



NORTH SLOPE BOROUGH SCHOOL DISTRICT

MEMORANDUM

TO: Robyn Burke, President
Members of the School Board

THROUGH: David Vadiveloo, Chief School Administrator/Superintendent

FROM: Chelsie Overby, Board Secretary

DATE: October 10, 2023

SUBJECT: Board Reorganization



Memo No. SB24-050
(Action Item)

NSBSD Strategic Plan Goal:

N/A Operational

Recommendation:

Below are the suggested action steps to assist in this re-organization during the Board's reorganizational meeting taken from Robert's Rules of Order handbook.

Issue Summary:

Nomination of Board President:

1. Board Member will move to reorganize with a Second:

"I move that the Superintendent act as Chairman of the School Board's Reorganization meeting and election of president."

2. Board Clerk should announce after the motion carries:

"Superintendent will now take the chair."

3. Superintendent has taken the chair, announce:

"The first order of business is the election of a Board President. Do I hear a motion to open the floor for nominations for the office of the President?"

4. Board Members will move, second, and carry the motion.

5. Superintendent will formally announce:

"The floor is now open for nominations for the office of the President."

NOTE: Nominations for officers do not require a second.

6. Superintendent will announce the names of nominees from Board members as:

"_____ is nominated."

7. Superintendent will question:

"Are there further nominations for the office of President?"

8. Superintendent will request for nominations to close if there are no more nominations as:

"Do I hear from the Board to close the nominations for the office of the President?"

9. Superintendent will announce:

“unless it is a unanimous consent, a roll call vote or paper ballot is necessary.”

- ◆ Repeat the names of the nominees
- ◆ Board Secretary for roll-call vote or paper ballot (Requested by members)
 - Paper Ballots will be read aloud
- ◆ Announce results

Board Bylaw 9324, Board Minutes, states, “Individual votes shall be recorded unless the action is unanimous.

10. Superintendent will announce:

“Board President _____ will now take the chair.”

11. The elected President may speak on their position as President.

Nomination of Board Clerk:

1. Board President will announce:

“The second order of business is the election of a Board Clerk.”

2. Board Member will move with a Second:

“I move to open the nominations for Board Clerk.”

3. Board President should formally announce after the motion carries:

“The floor is now open for nominations for the office of the Board Clerk.”

4. Board President will formally announce:

“The floor is now open for nominations for the office of the Board Clerk.”

NOTE: Nominations for officers do not require a second.

5. Repeat lines 6-11 as outlined above until the Board Clerk is elected.

President will announce the names of nominees from Board members as:

“_____ is nominated.”

President will question:

“Are there further nominations for the office of Clerk?”

President will request for nominations to close if there are no more nominations as:

“Do I hear from the Board to close the nominations for the office of the Clerk?”

President will announce:

“unless it is a unanimous consent, a roll call vote or paper ballot is necessary.”

- ◆ Repeat the names of the nominees
- ◆ Board Secretary for roll-call vote or paper ballot (Requested by members)
 - Paper Ballots will be read aloud
- ◆ Announce results

Board Bylaw 9324, Board Minutes, states, “Individual votes shall be recorded unless the action is unanimous.