

ADOPTED MINUTES

OF THE

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Mission: "To graduate students with the skills and knowledge to be good citizens."

President, Sandy Shroyer-Beaver, called the 367th regular meeting of the Northwest Arctic Borough School District Board of Education to order at 4:30 p.m. on Tuesday, June 09, 2015 in the District Office Boardroom at Kotzebue, AK.

Members present were:

Brad Reich
Eunice Hadley
Margaret Hansen
Paula Mills
Angela Washington
Bobby Wells
Erica Nelson
Lawrence Jones Sr.
Tillie Ticket
Sandy Shroyer-Beaver
David Miller (telephonic)

A quorum was present.

Observed.

Those present participated in the Pledge of Allegiance.

Motion made by Paula Mills, seconded by Angela Washington to approve the agenda as revised. Revisions were to *add* NWABSD Memo 15-137 Approval of Six-Year Capital Improvement Plan for FY-17, and NWABSD Memo 15-138 Approval of the Selawik School Upgrade Projects and DEED Grant Applications.

Motion carried unanimously by voice vote.

Staff present were: Dr. Annmarie O'Brien-Superintendent, Ralph King-Assistant Superintendent, Paul Wood-Assistant Director of Technology, Patricia Hutcherson-Director of Curriculum/Instruction, Terry Martin-Director of Human Resources, Craig McConnell-Director of Property Services and Marie Gregg-Secretary for the Superintendent and Board.

Guests present were: Jerry Covey-Consultant, Kathy Christy-Consultant and Steve Garritson-Consultant, Alaska Education and Business Services, Inc.

Tiffany Scott: I want to introduce myself. I work for NANA as the Government Affairs Manager, and I will be attending meetings to keep informed. Thank you.

None.

None.

For the record, the following Board Committees met at Kotzebue on January 26, 2015: Budget, Technology, CTE, Board Policy, and Joint Maintenance/Construction.

None.

Board meeting minutes require Board adoption. The Board held a regular meeting on April 28, 2015. The administration recommended the Board adopt the proposed minutes as presented.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

INTRODUCTION OF STAFF

INTRODUCAITON OF GUESTS

PUBLIC COMMENTS

RECOGNITION & AWARDS

SUPERINTENDENT'S REPOR

COMMITTEE REPORTS

EXECUTIVE SESSION

APPROVAL OF MINUTES

Motion made by Erica Nelson, seconded by Bobby Wells to adopt the minutes of April 28, 2015 as presented.

Motion carried unanimously by voice vote.

The School Board adopts written policies governing the limit of purchasing authority delegated to the Superintendent or designee. The Superintendent/designee presents drafts or suggestions for Board Policy revisions when changes in law occur or when specific need occurs. This is adoption, at second reading for Board Policy 3300, Business and Non-instructional Operations, Expenditures/Expending Authority. As per BP 3300, the School Board recognizes that money and money management comprise the foundational support of the entire school program. To make that support as effective as possible, the Board intends to require advance planning to insure the best possible budget procedures and guide the expenditure of funds so as to derive the greatest possible educational returns. The efficiency of the Purchasing Department is directly affected by the policies and procedures under which it must operate. This policy was revised 14 years ago. Since that time inflation has caused the cost of supplies and equipment to increase substantially. The administration is finding that more and more often routine purchase orders exceed the \$25,000 limit of the Superintendent/designee's authority and must be brought to the School Board for approval prior to purchase. The Board, at the April 28th meeting, approved the first reading and open for public comments. To date, no comments have been received.

Board policy revisions require Board adoption. The School Board adopts written policies governing the limit of purchase order authority delegated to the Superintendent or designee. The Superintendent/designee presents drafts or suggestions for Board Policy revisions when changes in law occur or when specific need occurs. This is adoption, at second reading for Board Policy 3310, Business and Non-instructional Operations, Purchasing Procedures. The School Board desires to ensure that maximum value is received for money spent by the district. This policy was revised 14 years ago. Since that time inflation has caused the cost of supplies and equipment to increase substantially. The administration is finding that more and more often routine purchase orders exceed the \$25,000 limit of the Superintendent/designee's authority and must be brought to the School Board for approval prior to the order being processed. The Board, at the April 28th meeting, approved the first reading and open for public comments. To date, no comments have been received.

