within **ten (10) days** of the injury. A completed copy of the workers' compensation form must be filed in the employee's HR health file and a copy must be sent to payroll.
- h. Retain Workers' Compensation records as required by ASLAM/DEED Records Retention Schedule (see REFERENCES below).

#### 6. GENERAL PROCEDURES:

- a. A physician's release is required for an employee to be absent from work and before an employee may return to work due to a work-related injury if medical attention was obtained. This protects the employee from potential reinjury.
- b. Workers' Compensation will reimburse the injured employee for expenses incurred in going to a physician or hospital. The employee should keep all receipts and submit them to the current Workers' Compensation insurance carrier if the physician or

hospital doesn't submit them on the employee's behalf. The first three days off work as a result of work-related injury may be charged against the employee's accrued leave or leave without pay, according to the CBA.

- c. The supervisor should continue to submit timesheets to the Payroll Technician for the injured employee, showing no hours worked, and that the employee is receiving Workers' Compensation from the insurance carrier and is not receiving pay from the District. (It is unlawful to receive pay from both the Employer and Workers' Compensation insurance carrier.)
- d. The employee will not be compensated for lost salary by Workers' Compensation if their injury resulted in work absence of 3 days or less. In that case a sick leave or personal leave form should be completed.
- e. If an employee misses more than 3 days of work, Workers' Compensation pays approximately 66% of their regular salary for the days absent due to the injury (Worker's Compensation benefits are not taxed). It is unlawful for an employee to claim both sick leave and be paid from their employer for the days absent due to an injury and claim Workers' Compensation for those days and be paid by the Workers' Compensation insurance carrier. (It is unlawful to receive pay from both the employer and the Worker's Compensation carrier.)

REFERENCES:

ASLAM/DEED Records Retention Schedule: Click on "School Districts, #400.1"

<https://archives.alaska.gov/rims/>

REVISION DATE: 6/3/2019

EXHIBITS:

Alaska Form 07-6100 – Employee Report of Occupational Injury

Alaska Form 07-6101 – Employer Report of Occupational Injury

## EMPLOYEE REPORT OF OCCUPATIONAL INJURY OR ILLNESS TO EMPLOYER

EMPLOYEE: All questions with an asterisk (*) must be completed				
1. Employee Name Last*		First*	Middle	Suffix
2. Mailing Address & Telephone Number*		3. Date of Birth*	4. Date of Death	
City* State* Zip Code*		5. Social Security Number*	6. Gender Code <input type="checkbox"/> F <input type="checkbox"/> M <input type="checkbox"/> U	
Country, if outside the United States Telephone No.		7. Marital Status <input type="checkbox"/> M-Married <input type="checkbox"/> S-Separated <input type="checkbox"/> U-Unmarried <input type="checkbox"/> K-Unknown	8. Number of Dependents	
9. Date of Injury / Illness*	10. Time of Injury / Illness	11. Did Injury / Illness Occur on Employer's Premises? <input type="checkbox"/> Y-Yes <input type="checkbox"/> N-No		
12. Explain where injury / illness occurred		13. Employer Name*		
14. Describe Nature of Injury / Illness* (i.e., sprain, laceration, etc.)		15. Describe Part of Body Affected*		
16. Describe How the Injury / Illness Happened				
17. Injury / Illness Due to Machine/Product Failure? DROP DOWN		18. Mechanical Guard/Safeguards Provided? DROP DOWN		
19. List Any Machine/Substance/Object Causing Injury / Illness		20. If Machine What Part?		
21. Witness Name		Witness Business Phone Number		
22. Attending Physician Name & Contact Information		23. Hospital Name & Contact Information		
24. Initial Treatment* <input type="checkbox"/> 0-No Medical Treatment <input type="checkbox"/> 1-Minor On-site Remedies by Employer Medical Staff <input type="checkbox"/> 2-Minor Clinic/Hospital Remedies and Diagnostic Testing <input type="checkbox"/> 3-Emergency Evaluation, Diagnostic Testing, and Medical Procedures <input type="checkbox"/> 4-Hospitalization Greater than 24 Hours <input type="checkbox"/> 5-Future Major Medical/Lost Time Anticipated				
25. Employee Authorization to Release Medical Records* <b>To all health care providers:</b> You are authorized to provide my employer (named in box 13), its workers' compensation liability insurance company, and its claims adjuster information concerning any health care advice, testing, treatment, or supplies provided to me for the injury or illness described above in box 16. This information will be used to evaluate my entitlement to receive benefits, including payment of medical benefits, under the Alaska Workers' Compensation Act. This authorization is valid for a one-year period from the date of my signature (box 23). I know I have a right to receive a copy of this authorization and agree a photographic copy of this authorization is as valid as the original.				
26. If Employee Unavailable for Signature, Explain Circumstances in this Space				27. Date Signed

