



**NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM**

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

THROUGH: David Vadiveloo, Superintendent *DSVadiveloo*

FROM: Marie Stackhouse, Board Secretary

DATE: October 2, 2025

SUBJECT: Board Re-Organization

Memo No. SB26-037
(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 meeting taken from the 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 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.

"I move to open the floor for nominations for the office of the President."

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

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 of the Board Clerk.”

4. Board President will formally announce:

“The floor is now open for nominations 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



Signature: *DS Vadiveloo*

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