Board policy revisions require Board adoption. The School Board adopts written policies governing the bid process utilized by the district's purchasing department. The Superintendent/designee presents drafts or suggestions for Board Policy revisions when changes in law occur or when specific need occurs. This is adoption, at second reading for Board Policy 3311, Business and Non-instructional Operations, Bids. The School Board desires to ensure that maximum value is received for money spent by the district. The policy at issue determines which purchases orders shall be issued on the basis of quotes or formal bids. After careful consideration, the administration recommends that BP 3311 be revised to (1) require formal bidding procedures for purchase orders with an estimated cost of \$50,000 or more, and (2) require written quotes for purchase orders with an estimated cost of \$10,000 but less than \$50,000. This policy was revised 14 years ago. The Board, at the April 28th meeting, approved the first reading and open for public comments. To date, no comments have been received.

ACTION

ADOPTION OF BOARD POLICY REVISIONS; BP 3300, BUSINESS AND NON-INSTRUCTIONAL OPERATIONS, EXPENDITURES/EXPENDING AUTHORITY; SECOND READING

ADOPTION OF BOARD POLICY REVISIONS; BP 3310, BUSINESS AND NON-INSTRUCTIONAL OPERATIONS, PURCHASING PROCEDURES; SECOND READING

ADOPTION OF BOARD POLICY REVISIONS; BP 3311, BUSINESS AND NON-INSTRUCTIONAL OPERATIONS, BIDS; SECOND READING

Board policy revisions require Board adoption. The School Board adopts written policies governing the issuance of contracts/memoranda of agreements (MOA) by the Superintendent or designee. The Superintendent/designee presents drafts or suggestions for Board Policy revisions when changes in law occur or when specific need occurs. This is adoption, at second reading for Board Policy 3312, Business and Non-instructional Operations, Contracts/Memoranda of Agreements. The School Board desires to ensure that maximum value is received for money spent by the district. The policy at issue determines the amount for which the Superintendent is authorized to execute a contract or MOA on behalf of the district. This policy was revised 14 years ago. After careful consideration, the administration recommends that BP 3312 be revised to authorize the Superintendent or designee to execute contracts or MOA's in amounts not to exceed \$50,000. The Board, at the April 28th meeting, approved the first reading and open for public comments. To date, no comments have been received.

ADOPTION OF BOARD POLICY REVISIONS; BP 3312, BUSINESS AND NON-INSTRUCTIONAL OPERATIONS, CONTRACTS/MEMORANDA OF AGREEMENTS; SECOND READING

The School Board adopts written policies governing the purchase of supplies and equipment. The Superintendent/designee presents drafts or suggestions for Board Policy revisions when changes in law occur or when specific need occurs. This is adoption, at second reading for Board Policy BP 1330, Community Relations, Use of School Facilities. The revisions to Board Policy BP 1330, Community Relations, Use of School Facilities is designed to reflect this primary purpose: The primary purpose of the NWABSD school facilities is for the education of our children and for school related activities. When not in conflict with this primary purpose, facilities may be available for citizens and community groups to use. The use of school facilities may include civic, educational, cultural, and recreational purposes. The Board, at the April 28th meeting, approved the first reading and open for public comments. To date, no comments have been received.

ADOPTION OF BOARD POLICY REVISIONS; BP 1330, COMMUNITY RELATIONS, USE OF SCHOOL FACILITIES; FIRST READING

The Board Policy Committee and administration recommended the Board adopt, at second reading, the proposed revision to the following Board Policies: BP 3300, Business and Non-instructional Operations, Expenditures/Expending Authority; BP 3310, Business and Non-instructional Operations, Purchasing Procedures; BP 3311, Business and Non-instructional Operations, Bids; BP 3312, Business and Non-instructional Operations, Contracts/Memoranda of Agreements; and BP 1330, Community Relations, Use of School Facilities as presented.

ACTION

Motion made by Margaret Hansen, seconded by Erica Nelson to adopt, at second reading, the proposed revision to the following Board Policies: BP 3300, Business and Non-instructional Operations, Expenditures/Expending Authority; BP 3310, Business and Non-instructional Operations, Purchasing Procedures; BP 3311, Business and Non-instructional Operations, Bids; BP 3312, Business and Non-instructional Operations, Contracts/Memoranda of Agreements; and BP 1330, Community Relations, Use of School Facilities as presented.