**WARNING TO EMPLOYEES AND EMPLOYERS:** AS 23.30.250 imposes civil penalties for fraud as well as certain false or misleading statements and acts. Criminal penalties for theft by deception (including fines and incarceration) apply to knowingly made false statements, claims, or employee misclassifications.

**ORIGINAL TO EMPLOYER IMMEDIATELY**

**COPY TO EMPLOYEE**

**EMPLOYER:** File the complete First Report of Injury (FROI), form 07-6101, with the Alaska Division of Workers' Compensation by electronic data interchange (EDI), or by mail, within 10 days of receiving this report, per AS 23.30.070(a).

# Instructions for EMPLOYEE REPORT OF OCCUPATIONAL INJURY OR ILLNESS TO EMPLOYER

## TO THE EMPLOYEE

**You must complete and sign** this form. Keep a copy of the completed form for your records, and immediately give this form to your employer. You should notify your employer immediately, but no later than 30 days after your injury occurred or illness began.

The employer will notify their insurer, their claims administrator, and the Division of Workers' Compensation of your injury.

After obtaining medical treatment, tell your health care provider's office to submit the required "Physician's Report" (8 AAC 45.086) to your employer.

You will not be paid compensation for lost wages for the first three (3) days off work unless your disability lasts more than 28 days. The first installment of compensation becomes due on the 14th day after the employer has knowledge of the injury, illness or disease. After the first payment, you should get a check every two (2) weeks while you are disabled. If you have not received payment within 21 days from the date you were injured or became ill, contact the insurer or adjuster first. If you have any questions or problems, contact the Division of Workers' Compensation office nearest you (contact information listed below). If you are off work for three (3) or more days, you will need to provide additional information to your employer's claims adjuster regarding your wages, marital status, and number of dependents.

If you believe your work-related injury or illness will keep you from returning to your job at the time of injury, you may need retraining. The training benefits to which you may be entitled, and how you go about getting them, depend on your date of injury. If you are off work for 45 days, contact the division office in Anchorage to learn more about your rights for reemployment benefits. You may also refer to the Reemployment Benefits section of the "Workers' Compensation and You" brochure available at the Division's internet web page:

[www.labor.state.ak.us/wc](http://www.labor.state.ak.us/wc)

**INFORMATION IN FILES MAINTAINED BY THE DIVISION OF WORKERS' COMPENSATION,  
EXCEPT FOR MEDICAL AND REHABILITATION RECORDS, IS AVAILABLE FOR PUBLIC  
REVIEW AND COPYING FOR NONCOMMERCIAL PURPOSES.  
AS 23.30.107**

## TO THE EMPLOYER

The information on this form (07-6100) and the information on form 07-6101 must be submitted to the Division of Workers' Compensation immediately and in no case later than **ten (10) days** after you have knowledge that your employee has been injured, or claims to have been injured or become ill while working for you.

Failure to file these reports within the required time may subject you and/or your insurer to a penalty equal to 20 percent of the amount of compensation due to the injured worker.

