



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

**TO:** John Hopson, President  
Members of the Board

**THROUGH:** David Vadiveloo, Superintendent 

**FROM:** Loretta Ebnet, Human Resources Director 

**DATE:** March 21, 2025

**SUBJECT:** SY 2024-2025 New Hire Certificated Contract  
Issuance (Teacher/Admin)

**Memo No. SB25-150**  
(Informational Item)

**NSBSD Policy Manual:**

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.

**NSBSD Strategic Plan Summary:**

Staff Support & Professional Development

Goal 6: Build and sustain a thriving workforce aligned with the mission of this District

**Issue Summary:**

According to Board Policy, contract issuance for certificated staff is accepted by the Superintendent and brought to the School Board for approval. The School Board approved the human resources department to issue FY25 and FY26 rehire and new hire contracts subject to the procedures listed in SB25-095.

**SY 2024-2025 New Hire Certified Contract:**

NAME	POSITION	DEPARTMENT
Kremer, Keith	Assistant Principal	Alak School
Ortega, Emee Ann	8 <sup>th</sup> Grade ELA	Eben Hopson Middle School
Bag-ao, Jomel	4 <sup>th</sup> Grade Teacher	Fred Ipalook Elementary School
Tan, Arielle	Secondary Math Teacher	Nunamiut School

**Signature:** DS Vadiveloo  
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