

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: September 30, 2025

NUMBER: 26-043

FR: Office of the Superintendent

SUBJECT: Appointment of Vacant
Seat D

ABSTRACT:

Seat D on the Northwest Arctic Borough School District (NWABSD) Board of Education became vacant on January 22, 2025 due to resignation of former member.

In accordance with Board Policy 9223, vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. 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.

ISSUE:

At issue is to accept the letter of interest from Lawrence Jones to serve as an NWABSD Board Member in Seat D, Representing District 1 (Ambler, Shungnak, Kobuk).

BACKGROUND AND/OR PERTINENT INFORMATION:

The District provided public notice of the vacancy and invited letters of interest from eligible residents. A letter of interest was finally submitted on October 22, 2025 by Lawrence Jones.

ALTERNATIVES:

1. Move to appoint Lawrence Jones for NWABSD Board Member serving in Seat D, Representing District 1 (Ambler, Shungnak, Kobuk), and declare the seat filled as presented;
2. Do not move to appoint Lawrence Jones, to serve as a NWABSD Board Member serving in Seat D, Representing District 1 (Ambler, Shungnak, Kobuk), and declare the seat vacant;

ADMINISTRATION'S RECOMMENDATION:

The administration recommends that the Board move to appoint Lawrence Jones, to serve as a NWABSD Board Member serving in Seat D, Representing District 1 (Ambler, Shungnak, Kobuk), and declare the seat filled 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.
3. Provide candidates with appropriate information regarding Board member responsibilities.
4. Announce names of candidates and accept public input either in writing or at a public meeting.
5. Interview the candidates at a public meeting.
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: May 23, 1995

Revised: April 29, 2025

Northwest Arctic Borough School District

President Hansen and Northwest Arctic Borough Board of Education.

I am Writing to express my interest in filling in on the vacant school board seat D. Representing Ambler Shungnak and Kobuk .

Please consider appointing me to fill this vacant seat D until the next regular election

Thank you Lawrence Jones.

A handwritten signature in cursive script, reading "Lawrence Jones". The signature is written in dark ink and is positioned below the typed name "Lawrence Jones".