### Alaska Division of Worker's Compensation Offices

Anchorage:  
3301 Eagle Street, Suite 304  
Anchorage, AK 99503-4149  
(907) 269-4980

Fairbanks:  
675 Seventh Avenue, Station K  
Fairbanks, AK 99701-4531  
(907) 451-2889

Juneau:  
1111 W 8th St, Rm 305, Juneau AK 99801  
PO Box 115512, Juneau AK 99811-5512  
(907) 465-2790



**EMPLOYER REPORT OF OCCUPATIONAL INJURY OR ILLNESS  
 TO DIVISION OF WORKERS' COMPENSATION**

**EMPLOYER: All questions with an asterisk (\*) must be completed**

1. Employer Name*		2. Industry (NAICS) Code Required on New Claims* See <a href="http://www.census.gov/cgi-bin/sssd/naics/naicsrch">http://www.census.gov/cgi-bin/sssd/naics/naicsrch</a>		
3. Employer Contact Name & Telephone			4. FEIN*	5. UI Number
6. Employer Mailing Address*		7. Employer Physical Address		
City	State	Zip Code	City	State Zip Code
Country, if outside the United States		Country, if outside the United States		
8. Employee Name, Last		First	Middle	Suffix
9. Employee Mailing Address*		10. Date of Birth*	11. Date of Death	
City	State	Zip Code	12. Employee ID Type & Number* SELECT ONE	
Country, if outside the United States		Country, if outside the United States		
<b>Blocks 13 – 20 are to be completed by the Insurer / Claims Administrator submitting this report to the Division of Workers' Compensation</b>				
13. MTC Report* SELECT ONE	14. JCN / AWCB*	15. Claim Status* SELECT ONE	16. Claim Type* SELECT ONE	17. Late Reason Code DROP DOWN LIST
18. Full Denial Reason Code DROP DOWN LIST DROP DOWN LIST DROP DOWN LIST DROP DOWN LIST DROP DOWN LIST		19. Full Denial Effective Date	20. Denial Reason Narrative	
21. Policy Information Number		Effective Date	Expiration Date	
22. Insurer Name		23. Insurer FEIN	24. Insurer Type Code* SELECT ONE	
25. Claim Administrator Name*		26. Claim Administrator Primary Address*		
27. Claim Admin FEIN*	28. Claim Admin Claim No.*		City	State Zip Code
29. Claim Admin Physical/Alternate Postal Code*				
30. Insured Name		31. Insured FEIN	32. Insured Type Code* SELECT ONE	
33. Employment Status* SELECT ONE	34. Days Worked / Week	35. Wage	36. Wage Period Code DROP DOWN LIST	37. Employee Hire Date
38. Occupation / Job Title				
39. Full Wages Paid for Date of Injury Indicator		DROP DOWN	40. Employer Paid Salary in Lieu of Compensation Indicator	
41. Accident Site Information, if not on Employer Premises Organization Name Street City State Zip Code Country, if outside the United States		44. Date of Injury / Illness*		45. Time of Injury / Illness
42. Explain Where Injury Occurred		46. Date Employer First Knew of Injury / Illness		47. Date Claim Admin Knew of Injury / Illness
43. Accident Premises Code* SELECT ONE		For Blocks 48, 49 & 50 see: <a href="https://www.wcio.org/Document%20Library/InjuryDescriptionTablePage.aspx">https://www.wcio.org/Document%20Library/InjuryDescriptionTablePage.aspx</a>		
48. Part(s) of Body Affected*		49. Nature of Injury / Illness*		
50. Cause of Injury / Illness*		51. Death Result of Injury Code DROP DOWN LIST		
52. Initial Last Day Worked	53. Initial Date Disability Began		54. Initial Return to Work Date	55. Return to Work Type Code* DROP DOWN LIST
56. Return to Work With Same Employer? DROP DOWN		57. Physical Restrictions Indicator DROP DOWN LIST		
58. Signature of Authorized Employer or Representative		59. Title		60. Date Signed

**Instructions for**

**EMPLOYER REPORT OF OCCUPATIONAL INJURY OR ILLNESS TO ALASKA  
DIVISION OF WORKERS' COMPENSATION**

**Employer:** This form must be completed and sent immediately, and in no case later than **ten (10) days** after you have knowledge that your employee has been injured, or claims to have been injured or become ill while working for you. You have the option of completing this form electronically or by hand prior to sending the completed to your Insurer/Claims Administrator (Adjuster).

