



**NORTH SLOPE BOROUGH SCHOOL DISTRICT**  
**M E M O R A N D U M**

**TO:** Robyn Burke, President  
Members of the School Board

**THROUGH:** David Vadiveloo, Chief School Administrator *DsV*  
DsV

**FROM:** Dr. Bobby Bolen, Director of Human Resources *BB*  
BB

**DATE:** February 9, 2023

**SUBJECT: Recruitment Update**

**Memo No. SB23-117**  
**Information Item**

---

**NSBSD Strategic Plan Goal:**

3.0 Staff Success: Strengthen the recruitment and retention of highly effective staff and inspire more Iñupiaq teachers and administrators.

**Issue Summary:**

Board Policy 4111 Recruitment and Selection (Certificated Personnel) states:

The District shall employ the most highly qualified person available for each open position. The Superintendent or Designee shall develop recruitment and selection procedures to ensure that every effort is made to find and hire fully qualified teachers for all classrooms, which include:

1. Assessment of the district's needs to determine those areas where specific skills, knowledge and abilities are lacking;
2. Development of job descriptions that accurately portray the position, including requirements that a teacher be highly qualified in accordance with federal and state law;
3. Dissemination of vacancy announcements to ensure a wide range of candidates, when necessary;
4. Screening procedures that will identify the best possible candidate for interviews;
5. Interview procedures will determine the best qualified candidate for recommendation to the Board.

Staff members involved in the selection process shall recommend only those candidates who meet all qualifications established by law and the Board for a particular position. Nominations for employment shall be based upon appropriate screening devices, interviews, observations, recommendations from previous employers, background and reference checks, and any requirement of applicable collective bargaining agreements.

**Teacher Retention Rate:**

Measure	SY16	SY17	SY18	SY19	SY20	SY21	SY22
Retention Rate	73%	71%	75%	73%	73%	71%	63%

**Status as of January 13, 2023 by site:**

<b>Site:</b> Ipalook Elementary School, Utqiagvik					
<b># of FTE's in FY22:</b>	45				
<b># of FTE's in FY23:</b>	44				
<b>Total Vacancies:</b>	1 Principal and 7 Teachers				
<b>Previously vacant / mid-year resignation:</b>	3	2	<b>Filled Teachers</b>	0	
<b>End of year resignations / declined:</b>	4		<b>Filled Administrators</b>	1	
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0	
<b>New position:</b>	0		<b>LOI's</b>	0	
<b>Transfer out:</b>	0		<b>Transfer In</b>	0	
<b>Coverage by Certified LTS:</b>	7				
<b>Total remaining to fill:</b>	1 Principal and 7 Teachers				

<b>Site:</b> Hopson Middle School, Utqiagvik					
<b># of FTE's in FY22:</b>	23.5				
<b># of FTE's in FY23:</b>	23				
<b>Total Vacancies:</b>	5 Teachers				
<b>Previously vacant / mid-year resignation:</b>	3	1	<b>Filled Teachers</b>	0	
<b>End of year resignations / declined:</b>	1		<b>Filled Administrators</b>	0	
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0	
<b>New position:</b>	0		<b>LOI's</b>	0	
<b>Transfer out:</b>	0		<b>Transfer In</b>	0	
<b>Coverage by Certified LTS:</b>	3				
<b>Total remaining to fill:</b>	<b>5 Teachers</b>				

Notes: 2 positions are split HMS/BHS

Site: Barrow High School, Utqiagvik					
# of FTE's in FY22:	23.5				
# of FTE's in FY23:	23.5				
Total Vacancies:	1 Principal and 5 Teachers				
Previously vacant / mid-year resignation:	4	0	Filled Teachers	0	
End of year resignations / declined:	3		Filled Administrators	0	
Contract not offered / not yet offered:	0		Eliminated:	0	
New position:	0		LOI's	0	
Transfer out:	0		Transfer In	0	
Coverage by Certified LTS:	3				
Total remaining to fill:	1 Principal and 5 Teachers				

Notes: 2 positions are split BHS/HMS

<b>Site:</b> Kiita Learning Community, Utqiagvik					
<b># of FTE's in FY22:</b>	5.5				
<b># of FTE's in FY23:</b>	5				
<b>Total Vacancies:</b>	1 Teacher				
<b>Previously vacant / mid-year resignation:</b>	1	0	<b>Filled Teacher</b>	0	
<b>End of year resignations / declined:</b>	N/A		<b>Filled Administrator</b>	0	
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0	
<b>New position:</b>	0		<b>LOI's</b>	0	
<b>Transfer out:</b>	0		<b>Transfer In</b>	0	
<b>Coverage by Certified LTS:</b>	1				
<b>Total remaining to fill:</b>	1 Teacher				

<b>Site: Alak School, Wainwright</b>				
<b># of FTE's in FY22:</b>	19			
<b># of FTE's in FY23:</b>	18			
<b>Total Vacancies:</b>	6 Teachers			
<b>Previously vacant / mid-year resignation:</b>	6	0	<b>Filled Teachers</b>	0
<b>End of year resignations / declined:</b>	1		<b>Filled Administrator</b>	0
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0
<b>New position:</b>	0		<b>LOI's</b>	0
<b>Transfer out:</b>	0		<b>Transfer In</b>	0
<b>Coverage by Certified LTS:</b>	5			
<b>Total remaining to fill:</b>	<b>6 Teachers</b>			