Motion carried unanimously by voice vote.

Contracts exceeding \$25,000 require Board approval. Sylvia Reynolds is an experienced retired principal with active administrative credentials. She has assisted NWABSD in the past with supporting new principals and substituting as needed for principals. Ms. Reynolds has experience working with NWABSD and is familiar with our expectations, policies and procedures. Total amount, including travel, is for a total amount not to exceed \$34,500. The administration recommended the Board approve the Memorandum of Agreement for Sylvia Reynolds in the amount not to exceed \$34,500 as presented.

APPROVAL OF MEMORANDUM OF AGREEMENT; SYLVIA REYNOLDS

Motion made by Bobby Wells, seconded by Brad Reich to approve the Memorandum of Agreement for Sylvia Reynolds in the amount not to exceed \$34,500 as presented.

ACTION

Motion carried unanimously by voice vote.

Contracts exceeding \$25,000 requires Board approval. Richard Hebhardt is an experienced retired Superintendent with active administrative credentials. He has assisted NWABSD in the past with supporting new principals and providing site observations. Mr. Hebhardt has experience working with NWABSD and is familiar with our expectations, policies and procedures. Total amount, including travel, is for a total amount not to exceed \$32,900. The administration recommended the Board approve the Memorandum of Agreement for Richard Hebhardt, total amount not to exceed \$32,900 as presented.

APPROVAL OF
MEMORANDUM OF
AGREEMENT; RICHARD
HEBHARDT

Motion made by Eunice Hadley, seconded by Margaret Hansen to approve the Memorandum of Agreement for Richard Hebhardt, total amount not to exceed \$32,900 as presented.

ACTION

Motion carried unanimously by voice vote.

Board approval is required for contracts that exceed \$25,000. The NWASBD Administrative Services Department is in need of continued oversight, support and supervision July 1, 2015 through June 30, 2016. Steve Garritson from AK Education Business Services covered this position starting November 2014 and we intend to retain his services through June 30, 2016. Due to a contractual agreement, Mr. Garritson cannot be hired by a school district he is assigned to while employed with AK Business Education Services. As a result of this agreement our intent is to maintain the contract with AK Business Associates. However, he will be on site full-time with NWABSD, his only District to administer as opposed to conducting the majority of the business from the Anchorage office. The cost of his services full-time in Kotzebue is \$15,000 per month with an additional \$20,000 set aside for travel and supplies to be reimbursed upon receipt of invoices. The administration recommended the Board approve the contract with Alaska Education and Business Services, Inc. for the amount not to exceed \$200,000 as presented.

APPROVAL OF
MEMORANDUM OF
AGREEMENT; STEVE
GARRITSON

Contracts over \$25,000 require the approval of the Board. The current capital project management services contract with Project Resources (Kathy Christy) ends June 30, 2015 and needs to be renewed for the services to continue. Kathy Christy has successfully managed the NWABSD's capital improvement program since 1999. She has successfully overseen more than \$180 million in the planning, design and construction of the renovation of ten schools during that time. The renovation of the Alaska Technical Center Dormitory will continue into the coming fiscal year. The planning effort for the Kivalina replacement school will continue and District coordination with the evacuation road planning and design efforts is required. Evaluation and prioritization of the needs of the Davis-Ramoth School in Selawik is in progress with the potential of submission of a grant to the Department of Education and Early Development. There is also a potential of grant availability for teacher housing upgrades this coming fiscal year. The preparation and submission of DEED and AHFC grant applications will be a priority for this summer. Project Resources has an excellent record in securing grant funds to support District projects. Funding for this MOA will be from the capital projects themselves. The total contract is not to exceed \$90,000, includes the cost of both direct costs and reimbursable costs, such as travel and printing of grant applications. This amount is \$35,000 less than previous year's contracts as the District will have fewer active projects than in the past. The administration recommended Board approval of a Memorandum of Agreement with Project Resources, in an amount not to exceed \$90,000, for capital project management through June 30, 2016 as presented.

APPROVAL OF
MEMORANDUM OF
AGREEMENT; PROJECT
RESOURCES-KATHY
CHRISTY

Motion made by Tillie Ticket, seconded by Angela Washington to approve the contract with Alaska Education and Business Services, Inc. for the amount not to exceed \$200,000 and the MOA with Project Resources, in an amount not to exceed \$90,000, for capital project management through June 30, 2016 as presented.