The form should be submitted electronically via electronic data interchange (EDI). If you or your insurer is not registered and approved to submit reports electronically, mail this form (07-6101) and form 07-6100 to the Division of Workers' Compensation, P.O. Box 115512, Juneau, AK 99811-5512. Make sure and keep a copy for your records.

Failure to file this report within the required time may subject you and/or your insurer to a penalty equal to 20 percent of the amount of compensation due to the injured worker.  
AS 23.30.070

**INFORMATION IN FILES MAINTAINED BY THE DIVISION OF WORKERS' COMPENSATION, EXCEPT  
FOR MEDICAL AND REHABILITATION RECORDS, IS AVAILABLE FOR PUBLIC REVIEW AND  
COPYING FOR NONCOMMERCIAL PURPOSES.  
AS 23.30.107**

**OSHA REQUIREMENTS**

**Report industrial deaths and accidents to the Division of Labor Standards and Safety.**

Alaska Statute 18.60.058 requires employers to report to Division of Labor Standards and Safety any employment accident which is fatal to one or more employees or which results in the overnight hospitalization of one or more employees. The report, which must be made immediately, but no later than 8 hours after receipt by the employer of information that the accident has occurred, must relate the circumstances of the accident, the number of fatalities, and the extent of the injuries.

Monday-Friday Alaska OSH (800) 770-4940 · 24-hour OSHA Hotline (800) 321-6742

*"Injury"* means accidental injury or death arising out of in the course of employment and an occupational disease, illness, or infection which arises naturally out of the employment or which naturally or unavoidably results from an accidental injury.

*"Injury"* does not include mental injury caused by stress unless it is established that (A) the work stress was extraordinary and unusual in comparison to pressures and tensions experienced by individuals in a comparable work environment, and (B) the work stress was the predominant cause of the mental injury. A mental injury is not considered to arise out of and in the course of employment if it results from a disciplinary action, work evaluation, job transfer, layoff, demotion, termination, or similar action taken in good faith by the employer.

	<b>Alaska Division of Worker's Compensation Offices:</b>	<b>Alaska Division of Labor Standards and Safety Offices:</b>
Anchorage:	3301 Eagle Street, #304 Anchorage, AK 99503-4149 (907) 269-4980	1251 Muldoon Road, Suite 109 Anchorage, AK 99504 (907) 269-4940 or (800) 770-4940
Fairbanks:	675 Seventh Avenue, Station K Fairbanks, AK 99701-4531 (907) 451-2889	
Juneau:	1111 West 8th Street, #305 PO Box 115512 Juneau, AK 99811-5512 (907) 465-2790	1111 West 8th Street, #304 PO Box 111149 Juneau, AK 99811-1149 (907) 465-4855

## **Public Comment Statement**

The Board of Education welcomes community member input during meetings about issues on or not on the agenda. The Board is not able to respond directly to you during Public Comment; the Board may decide at the end of the meeting during Board Member Comment to discuss your topic at a work session, regular meeting, or direct the Superintendent to look into a situation further.

The Board may not speak about subjects that are protected by legal confidentiality such as specific student discipline issues or personnel issues that could disparage or slander district employees.

The general guideline is approximately three minutes per speaker; however, additional time is allowable if needed. When you speak to the Board, please state your first and last name for the record.

