

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: November 26, 2025

NUMBER: 26-051

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9120
Officers and Duties;
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 9120 Officers and Duties.

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 9120 Officers and Duties within the Bylaws of the Board series.

This update includes additional language to clarify virtual/remote meetings.

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

ALTERNATIVES:

1. Approve the second reading of the proposed revisions to BB 9120 Officers and Duties as presented;
2. Do not approve the second reading of the proposed revisions to BB 9120 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 9120 Officers and Duties as presented.

BB 9120 OFFICERS AND DUTIES

Note: Pursuant to A.S. 14.08.091 and A.S. 14.14.070, the School Board must meet within seven days of the certification of election results in order to elect one of its members as president, one as clerk, and if necessary, one as treasurer.

At its organizational meeting, held within seven (7) days ~~after receipt~~ of the certification of the results of the election, the Board shall elect officers in the following order: President, Vice-President, Secretary and Treasurer. Before taking office, each new member shall sign the oath of office.

(cf. 9121 — ~~Board~~ President)

(cf. 9122 - Vice President ~~/Clerk~~)

(cf. 9123 - Secretary ~~/Treasurer~~)

Legal Reference:

ALASKA STATUTES

[14.08.091](#) Administration

[14.12.110](#) Single body as assembly and school board

[14.14.070](#) Organization of school board

[29.20.300](#) School boards

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District