

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** April 29, 2025

**NUMBER:** 25-094

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BB 9223  
Board Vacancies; Second  
Reading

**STRATEGIC PLAN/BOARD GOAL:**

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

**ABSTRACT:**

Board policy revisions require Board approval.

**ISSUE:**

At issue is to approve the second reading of the proposed revisions to BB 9223 Board Vacancies.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The Superintendent/designee presents drafts or suggestions for board policy revisions when the law changes or specific needs occur. Policy revisions shall normally be given two readings prior to adoption by the Board.

This is the second reading of the proposed revisions to BB 9223 Board Vacancies within the Board Bylaw series.

This update includes 2007 updates from AASB clarifying the process for filling a vacancy. The board recommended that the bylaw be reviewed.

The Board Policy Committee reviewed the proposed changes and recommends approval.

**ALTERNATIVES:**

1. Approve the second reading of the proposed revisions to BB 9223 Board Vacancies as presented;
2. Do not approve the second reading of the proposed revisions to BB 9223 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the second reading of the proposed revisions to BB 9223 Board Vacancies as presented.

## BB 9223 BOARD VACANCIES

Note: The following provisions apply to school boards pursuant to AS 14.08.045. Item 1 below could apply to a write-in candidate whose qualifications were not verified prior to election or to a district employee who fails to resign their employment after election.

The School Board may declare a regional school board seat vacant if the person elected:

1. fails to qualify for Board membership within 30 days of certification of the election,
2. refuses to take office,
3. resigns,
4. is convicted of a felony involving moral turpitude or a violation of the oath of office while serving as a School Board member,
5. no longer resides within the boundaries which he/she was elected to represent and a two-thirds vote of the Board declares the seat vacant.

*(cf. 9220 - School Board Election)*

Note: The following is provided for borough and city school boards and may be revised as appropriate.

The school board shall declare a vacancy on the Board for any actions which disqualify a member from service in accordance with state laws and local ordinances.

**Note:** A.S. 14.14.080 allows a school board to declare a board vacancy when a member fails to attend three consecutive regular board meetings without being excused by the Board President.

Three consecutive unexcused absences from regular board meetings shall be sufficient cause for the Board to declare a Board vacancy.

*(cf. 9121 - President)*

*cf. 9320 - Meetings)*

### Appointment to the Board

Note: The following optional bylaws may be deleted or revised as desired.

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Advertise the vacancy in suitable local media.
2. Solicit applications or nominations of any legally qualified citizen interested in serving on the School Board.
- 1.3. Provide candidates with appropriate information regarding Board member responsibilities.
- 2.4. Announce names of candidates and accept public input either in writing or at a public meeting.
- 3.5. Interview the candidates at a public meeting.
- 4.6. Select the provisional appointee by majority vote at a public meeting.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

*Legal Reference:*

ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.08.045](#) *Vacancies*

[14.08.081](#) *Recall*

[14.12.070](#) *Vacancies*

[14.14.080](#) *Declaring a school board vacancy*

[29.26.240 - 29.26.360](#) *Recall*

*Adoption Date: May 23, 1995*

*Revised:*

**Northwest Arctic Borough School District**