



NORTH SLOPE BOROUGH SCHOOL DISTRICT MEMORANDUM

TO: John Hopson Jr., President
Members of the Board

THROUGH: David Vadiveloo, Superintendent 
Dsv

FROM: Loretta Ebnet, Director of Human Resources 
Loretta Ebnet

DATE: March 4, 2025

SUBJECT: Plant Manager Contracted Increase

Memo No. SB25-144
(Action Item)

NSBSD Strategic Plan Summary:

Staff Support & Professional Development

Goal 6: Build and sustain a thriving workforce aligned with the mission of this District

NSBSD Policy Manual:

BP 4151, Salary Guides – Exempt Employees: An exempt employee must meet certain tests regarding their job duties and be paid on a salary basis. Being paid on a “salary basis” means an employee regularly receives a predetermined amount of compensation each pay period on a weekly basis, or less frequent, basis.

BP 4215, Compensation Plans (Classified Personnel): Pay rates for classified employees are based on a classification plan and pay schedules that reflect the complexity of the job and an employee’s years of service. The rates established will be compatible with those for similar positions in Alaska and in the region.

Issue Summary:

This memo proposes an 8% pay increase for North Slope Borough School District classified Plant Managers. The increase aims to compensate employees for the unique challenges associated with working under exempt-hire contracts in roles that demand around the clock attention to detail and operational needs.

This action will recognize the long hours committed by these staff who do not receive overtime while also recognizing the competitive market for skilled maintenance managers. The action will support the NSBSD to retain critical contracted staff in operational roles across our region.

Background:

Plant Managers are employed under exempt hire contracts. Unlike their maintenance colleagues on hourly rates of pay, they do not receive overtime. The hours of the plant managers can vary from day to day and usually involve more than 5 days a week of work. The role is critical to the effective functioning of our schools. To acknowledge their extended hours of work, the District established an unanticipated work time-release program that would recognize overtime worked; However, after a one year trial, it is apparent that this arrangement doesn't work for Plant Managers due to high demands on their time and limited windows for time off.





Recommendation:

The administration recommends the Board approve an 8% pay increase, commencing March 1st, 2025, to be paid to full-time North Slope Borough School District classified Plant Managers.

Funding Source and Purchase/Contract Amount:

This initiative is estimated to cost the District approximately \$45,000 for the remainder of the FY25 year and approximately \$135,000 in FY26 and will be funded from the General Fund Budget.

Proposed Motion:

“I move that the NSBSD Board of Education approve an 8% salary increase for Plant Managers starting March 1, 2025, through the end of the FY26 fiscal year.”

Moved by _____ Seconded by _____

Vote _____

Signature: DSVadiveloo
DSVadiveloo (Mar 22, 2025 00:18 AKDT)
Email: david.vadiveloo@nsbsd.org

Signature: 
Loretta Ebnet (Mar 23, 2025 12:38 AKDT)
Email: loretta.ebnet@nsbsd.org

