

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: August 26, 2025

FR: Office of the Superintendent

SUBJECT: Human Resources
Report

James Stewart, Director of Human Resources, reports on the following:

We are currently reviewing student numbers, staffing numbers, and student-to-staff ratios.

Earlier this month, we successfully filled all certified positions; however, some of our new hires will not be able to arrive in their villages until October, so we are currently seeking long-term substitutes for those classes. We have six employees who are getting their visa's and one other teacher who will not be able to arrive until about the same time.

The HR staff has been highly supportive and patient with their new HR Director, who is trying to learn the job on the fly. Sadly, Qutan Lambert has resigned, and we are currently advertising for that position.

Negotiations are ongoing with the union.

The HR Team is working diligently to update files, create new files for new staffing, and close out files of staff who have left or will be going. A lot is involved in onboarding new staff such as background checks, completed applications, document completion needed for the business office, etc. The HR Team maintains ongoing files of returning staff by updating transcripts, certifications, and visa information.

We are having some issues with our insurance. The NWABSD was informed that there would be no significant changes to benefits and costs for our staff when we switched from Meritain to Premera Insurance, however, our members are experiencing significant changes. We are at the beginning stages of gathering information and preparing to speak with Premera Insurance.

ACTION ITEM ON THE AGENDA

NWABSD Memo , Approval of Human Resources:

The administration recommends that the Board approve the classified new hires, certified new hires and certified rehires as presented. Please see NWABSD Memo 19-054.