ACTION

Motion carried unanimously by voice vote.

Purchases of over \$25,000 require the approval of the Board. NWABSD will have access to Carnegie Learning resources until June 2015. Those resources include access to software and textbooks via Carnegie's resource center. Once the license expires none of the student and teacher editions will be available for download and printing. The Carnegie Resource Center access is granted when the textbooks are purchased or covered through annual deferred inventories. The cost to renew the license with Carnegie Learning, which includes shipping, is a total cost of \$40,000. The administration recommended the Board approve the purchase of curriculum materials for Math from Carnegie Learning, at a total cost not to exceed \$40,000 as presented.

APPROVAL OF PURCHASE
FROM CARNEGIE
LEARNING

Motion made by Tillie Ticket, seconded by Margaret Hansen to approve the purchase of curriculum materials for Math from Carnegie Learning, at a total cost not to exceed \$40,000 as presented.

ACTION

Motion carried unanimously by voice vote.

Board approval is required to expend \$25,000 and higher. NWABSD would like to convert the old Kotzebue maintenance office building into a 10-plex teacher housing complex. The 8,460 square foot structure is well built and remains sound and is well suited to be converted into an apartment building. The apartment complex will have 4 efficiencies, 4 one bedroom units and 2 two bedroom units. The efficiencies will be 504 square feet, the one bedroom units will be 664 square feet and the two bedroom units will be 873 square feet. Each apartment will have its own side by side washer and dryer. The only shared common areas will be hallways and stair landings. The old maintenance office building has asbestos existing in the floor tiles, paint and insulation throughout the building that will have to be abated before construction can begin. The abatement will occur during the summer/fall of 2015. The building materials for this project will arrive on the final barge in summer 2015 and construction will occur during the 2015-16 school year. The apartments will be ready for occupancy in August 2016. The cost to convert the old Kotzebue maintenance office building into a 10-plex teacher apartment complex is \$2,052,000. The purchase of the materials for this project are from Spenard Builders Supply for an amount not to exceed \$750,000 and to contract with Alaska Abatement to abate and dispose of asbestos for an amount not to exceed \$200,000. The administration recommended the Board approve the request to expend \$2,052,000 to convert the old Kotzebue maintenance office building into a 10-plex teacher housing complex, approval to purchase the materials for this project from Spenard Builders Supply for an amount not to exceed \$750,000 and contract with Alaska Abatement to abate and dispose of asbestos for an amount not to exceed \$200,000 as presented.

APPROVAL TO CONVERT
THE OLD MAINTENANCE
BUILDING INTO TEACHER
HOUSING COMPLEX

Motion made by Angela Washington, seconded by Bobby Wells to approve the request to expend \$2,052,000 to convert the old Kotzebue maintenance office building into a 10-plex teacher housing complex, approval to purchase the materials for this project from Spenard Builders Supply for an amount not to exceed \$750,000 and contract with Alaska Abatement to abate and dispose of asbestos for an amount not to exceed \$200,000 as presented.

ACTION

Motion carried unanimously by voice vote.

Contracts over \$25,000 require the approval of the Board. Laptops are needed to support student learning in Selawik. The laptops will allow teachers to administer electronic standardized testing in their classroom. Additionally, many teachers district-wide require a tech refresh on their staff laptops. These laptops can be purchased together with the laptops for standardized testing in Selawik to increase the overall discount we can receive from Apple Inc. Funds will come from the Technology Capital Improvement Project fund balance that is available. The administration recommended the Board approve the purchase from Apple Inc., and budget transfer not to exceed \$50,000 as presented.

APPROVAL OF PURCHASE
FROM APPLE INC.

Motion made by Tillie Ticket, seconded by Brad Reich to approve the purchase from Apple Inc., and budget transfer not to exceed \$50,000 as presented.

ACTION

Motion carried unanimously by voice vote.

