




**NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM**

TO: John Hopson Jr., President
Members of the Board

THROUGH: David Vadiveloo, Superintendent 

FROM: Chelsie Overby, Executive Assistant

DATE: December 3, 2024

SUBJECT: Board Seat A Resignation and Vacancy

Memo No. SB25-104
(Action Item)

NSBSD Policy Manual:

Board Bylaw 9222, Resignation: A School Board member who wishes to resign may do so by submitting his/her written resignation to the School Board. The Board shall declare the Board member's seat vacant upon acceptance of the resignation. The Board may accept the resignation with a deferred effective date.

Alaska Constitution. Article II, § 5: No legislator may hold any other office or position of profit under the United States or the State.

Board Bylaw 9223, Board Vacancies (Appointment to the Board): A vacancy on the Board shall be filled within thirty (30) days of the vacancy by a Board appointment. When making an appointment, the Board desires to draw from the widest possible number of candidates. The Board shall:

1. Advertise the vacancy in suitable local media;
2. Solicit applications or nominations of any legally qualified citizen interested in serving on the Board;
3. Provide candidates with appropriate information regarding Board member responsibilities;
4. Announce the names of the candidates and accept public input either in writing or at a public meeting;
5. Interview the candidates at a public meeting; and,
6. Select the provisional appointee by majority vote at a public meeting.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

Issue Summary:

Board member and Clerk Robyn Burke has submitted a resignation December 2, 2024 after a successful campaign for the Alaska House of Representatives for District 40.

As required under Board Bylaw 9222, the Board shall accept the resignation and declare Seat A in District 3 (Utqiagvik) vacant.

Following the process of a provisional appointment to the Board, Administration is recommending setting the special meeting date to December 20, 2024 where the Board will interview candidates and select a provisional appointee by majority vote in a public meeting where they will serve until the next regular municipal election.





This date is selected to allow a two-week timeframe to receive letters of interest, followed by an additional two days prior to the meeting to allow for public input on candidates to be made either in writing or at the special meeting before deliberating the selection of candidate in executive session.

Background:

In recognition of her service, Board member Robyn Burke served on the Board for 4 years, 2020-2024 where she served as Clerk in 2021-2022 and 2024 – present, and as President in 2022-2024. During her tenure, she served on the following Boards and committees:

North Slope Borough School District Board of Education Committees:

- Legislative Committee
- Negotiation Committee
- Certificated Evaluation Committee
- Finance Committee
- Policy Review Committee
- Student Activities Committee

Association of Alaska School Boards Board of Directors, 2022-2024

- Secretary/Treasurer
- Constitution and Bylaws Committee
- Budget and Finance Committee
- Sustainability Committee
- Membership Committee
- June Nelson Memorial Scholarship Committee

Nunaaqqiurat Tumitchiajit, 2022-2024

- Student Outcomes Committee, 2022
- Steering Committee, 2022-2024

Voice of the Arctic Iñupiat Board of Directors, 2022-2024

- Executive Board, 2022-2024

Iļisaġvik College Board of Trustees, 2023-2024

Proposed Motion:

“I move that the NSBSD Board of Education accept the resignation of Board member Robyn Burke and declare Seat A in District 3 (Utqiaġvik) vacant.”

Motion by _____

Seconded by _____

Advisory Vote _____

Vote _____

