



NORTH SLOPE BOROUGH SCHOOL DISTRICT

MEMORANDUM

TO: Qaiyaan Harcharek, President
Members of the School Board

THROUGH: Richard Carlson, Interim Superintendent

FROM: David Camp, Director of Human Resources

DATE: August 4, 2021

SUBJECT: Recruitment Plan

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Richard Carlson
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David Camp
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Memo No. SB22-020
Information Item

NSBSD Strategic Plan Goal: We will continually strengthen the recruitment, retention and professional development of highly effective staff.

NSBSD Strategic Plan Goal 3: Improve the hiring and on-boarding process for all employees by incorporating elements from the human resources audit.

Background:

Board Policy 4111 Recruitment and Selection (Certificated Personnel) states:

The District shall employ the most highly qualified person available for each open position. The Superintendent or Designee shall develop recruitment and selection procedures to ensure that every effort is made to find and hire fully qualified teachers for all classrooms, which include:

1. Assessment of the district's needs to determine those areas where specific skills, knowledge and abilities are lacking;
2. Development of job descriptions that accurately portray the position, including requirements that a teacher be highly qualified in accordance with federal and state law;
3. Dissemination of vacancy announcements to ensure a wide range of candidates, when necessary;
4. Screening procedures that will identify the best possible candidate for interviews;
5. Interview procedures will determine the best qualified candidate for recommendation to the Board.

Staff members involved in the selection process shall recommend only those candidates who meet all qualifications established by law and the Board for a particular position. Nominations for employment shall be based upon appropriate screening devices, interviews, observations, recommendations from previous employers, background and reference checks, and any requirement of applicable collective bargaining agreements.

Teacher Retention Rate:

Measure	SY16	SY17	SY18	SY19	SY20
Retention Rate	73%	71%	75%	73%	73%

Status of Hiring as of August 4, 2021 by site:

Site: Alak School, Wainwright			
# of FTE's in FY20:	19		
# of FTE's in FY21:	19		
Total Vacancies:	9 – Teachers		
Previously vacant / mid-year resignation:	3	Filled Teachers	2*
End of year resignations / declined:	4	Filled Administrator	N/A
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	3
Transfer out:	2	Transfer In	3
Total remaining to fill:	3 - Teachers		

Notes:

Site: Nunamiut School, Anaktuvuk Pass			
# of FTE's in FY20:	14		
# of FTE's in FY21:	14		
Total Vacancies:	4 – Teachers / 1 – Administrator		
Previously vacant / mid-year resignation:	0	Filled Teachers	2*
End of year resignations / declined:	2	Filled Administrator	1
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	0
Transfer out:	2	Transfer In	0
Total remaining to fill:	2 - Teachers		

Notes:

Site: Meade River School, Atkasuk			
# of FTE's in FY20:	12		
# of FTE's in FY21:	12		
Total Vacancies:	5 – Teachers		
Previously vacant / mid-year resignation:	2	Filled Teachers	1*
End of year resignations / declined:	0	Filled Administrators	N/A
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	0
Transfer out:	0	Transfer In	0
Total remaining to fill:	4 - Teachers		

Notes:

Site: Barrow High School, Utqiagvik			
# of FTE's in FY20:	23.5		
# of FTE's in FY21:	23.5		
Total Vacancies:	4* – Teachers		
Previously vacant / mid-year resignation:	0	Filled Teachers	4
End of year resignations / declined:	4*	Filled Administrators	N/A
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	3
Transfer out:	0	Transfer In	1
Total remaining to fill:	0		

Notes: 1 position is split BHS/KLC and 3 positions are split BHS/HMS

*Vacancies: June count 1, July count 1

*Filled: June count 0, July count 1

*Resignations: June count 1, July count 0

Site: Hopson Middle School, Utqiagvik			
# of FTE's in FY20:	23.5		
# of FTE's in FY21:	23.5		
Total Vacancies:	6 – Teachers		
Previously vacant / mid-year resignation:	0	Filled Teachers	5*
End of year resignations / declined:	4	Filled Administrators	N/A
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	0
Transfer out:	0	Transfer In	2
Total remaining to fill:	1 - Teacher		

Notes: 3 positions are split HMS/BHS

*Vacancies: June count 2, July count 2

*Filled: June count 1, July count 1

*Resignations: June count 1, July count 0

Site: Ipalook Elementary School, Utqiagvik			
# of FTE's in FY20:	45		
# of FTE's in FY21:	45		
Total Vacancies:	13* – Teachers / 1 Administrator		
Previously vacant / mid-year resignation:	2	Filled Teachers	11*
End of year resignations / declined:	11*	Filled Administrators	1
Contract not offered / not yet offered:	1	Eliminated:	0
New position:	0	LOI's	3
Transfer out:	0	Transfer In	1
Total remaining to fill:	2 - Teachers		

Notes:

*Vacancies: June count 4, July count 2

*Resignations: June count 0, July count 0

*Filled: June count 2, July count 1

Site: Harold Kaveolook School, Kaktovik			
# of FTE's in FY20:	10		
# of FTE's in FY21:	10		
Total Vacancies:	4 – Teachers / 1 - Administrator		
Previously vacant / mid-year resignation:	1	Filled Teachers	4
End of year resignations / declined:	4	Filled Administrators	1
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	4
Transfer out:	0	Transfer In	0
Total remaining to fill:	0		

Notes:

*Vacancies: June count 1, July count 0

*Resignations: June count 0, July count 0

*Filled: June count 1, July count 0

Site: Kiita Learning Community, Utqiagvik			
# of FTE's in FY20:	5.5*		
# of FTE's in FY21:	5.5		
Total Vacancies:	0		
Previously vacant / mid-year resignation:	0	Filled Teacher	N/A
End of year resignations / declined:	0	Filled Administrator	N/A
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	0
Transfer out:	0	Transfer In	0
Total remaining to fill:	0		

Notes: 1 position is split KLC/BHS

Site: Nuiqsut Trapper School			
# of FTE's in FY20:	16		
# of FTE's in FY21:	18		
Total Vacancies:	5* – Teachers		
Previously vacant / mid-year resignation:	1	Filled Teachers	2*
End of year resignations / declined:	4*	Filled Administrator	N/A
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	2	LOI's	2
Transfer out:	0	Transfer In	0
Total remaining to fill:	3 - Teachers		

Notes:

*Vacancies: June count 5, July count 3

*Resignations: June count 0, July count 0

*Filled: June count 1, July count 1

Site: Tikigaq School, Point Hope			
# of FTE's in FY20:	24		
# of FTE's in FY21:	24		
Total Vacancies:	7 - Teachers		
Previously vacant / mid-year resignation:	0	Filled Teacher	4
End of year resignations / declined:	2	Filled Administrator	N/A
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	0
Transfer out:	0	Transfer In	0
Total remaining to fill:	3 - Teachers		

Notes:

Site: Kali School, Point Lay			
# of FTE's in FY20:	13		
# of FTE's in FY21:	13		
Total Vacancies:	7 – Teachers		
Previously vacant / mid-year resignation:	2	Filled	4
End of year resignations / declined:	2	Filled Administrator	N/A
Contract not offered / not yet offered:	0	Eliminated:	0
New position:	0	LOI's	0
Transfer out:	2	Transfer In	0
Total remaining to fill:	3 - Teachers		

Notes:

Site: NSBSD Totals	
# of FTE's in FY20:	228
# of FTE's in FY21:	224
Total Vacancies:	21 - Teachers

Job Fairs:

ATP held an in-person Job Fair on Friday, July 16, 2021. There were 0 candidates interviewed and/or offered a position within the district.