



**North Slope Borough School District Board of Education
ZOOM Video Communication
Utqiagvik, AK**

**Unapproved Minutes
Special School Board Meeting
June 17, 2020
1:00 p.m.**

CALL TO ORDER AND MOMENT OF SILENCE: Muriel Brower, President Chair, called the Board of Education Special Meeting to order at 1:21 p.m. on ZOOM Video Communications

FLAG SALUTE: The Pledge of Allegiance was led by the Board of Education.

ROLL CALL:

Mary Jo Olemaun – Present
Vacant, Seat C
Madeline Hickman – Present
Qaiyaan Harcharek– Present

Nancy Rock – Present
Muriel Brower – Present
Nora Jane Burns- Present

APPROVAL OF AGENDA: Qaiyaan Harcharek MOVED to APPROVE the agenda as presented. Nora Jane Burns SECONDED the motion. Discussion called. Question called. The motion carried UNANIMOUSLY.

PUBLIC COMMENTS ON AGENDA ITEM(S): Board member Qaiyaan Harcharek announced that the candidates may also complete the nomination petition with the North Slope Borough to run for School Board.

PROVISIONAL APPOINTMENT OF SCHOOL BOARD SEAT C is presented by Board Secretary Chelsie Overby. Under Board ByLaw 9223 Board vacancies, a vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates. On June 2, 2020, the Board accepted the resignation of member, Roxanne Brower, and declared Seat C vacant. This action item is to appoint a candidate who has previously submitted a letter of interest prior to the June 16, 2020 submission deadline. The candidates are as follows: Frieda Nageak, Jenna Stringer, Lars Nelson, Robyn Burke, and Rachel Edwardson. Under the direction of Board Bylaw 9223, the administration has done the following: Advertised the vacancy and solicited letters of interest in suitable local media via NSBSD Website, Facebook, and the radio; Provided candidates with appropriate information regarding Board member responsibilities such as Board Bylaws, Association of Alaska School Board's Candidate Guide and Board Standards packet, 2020-2021 Board Calendar of Events, and the Basic Roberts Rules of Order Supplemental sheet; For public input, the names of the candidates will be announced tomorrow, after the deadline on June 16, 2020 as well as including public comment section during the meeting; and the interviews are scheduled June 17, 2020 at 9:00 A.M.. An executive session scheduled after the interviews to deliberate the candidates as well as other items required to be confidential.

Mary Jo Olemaun MOVED to APPOINT Lars Nelson to Seat C and hold office until the next regularly scheduled election for the district. Qaiyaan Harcharek SECONDED the motion. The motion FAILED with a roll call vote of five no, one yes.

Qaiyaan Harcharek MOVED to APPPOINT Robyn Burke to Seat C and hold office until the next regularly scheduled election for the district. Nora Jane Burns SECONDED the motion. Question called. The motion CARRIED with a roll call vote of four yes, two no.

Board member Qaiyaan Harcharek reiterated there are two additional seats up for election in October 2020. Board members thanked the applicants for their time. Presiding Chair Muriel Brower announced to schedule a special meeting to be before the retreat.

CONTRACT OVER 10K, L AND L, LLC CONSULTING is presented by Mark Roseberry, Director of Career & Technical Education, and Fadil Limani, Financial Consultant. In accordance with the applicable Board Policy 3312, contracts and memorandum of agreements of \$10,000 or greater require Board approval. The Human Resources Department has a vacancy in both the Director and Coordinator positions. A short-term solution is to contract services for two months to assist with the hiring of personnel and other human resource duties while the Human Resources Director and Coordinator positions are being filled. The purpose of this contract is to assist the Human Resources Department with management of its services and hiring for the vacant positions. The scope of work includes the following: Management of day-to-day operations of the Human Resources Department until a new Director begins employment; Support the new Director in the development and implementation of a department transition plan; Communicate regularly with the Central Office administration team and stakeholders associated with employment responsibilities; Review and update job descriptions; Gather all of the applicant's applications and related documents for the open positions and present to the new Superintendent and he hiring committee to evaluate potential candidates for interviews. Communicate with the NSBSD point of contact staff about candidate recommendations and providing printed or PDF copies of the online applicants to set interview dates; Identify an interview team for each position in conjunction with staff; Prepare job posting documents as necessary; set interview dates; Gather and send out interview packets to team members; Gather completed interview scoring documents; and conduct reference checks. The vacant positions included in this agreement are as follows: Assistant Superintendent, Comptroller, Travel logistics specialist, Director of Maintenance & Operations, Grants Administrator, Human Resources Director, Vacant Principal positions, Vacant Assistant Principal positions, and Vacant teacher positions. The length of the contract begins June 17, 2020 through August 9, 2020. This contract will be paid under account code 100.200.551.000.410, not to exceed \$25,000. The current available budget for account code 100.200.551.000.410 after processing the BLT is \$25,000.

Qaiyaan Harcharek MOVED to APPROVE the above 10,000 and greater contract for L and L, LLC Consulting as presented in Memo Number SB20-264. Nora Jane Burns SECONDED the motion. Discussion called. The motion has been RESCINDED with concurrence of the SECONDER.

Board members expressed reservations on the necessity of hiring a contractor off-slope and the amount of work required and necessary to complete the scope of work in the limited amount of time specified.

EXECUTIVE SESSION at 1:52 P.M. - 2:27 P.M. Qaiyaan Harcharek MOVED to go into executive session for the purposes of discussing a personnel situation; the concern is not with an individual but of

information leading to the current situation. Nora Jane Burns **SECONDED** the motion. Question called. The motion carried with a roll call vote of six yes, zero no.

Qaiyaan Harcharek **MOVED** to **APPROVE** the above 10,000 and greater contract for L and L, LLC Consulting as presented. Madeline Hickman **SECONDED** the motion. Question called. Discussion called. The motion carried with a roll call vote of five yes, one no.

SCHOOL BOARD COMMENTS: Board members thanked the Presiding Chair Muriel Brower for taking on the role of acting President and Superintendent Pauline Harvey for her diligent work on keeping the Board informed. Presiding Chair Muriel Brower announced there will be a re-organization of the Board after the newly appointed Board member Robyn Burke fulfills the oath of office. With the current pandemic and school re-entry, communication and interaction with the Board is paramount to the work of the District. Board member Mary Jo Olemaun expressed interest in the facilitator for the Board's retreat as one of the candidates for the Seat C Vacancy as Rachel Edwardson. Administration reiterated they have been in collaboration with OnStrategy to complete the work on the Strategic Plan from the previous Board's retreat. Board members requested an update on the planning of the retreat at the next special meeting.

PUBLIC COMMENTS ON NON-AGENDA ITEMS(S): No comments were heard at this time.

DATE & TIME OF NEXT MEETING: July 8-10, 2020 Summer Retreat on ZOOM Video Communications.

ADJOURNED AT 2:54 P.M. Qaiyaan Harcharek **MOVED** to adjourn. Nora Jane Burns **SECONDED** the motion. Question called. The motion carried **UNANIMOUSLY**.

Respectfully submitted for the August 6, 2020 Regular Meeting:

Chelsie Overby, Board Secretary

Muriel Brower, Board President

Robyn Burke, Board Clerk

Date