## SCHOOL BOARD COMMUNICATION

**Title:** Board Policy 1<sup>st</sup> Reading

**Date:** March 8, 2022

**Administrator:** Jamie Burgess, Superintendent

**Attachments:** Board Policies for Adoption

**Action Needed**     **For Discussion**     **Information**     **Other**

## BACKGROUND INFORMATION

The Board of Education Policy Review Committee met on February 15, 2022 to review several policies for possible revision. BP0520 underwent some very minor edits to remove references to previous regulations that have sunset. Since the state's accountability program is likely to undergo some future significant overhauling in the near future, this Board Policy and the accompanying AR will need to be revised again as well. BP 1340 states that Alaska Districts will maintain records in accordance with the State of Alaska's Model Records Retention Schedule. The threshold for Micro-purchases defined in BP3311 must be revised due to changes in Federal Law. BP 6146.3 is adjusted due to the changes in state statute which no longer require students to take a college and career readiness assessment to receive a diploma. The District will continue to offer and encourage students to take these assessments, which include the ACT, SAT, WorkKeys and ASVAB assessments.

The following policies are now presented to the Board for a first reading approval.

BP 0520 School Accountability/School Improvement  
BP 1340 Access to District Records  
BP 3311 Bids  
BP 6146.3 College and Career Readiness Assessments

## ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of the first reading of board policies BP 0520 School Accountability/School Improvement, BP 1340 Access to District Records, BP 3311 Bids, and BP 6146.3 College and Career Readiness Assessments.

Nome Public Schools  
PO Box 131  
Nome, AK 99762  
907-443-2231 – [www.nomeschools.org](http://www.nomeschools.org)

**Sample Motion: I move to approve the first reading of board policies BP 0520 School Accountability/School Improvement, BP 1340 Access to District Records, BP 3311 Bids, and BP 6146.3 College and Career Readiness Assessments.**

## **BP 1340 ACCESS TO DISTRICT RECORDS**

The School Board recognizes that state policy provides broad public access to district records. Public access shall not be given to records exempt from public disclosure by state or federal law or by the Board based on the need of the district to maintain confidential information.

(cf. [3580](#) – District Records)

(cf. [4112.6/4212.6/4312.6](#) – Personnel Records)

(cf. [4119.23/4219.23/4319.23](#) – Unauthorized Release of Confidential Information)

(cf. [5125](#) – Student Records)

(cf. [9011](#) – Disclosure of Confidential Information)

(cf. [9321](#) – Executive Sessions)

Any person shall have reasonable access, during regular business hours, to the public records of the schools and district. The Superintendent or designee shall establish regulations to authorize and facilitate public access to district records in accordance with law, to protect the security of district records, and to prevent interference with regular district operations. Records shall be maintained in accordance with the State of Alaska Model Records Retention Schedule for Alaska School Districts.

The district may charge for copies of public records or other materials requested by individuals or groups. The charge, based on actual costs of duplication, shall be determined by the Superintendent or designee.

*Legal Reference:*

### ALASKA STATUTE

[40.25.120](#) - [.220](#) Public Records Act

[14.03.115](#) Access to school records by parent, foster parent, or guardian

[14.14.090](#) Duties of school boards

[14.20.149](#) Employee evaluation

[14.43.930](#) Scholarship program information

[23.40.235](#) Public involvement in school district negotiations

[City of Kenai v. Kenai Peninsula Newspapers](#), 642 P2d 1316 (Alaska 1982)

[Anchorage School District v. Anchorage Daily News](#), 779 P2d 1191 (Alaska 1989)

### UNITED STATES CODE

[1232g](#) Family Educational Rights and Privacy Act of 1974

Revised (*approval date*)

Adopted: June 10, 2003

## BP 3311 BIDS

The district shall purchase equipment, supplies and services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the district to do so. The Superintendent or designee shall establish procedures to implement these requirements. Prior to any purchase, the District should review the federal funding award or grant to determine if it requires compliance with OMB's procurement procedures.