Purchases over \$25,000 require the approval of the Board. The SMARTBoard technology in our schools is nearing end of life and needs to be replaced. The district has created a 2-phase plan to efficiently replace aging SMARTBoards. Each phase consists of purchases which maximize bulk/shipping discounts. The new SMARTBoards will enhance current capabilities in the classroom and reduce operating/maintenance costs. Quotes for the purchases of phase-2 SMARTBoard refresh was received from the Chariot Group. Chariot Group is the SMARTBoard Technology Company, from which the purchases will be made. The budget needed for the purchase of SMARTBoard interactive flat panel systems and the associated installation costs is not to exceed \$675,000. Funds will come from the Technology Capital Improvement Project fund balance that is available. The administration recommended the Board approve the purchase from Chariot Group for the SMARTBoard interactive flat panel systems and the associated installation costs, total amount not to exceed \$675,000 as presented.

APPROVAL OF PURCHASE
FROM CHARIOT GROUP

Motion made by Margaret Hansen, seconded by Brad Reich to approve the purchase from Chariot Group for the SMARTBoard interactive flat panel systems and the associated installation costs, total amount not to exceed \$675,000 as presented.

ACTION

Motion carried unanimously by voice vote.

Contracts over \$25,000 require the approval of the Board. E-Rate Central provides consulting services to ensure the E-Rate program is followed and all proper documentation is in order and filed in a timely manner when procuring E-Rate qualified services. The discounted E-Rate qualified services provided to the district are utilized daily by staff and students. These services provide Internet connectivity to schools in the district. E-Rate Central is critical for timely and accurately filing of required E-Rate paperwork and greatly reduces district expenses. Total cost for E-Rate Central consulting services is \$59,000. The administration recommended Board approval of the E-Rate Central Consulting Services contract for \$59,000 and associated budget transfer from the general operating fund as presented.

APPROVAL OF
MEMORANDUM OF
AGREEMENT; E-RATE
CENTRAL CONSULTING
SERVICES

Motion made by Bobby Wells, seconded by Brad Reich to approve the E-Rate Central Consulting Services contract for \$59,000 and associated budget transfer from the general operating fund as presented.

ACTION

Motion carried unanimously by voice vote.

The School Board shall establish and maintain a balanced budget. The FY-16 School Operating Fund budget is being presented at this time after the funding commitment was submitted to the Northwest Arctic Borough on April 29, 2015 to fund education at the Required Local amount. The attached documents that are being presented will be reviewed and discussed in detail at the school board meeting. In Summary, Revenues total: \$60,656,623, this includes local, state and federal dollars from a projected student count of 2,013. Expenditures total: \$60,654,217, this includes all the expenditures for Instruction, Special Education, Support Services, Administration, Operations & Maintenance, Student Activities, and Other Financing uses. Ending Fund Balance as of June 30, 2016: \$5,701,019. The administration recommended the Board adopt the FY-16 School Operating Fund Budget as presented.

ADOPTION OF FY-16
SCHOOL OPERATING
FUND BUDGET

Motion made by Tillie Ticket, seconded by Eunice Hadley to adopt the FY-16 School Operating Fund Budget as presented.

ACTION

Motion carried unanimously by voice vote.

During the school year 2012-2013 the school district contracted with NANA Management Services (NMS) to provide preparation and serving of breakfasts and lunches serves in all school facilities. The contract provides for an annual renewal option of up to four (4) additional one year periods. 2015-2016 will be the fourth additional year option. We have received renewal proposal from NMS. Current price for breakfast: \$4.01 and lunch: \$7.41. New price for breakfast: \$4.13 with a .12 increase and new price for lunch: \$7.64, with a .23 increase. This represents an increase above the current year contract amount; the increase is reflective for a CPI of Food based out Seattle of 3.1%. The administration recommended the Board approve the contract renewal with NMS for the 2015-16 School Food Service Program as presented.

APPROVAL OF SCHOOL
FOOD SERVICE
PROGRAM CONTRACT
RENEWAL; NANA
MANAGEMENT SERVICES

Board approval is required for all purchases over \$25,000. The district entered in contracted service with NANA Management Services (NMS) to provide custodial services in all district facilities. The contract provides for an annual renewal option of up to four (4) additional one year periods. 2015 -2016 will be the fourth additional year option. Secondly, the contract allows for an annual increase cost not to exceed the Consumer Price Index (CPI) for Anchorage Alaska for the period of January to January as a published rate from the Bureau of Labor and Statistic for a rate increase of 1.5%. The estimated contract for NMS for school year 2015-2016 is \$1,743,127.47. The administration recommended the Board approve the contract renewal with NMS for custodian services, amount not to exceed \$1,743,127.47 as presented.

