



NORTH SLOPE BOROUGH SCHOOL DISTRICT
M E M O R A N D U M

TO: Nancy Rock, President
Members of the School Board

THROUGH: David Vadiveloo, Chief School Administrator ^{DS} DV

FROM: Theodore VanBronkhorst, Interim Human Resources Director ^{DS} TV

DATE: May 4, 2022

SUBJECT: Hiring of Itinerant Recruiter- Human Resources **Memo No: SB22-208** RV 1
(Action Item)

2020-2025 Strategic Plan Goal:

3.1 HIRING & RECRUITING: Improve the hiring and onboarding process for all employees.

4.0 FINANCIAL & OPERATIONAL STEWARDSHIP: Effectively employ our operational and financial resources to support our strategic goals and long-term stability of the district.

Issue Summary:

The North Slope Borough School District, specifically the Human Resource department is in great and immediate need of an Itinerant Recruiter in an effort to help recruit and develop connections with University teacher prep programs considering the number of vacancies we have for the upcoming school year.

Background:

During the April 7, 2022 Regular School Board Meeting and a follow up work session on May 2, 2022, the District Administration provided the School Board a recruitment and retention plan that provided a short-term and long-term strategy to address the recruitment crisis our School District is facing. As part of the short-term strategy, Human Resources is looking to hire an itinerant recruiter on a temporary employee contract.

The itinerant recruiter would develop a schedule to meet with administrators in teacher prep programs at colleges and universities located in western states. We have identified twenty- nine universities or colleges in the western United States that have large teacher prep programs and would be worth visiting to develop a relationship that would lead to graduates choosing the North Slope Borough School District for employment.

In addition to the twenty-nine colleges mentioned, other teacher preparation programs of particular interest are University of Alaska Southeast, Colorado State University (Source of Counselor graduates), and Tribal Colleges in the lower 48.

This is a strategy that is expected to deliver between 5-7 FTE's for the upcoming year to our School District. This, however, is more of a mid-long-term investment in the pursuit of establishing recruitment options with universities for our School District in an effort to address not only the immediate teacher shortfall but also contribute to a reduction in teacher vacancies in the near future.

Length of Contract:

The initial temporary employee contract will commence upon Board approval and execution of the agreement and will consist of nineteen days of work.

Funding Source and Contract Amount:

The identified funding source is derived from the Human Resources Substitute/Temporaries budget line item account code 100.200.551.000.329 in a not to exceeds amount of \$9,500 for salary. In addition to the salary, the School District will provide and make travel and lodging arrangements for the temporary employee to travel to the various universities. The estimated travel and lodging cost are \$4,000 and will be funded under account code 100.200.551.000.420.

Available Budget:

The available Human Resources Budget under the Substitute/Temporaries account code 100.200.551.000.329 is \$35,681.89. The available budget for staff travel under account code 100.200.551.000.420 is \$6,946.90.

Proposed Motion:

“I move that the NSBSD Board of Education approve the hiring of an Itinerant Recruiter for the Human Resources Department in an amount not to exceed \$9,500 for salary and \$4,000.00 for staff travel as described in this memo.”

Moved by _____ Seconded by _____

Vote _____