

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 29, 2025

NUMBER: 25-114

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BB 9122 Vice
President; First 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 first reading of the proposed revisions to BB 9122 Vice President and open for public comments.

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 first reading of the proposed revisions to BB 9122 Vice President within the Board Bylaw series.

This update includes the removal of a law citation and a clarification of duties.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

ALTERNATIVES:

1. Approve the first reading of the proposed revisions to BB 9122 Vice President as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9122 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the first reading of the proposed revisions to BB 9122 Vice President as presented and open for public comments.

BB 9122 VICE PRESIDENT

Note: The following sample bylaw may be revised as needed. AS 14.14.070 requires the School Board to elect, at a minimum, a president, a clerk/secretary, and, if necessary, a treasurer. There is no language prohibiting the election of a vice president.

The duties of the vice president shall be to:

1. Serve as presiding officer in the absence of the President.
2. Certify or attest to actions taken by the School Board when required.
3. Maintain such other records or reports as required by law.
4. ~~Sign the minutes of the School Board meetings following their approval.~~
5. Sign documents as directed by the School Board on behalf of the district, and sign all other items which require the signature of the vice president.

Commented [AE1]: Move to secretary

In the absence of the President, the Vice-President shall discharge all the duties of the President.

(cf. 9120 - Officers and Auxiliary Personnel)

Legal Reference:

ALASKA STATUTES

[14.14.070](#) Organization of school board

~~[14.14.020](#) Bond required~~

Adoption Date: May 23, 1995

Revised:

Northwest Arctic Borough School District