### **Purchases Made Under Federal OMB Funding Awards**

All bids under federal awards must be made in accordance with the standards set forth in [2 CFR 200.320](#), set forth below. One of the following five methods of procurement shall be used for each purchase under a federal award:

1. Micro-purchases: Less than \$50,000 (\$2,000 for purchases subject to the Davis-Bacon Act)
  - a. No competitive quotes required
  - b. Purchases should be spread among qualified suppliers
2. Small Purchases: Between \$50,000 and \$150,000
  - a. Rate quotes must be obtained from an adequate number of qualified sources
  - b. Quotes can be obtained from suppliers or from public websites
3. Sealed bids: Purchases more than \$150,000
  - a. Two or more qualified bidders are required
  - b. Bids must be publicly advertised and solicited from adequate suppliers
  - c. Lowest bidder for the fixed price contract with specific requirements shall be awarded the contract
  - d. Competitive Proposals: Purchases more than \$150,000
  - e. A written policy must be adopted for conducting technical evaluations of reviewing proposals and selecting the recipient
  - f. Sole Source: Purchases of any amount that meet one of the following four requirements
    - g. Good/service is only available from a single source
    - h. Only one source can provide the good/service in the time frame required
    - i. Written pre-approval from the Federal awarding agency
    - j. Competition is deemed inadequate, after solicitation attempts through one of the other methods

To ensure that good value is received for funds expended, specifications shall be carefully designed and shall describe in detail the quality, delivery and service required.

## **Minority Bidding**

When procuring contracts under federal awards set forth in [2 CFR 200.320](#), the District must take affirmative steps to utilize minority businesses, women's business enterprises, and labor surplus area firms when possible. Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs 1 through 5 of this section.

(cf. [9270](#) - *Conflict of Interest*)

(cf. [4030](#) – *Nondiscrimination in Employment*)

(cf. [3310](#) – *Purchasing Procedures*)

### *Legal Reference:*

#### ALASKA STATUTES

[14.14.060](#) *Relationship between borough school district and borough; finances and buildings*

[14.14.060](#) (h) *Procurement of supplies and equipment*

[14.14.065](#) *Relationship between city school district and city*

[14.03.085](#) *Procurement preference for recycled Alaska products*

[29.71.050](#) *Procurement preferences for recycled Alaska products*



[35.15](#) *Construction Procedures*

[36.15.020](#) *Insertion of clause in calls for bids and in contracts*

ALASKA ADMINISTRATIVE CODE

[4 AAC 31.080](#) *Construction and acquisition of public school facilities*

CODE OF FEDERAL REGULATIONS

[2 C.F.R. 200.317-326](#) *Procurement Standards*

COURT DECISIONS

[Fairbanks North Star Borough School District V. Bowers](#), 851 P.2d 56 (AK 1992)

Revised (*approval date*)

Adopted: June 10, 2003

**Nome Public Schools**

## **BP 6146.3 COLLEGE AND CAREER READINESS ASSESSMENTS**

The School Board shall provide for students to take college and career readiness assessments, as required by law and regulation. The exams shall be administered in accordance with state law and regulations. The taking of an assessment is not a requirement for a diploma.

(cf. [5127](#) - *Graduation Ceremonies and Activities*)

(cf. [6146.1](#) - *High School Graduation Requirements*)

(cf. [6146.4](#) - *Reciprocity on Graduation Requirements*)

(cf. [6146.5](#) - *Differential Requirements for Individuals with Exceptional Needs*)

(cf. [6162.5](#) - *Standardized Testing*)

The IEP team for a student with a significant cognitive disability may determine whether the student will take the assessment. The IEP team's determination should consider whether the assessment supports the transition plan set forth in the student's IEP.

*Legal Reference:*

### ALASKA STATUTE

[14.03.075](#) College and career readiness assessment; retroactive issuance of diploma

### ALASKA ADMINISTRATIVE CODE

[4 AAC 06.710](#) Statewide student assessment system

[4 AAC 06.718](#) College and career readiness assessment after student receives a certificate of achievement