APPROVAL OF
CUSTODIAN SERVICES
CONTRACT RENEWAL;
NANA MANAGEMENT
SERVICES

Board approval is required for all purchases over \$25,000. The school district has contracted with NANA Management Services (NMS) to provide preparation and serving of breakfasts, lunches, and dinner for the ATC facilities. The contract provides for an annual renewal option of up to four (4) additional one year periods. 2015-2016 will be the fourth additional year option. The renewal proposal presented by NMS was a change to a cost plus fee contract or billing at the average number of meals we represented in the RFP. The total cost in the RFP is calculated cost of \$240,513, when analyzing the cost plus fee contract option the annual amount would be approximately \$105,000. Therefore it is of benefit to continue with the cost plus fee contract, as outlined in the attached letter from Nana Management Services. The administration recommended the Board approve the contract renewal with NMS for the ATC Food Service Program, for school year 2015-2016 as presented.

APPROVAL OF ATC FOOD
SERVICES PROGRAM
CONTRACT RENEWAL;
NANA MANAGEMENT
SERVICES

Motion made by Erica Nelson, seconded by Margaret Hansen to approve the contract renewal with NMS for the 2015-16 School Food Service Program; approve the contract renewal with NMS for custodian services, amount not to exceed \$1,743,127.47; and approve the contract renewal with NMS for the ATC Food Service Program, for school year 2015-2016 as presented.

ACTION

Motion carried unanimously by voice vote.

On a monthly basis the administration requests Board approval of all new hires, rehires, position reclassifications and the revision of job descriptions for Human Resources. In addition, the administration informs the Board of resignations and terminations of employees throughout the District.

HUMAN RESOURCES

The administration recommended the Board approve the classified new hires at the Kobuk School, Kotzebue Middle/High School, Shungnak School, and District Office; certified new hires at the Ambler School, Buckland School, Deering School, June Nelson Elementary School, Kiana School, Kobuk School, Kotzebue Middle/High School, Noatak School, and Selawik School; classified contracted rehires at the District Office and Alaska Technical Center; and Director contracted rehires at the District Office as presented.

Administration reported on the classified resignations at the Ambler School, Kotzebue Middle/High School, Alaska Technical Center, and Magnet School; classified transfer from Kotzebue Middle/High School to the District Office; and certified resignations at the Ambler School, Deering School, Kiana School, June Nelson Elementary School, Kotzebue Middle/High School, Selawik School, and Shungnak School.

Motion made by Bobby Wells, seconded by Paula Mills to approve the classified new hires, certified new hires, classified contracted rehires and the Director contracted rehires as presented.

Motion carried unanimously by voice vote.

Department of Education and Early Development (DEED) School Construction Grant applications for FY-17 are due September 1, 2015 and Board approval of the Capital Improvement Plan (CIP) priorities is a requirement of the application process. The Six-Year CIP is a DEED grant requirement. The CIP is used to prioritize projects and establish the order of construction for District capital improvement projects. The School Board annually updates the Six-Year CIP. At the June 8th meeting of the Joint Maintenance/Construction Committee (JMCC), the Committee recommended funding two projects for the Selawik School, and that DEED grant applications be submitted requesting reimbursement of the cost of these projects: 1.) Life/safety project to correct sewer line problems and replace hazardous wire glass; and 2.) Protection of structure project to replace exterior windows that can no longer be maintained. These two projects are recommended for submission as FY-17 grant applications on the updated Six-Year CIP. The administration recommended the Board approve the FY-17 Six Year Capital Improvement Plan project priorities as presented.

Motion made by Erica Nelson, seconded by Paula Mills to approve the FY-17 Six Year Capital Improvement Plan project priorities as presented.

Motion carried unanimously by voice vote.