<b>Site: Nunamiut School, Anaktuvuk Pass</b>				
<b># of FTE's in FY22:</b>	14			
<b># of FTE's in FY23:</b>	14			
<b>Total Vacancies:</b>	1 Administrator, 7 Teachers and 1 Counselor			
<b>Previously vacant / mid-year resignation:</b>	7	2	<b>Filled Teachers</b>	0
<b>End of year resignations / declined:</b>	1		<b>Filled Administrator</b>	0
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0
<b>New position:</b>	0		<b>LOI's</b>	0
<b>Transfer out:</b>	0		<b>Transfer In</b>	0
<b>Coverage by Certified LTS:</b>	6			
<b>Total remaining to fill:</b>	<b>1 Administrator, 7 Teachers and 1 Counselor</b>			

<b>Site: Meade River School, Atkasuk</b>				
<b># of FTE's in FY22:</b>	12			
<b># of FTE's in FY23:</b>	12			
<b>Total Vacancies:</b>	2 Teachers and 1 Counselor			
<b>Previously vacant / mid-year resignation:</b>	4	0	<b>Filled Teachers</b>	1
<b>End of year resignations / declined:</b>	N/A		<b>Filled Administrators</b>	0
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0
<b>New position:</b>	0		<b>LOI's</b>	0
<b>Transfer out:</b>	0		<b>Transfer In</b>	0
<b>Coverage by Certified LTS:</b>	2			
<b>Total remaining to fill:</b>	<b>2 Teachers and 1 Counselor</b>			

<b>Site: Harold Kaveolook School, Kaktovik</b>				
<b># of FTE's in FY22:</b>	10			
<b># of FTE's in FY23:</b>	10			
<b>Total Vacancies:</b>	1 Counselor and 1 Teacher			
<b>Previously vacant / mid-year resignation:</b>	0	0	<b>Filled Teachers</b>	0
<b>End of year resignations / declined:</b>	1		<b>Filled Administrators</b>	0
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0
<b>New position:</b>	0		<b>LOI's</b>	0
<b>Transfer out:</b>	0		<b>Transfer In</b>	0
<b>Coverage by Certified LTS:</b>	0			
<b>Total remaining to fill:</b>	<b>1 Counselor and 1 Teacher</b>			

<b>Site: Nuiqsut Trapper School</b>				
<b># of FTE's in FY22:</b>	19			
<b># of FTE's in FY23:</b>	17			
<b>Total Vacancies:</b>	1 Principal , 1 Assistant Principal, 4 Teachers and 1 Counselor			
<b>Previously vacant / mid-year resignation:</b>	4	1	<b>Filled Teachers</b>	0
<b>End of year resignations / declined:</b>	2		<b>Filled Administrator</b>	0
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0
<b>New position:</b>	0		<b>LOI's</b>	0
<b>Transfer out:</b>	0		<b>Transfer In</b>	0
<b>Coverage by Certified LTS:</b>	5		<b>Coverage by Elevate:</b>	0
<b>Total remaining to fill:</b>	<b>1 Principal , 1 Assistant Principal, 4 Teachers and 1 Counselor</b>			

<b>Site: Tikigaq School, Point Hope</b>				
<b># of FTE's in FY22:</b>	24			
<b># of FTE's in FY23:</b>	26			
<b>Total Vacancies:</b>	1 Administrator and 1 Teacher			
<b>Previously vacant / mid-year resignation:</b>	2	0	<b>Filled Teacher</b>	0
<b>End of year resignations / declined:</b>	N/A		<b>Filled Administrator</b>	0
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0
<b>New position:</b>	2		<b>LOI's</b>	0
<b>Transfer out:</b>	0		<b>Transfer In</b>	0
<b>Coverage by Certified LTS:</b>	3			
<b>Total remaining to fill:</b>	<b>1 Administrator and 1 Teacher</b>			

<b>Site: Kali School, Point Lay</b>				
<b># of FTE's in FY22:</b>	13			
<b># of FTE's in FY23:</b>	13			
<b>Total Vacancies:</b>	5 Teachers and 1 Counselor			
<b>Previously vacant / mid-year resignation:</b>	3	2	<b>Filled</b>	0
<b>End of year resignations / declined:</b>	N/A		<b>Filled Administrator</b>	0
<b>Contract not offered / not yet offered:</b>	0		<b>Eliminated:</b>	0
<b>New position:</b>	0		<b>LOI's</b>	0
<b>Transfer out:</b>	0		<b>Transfer In</b>	0
<b>Coverage by Certified LTS:</b>	6			
<b>Total remaining to fill:</b>	<b>5 Teachers and 1 Counselor</b>			

<b>Site: NSBSD Totals</b>	
<b># of FTE's in FY22:</b>	<b>207.5</b>
<b># of FTE's in FY23:</b>	<b>206</b>
<b>Total Vacancies:</b>	<b>2 Administrators and 35 Teachers and 2 Counselors</b>

#### Job Fairs:

Tentative: Alaska Teacher Placement Job Fair February 24, 2023.

Signature: *Ds Vadiveloo*  
Ds Vadiveloo (Feb 6, 2023 17:28 AKST)

Email: david.vadiveloo@nsbsd.org

Signature: *Bobby Bolen*  
Bobby Bolen (Feb 6, 2023 19:32 EST)

Email: Bobby.Bolen@nsbsd.org