[4 AAC 06.765](#) Test security; consequences of breach

[4 AAC 06.790](#) Definitions

*Revised (approval date)*

Adopted: June 10, 2003

**Nome Public Schools**

## SCHOOL BOARD COMMUNICATION

**Title:** Approval of Addendum to Alaska Education & Business Services Contract for Payroll Services

**Date:** March 8, 2022

**Administrator:** Jamie Burgess, Superintendent

**Attachments:** Addendum #1 to AKEBS Contract

**Action Needed**    **For Discussion**    **Information**    **Other**

## BACKGROUND INFORMATION

Due to the current employment market in Nome, the District has been having extreme difficulty finding qualified candidates to fill the Payroll Clerk position since the last individual left the position in November of 2021. The District has been utilizing a contracted individual through Alaska Education & Business Services since November on a temporary basis who has done an excellent job, and would like to make this service permanent through the FY23 school year. This would provide some stability and continuity to the position. Hopefully at the conclusion of the FY23 school year, the job market will have improved and the District can find a local qualified individual to fill the position at that time.

## ADMINISTRATIVE RECOMMENDATION

The administration recommends approval of the addendum to the Alaska Education & Business Services contract for the purpose of providing payroll services.

**Sample Motion: I move to approve the addendum to the Alaska Education & Business Services contract for the purpose of providing payroll services.**



[www.akebs.com](http://www.akebs.com)

## **ADDENDUM 1 to CONTRACT No. 2021-1004**

It is hereby understood that **Nome Public Schools (NPS)** has agreed to contract with **Alaska Education & Business Services, Inc. (AKEBS)** for the purpose of providing Payroll Services, as described in the Scope of Services on page 2. This is an Addendum to the existing Contract 2021-1004 between NPS and AKEBS.

**PERIOD OF ADDENDUM:**

This Addendum shall be effective from February 1, 2022 through June 30, 2023.

**PAYMENT:**

The above-described services will be performed by AKEBS at \$68,000 per year, or approximately \$5,666.66 per month.

Postage costs will be added at actual cost when payroll checks and vendor payments are mailed.

Payment will be made by NPS upon receipt of monthly invoice.

**Nothing contained herein is intended to establish an employee/employer relationship. No employee rights or benefits accrue as a result of performance under this MOA.**

AGREED THIS \_\_\_\_ Day of \_\_\_\_\_, 2022.

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**NOME PUBLIC SCHOOLS  
JAMIE BURGESS, Superintendent  
PO BOX 131  
NOME, AK 99762  
907.443.6191**

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**Alaska Education & Business Services, Inc.  
Genevieve Hollins, Vice-President  
1416 Carter Drive  
Royse City, TX 75189  
Alaska Business License #732107  
Federal ID # 20-3944964**

## **SCOPE OF SERVICES**

### **PAYROLL**

Process all personnel paperwork received from HR for all employees (contracted and classified)

Process the monthly and semimonthly paychecks and direct deposits

Process the EFTPS tax payments

Process all other payroll liabilities (health insurance, life insurance, union dues, PERS/TRS)

Process monthly group term life insurance

Prepare and maintain contribution reconciliations

Perform payroll accounting functions and maintain payroll records for monthly, quarterly and annual payroll reconciliations

Respond to employees' inquiries regarding payroll

Maintain payroll records in a consistent electronic format

Process required reporting

Process quarterly 941, Unemployment reports

Process annual W2s, W3s

Respond to employee questions regarding Gaming, provide packets, obtain final paperwork for files

## SCHOOL BOARD COMMUNICATION

**Title:** Approval of FY23 Teacher Contract

**Date:** March 8, 2022

**Administrator:** Jamie Burgess, Superintendent and Cynthia Gray, HR Manager

**Attachments:**

**Action Needed**     **For Discussion**     **Information**     **Other**

## BACKGROUND INFORMATION

Based on supervisory recommendations, the administration recommends that the non-tenured teacher listed below be offered an employment contract for the 2023-2023 school year. Staff noted with an asterisk will receive tenured status beginning in the 2023-2023 school year.

Douglas Coulter\*                      NBMHS

## ADMINISTRATIVE RECOMMENDATION

The administration recommends approval to issue a contract for the non-tenured teacher as listed for the 2022-2023 school year.

**Sample Motion: I move to approve issuing a contract for the non-tenured teacher as listed for the 2022-2023 school year.**