Capital Improvement Projects and grant applications to the Department of Education and Early Development (DEED) require approval of the Board. In January, the Board allocated \$175,000 for preliminary planning of Selawik improvements. As a first step Burkhardt Croft Architects conducted a facility and condition survey evaluating educational, architectural, mechanical and electrical deficiencies of the school. A team inspected the building and met with staff, students and community. The following is a brief overview of the survey findings which was discussed by the Joint Maintenance/Construction Committee (JMCC) at the June 8th meeting. Space: The survey found overcrowded classrooms. Using DEED space formulas, the school is only projected to be at 103% of capacity. At this time, an expansion project will score very low for a competitive grant. The bond reimbursement program, which is not competitive, has been put on hold for five years. However, there are opportunities for better use of space within the existing footprint of the building. Five potential areas to convert underutilized areas into classrooms were identified. The Maintenance Department just completed modification of three of these areas into instructional space. This will be a significant improvement to the operation of the school. Life Safety: The worst deficiency is a sewer leak in the southeast portion of the building. Although the most serious portion of the problem was corrected by maintenance, there is still a strong odor in that portion of the building. To fully resolve the problem, the underbuilding soffit and insulation need to be removed, the materials replaced and the piping thoroughly examined and repaired. Maintenance found a large section of corroded pipe and it is possible that there are additional damaged areas. There is also a significant insect problem associated with this issue. A second life safety issue is wire glass throughout the corridors. This type of glass was once required by code. It is now a hazard as it breaks rather easily into sharp pieces. This glass is a liability and should be replaced with tempered safety glass. There have been instances of school districts being held liable for injuries related to wire glass breakage.

HUMAN RESOURCES
(CONTINUED)

ACTION

APPROVAL OF SIX-YEAR
CAPITAL IMPROVEMENT
PLAN FOR FY-17

ACTION

APPROVAL OF THE
SELAWIK SCHOOL
UPGRADE PROJECTS AND
DEED GRANT
APPLICATIONS

The construction cost of these two corrective actions is estimated at \$150,000, with a total project cost of \$187,500. Protection of Structure: At the JMCC meeting, Property Services Director, Craig McConnell, brought attention to another deficiency noted in the report. The hardware on the existing windows has reached the end of its useful life. Alaska Windows, once the state-of-the art in arctic window construction, are no longer manufactured and there are no replacement parts available. As the hardware fails, the immediate solution is to screw the window shut. The windows also leak, which leads to water damage and structural deterioration. The long term solution is replacement of the windows. The construction cost of this work is estimated at \$100,000 with a total project cost of \$125,000. Funding: The District has a capital construction fund balance that can cover the \$250,000 in construction costs. The \$62,500 in overhead costs associated with the projects can be funded from the \$175,000 already approved for Selawik planning. This amount will be applied to the 20% local share requirement. The grant applications will request reimbursement of the total project costs incurred by the District. When reimbursement is eventually received the funds can be applied toward other future projects. Recommendation: The JMCC unanimously supported that corrective action be taken and that grant applications be submitted to DEED for the FY-17 grant cycle for reimbursement of the costs of the above work. One application would be submitted as a life safety upgrade project on the school construction list for \$187,500 to correct both the sewer problem and replacement of wire glass. The other application would be a \$125,000 major maintenance request for the window replacement. The two grant requests will total \$312,500. The administration recommended approval of the allocation \$250,000 for construction costs for improvements to the Selawik School and the submission of grant applications to DEED for the reimbursement of the total project costs of \$312,500 as presented.

APPROVAL OF THE
SELAWIK SCHOOL
UPGRADE PROJECTS
AND DEED GRANT
APPLICATIONS
(CONTINUED)

Motion made by Erica Nelson, seconded by Bobby Wells to approve the allocation \$250,000 for construction costs for improvements to the Selawik School and the submission of grant applications to DEED for the reimbursement of the total project costs of \$312,500 as presented.

ACTION

Motion carried unanimously by voice vote.

Motion made by Erica Nelson, seconded by Brad Reich to go into Executive Session to discuss subjects that tend to prejudice the reputation and character of any person.

EXECUTIVE SESSION

Motion carried unanimously by voice vote.

Board Member, David Miller was excused.

Executive session began at 5:00 p.m.

Executive session ended at 7:18 p.m.

The next Regular Board Meeting of the NWABSD Board of Education is at the Call of the President.

DATE AND TIME OF NEXT
BOARD MEETING

Motion made by Brad Reich, seconded by Angela Washington to adjourn.

ADJOURNMENT

Motion carried unanimously by voice vote.

The meeting adjourned at 7:20 p.m.

Paula M. Mills
fa _____
Tillie Ticket, Secretary

Marie L. Nelson-Gregg

Marie L. Nelson-Gregg, Recording Secretary