



**NORTH SLOPE BOROUGH SCHOOL DISTRICT**  
**MEMORANDUM**

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

**THROUGH:** David Vadiveloo, Superintendent DsV  
DsV

**FROM:** Chelsie Overby, Executive Assistant

**DATE:** October 15, 2024

**SUBJECT:** **Board Seat F Vacancy**

**Memo No. SB25-055**  
(Informational Item)

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**NSBSD Policy Manual:**

Board Bylaw 9223, Board Vacancies (Appointment to the Board): A vacancy on the Board shall be filled within thirty (30) days of the vacancy by a Board appointment. When making an appointment, 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 Board;
3. Provide candidates with appropriate information regarding Board member responsibilities;
4. Announce the names of the candidates and accept public input either in writing or at a public meeting;
5. Interview the candidates at a public meeting; and,
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.

**NSBSD Strategic Plan Summary:**

N/A—Operational

**Issue Summary:**

The North Slope Borough should have held a Canvass meeting to certify the election results on October 8, 2024 declaring the Board of Education Seat F in District 3 (Utqiagvik) vacant.

The next step is to set a special meeting date where the Board will interview candidates and select a provisional appointee by majority vote in a public meeting where they will serve until the next regular municipal election. This date is usually a two-week timeframe, in order to solicit letters of interest. The date that letters of interest are due to administration will be made 3 days prior to the meeting to allow for public input on candidates to be made either in writing or at the special meeting after the interviews have concluded before convening in executive session to deliberate.

Once the date for the special meeting is set, Administration will send out a public announcement soliciting for letters of interest.

**Signature:** David Vadeloo  
David Vadeloo (Oct 14, 2024 06:49 AKDT)

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