



NORTH SLOPE BOROUGH SCHOOL DISTRICT

MEMORANDUM

TO: Robyn Burke, President
Members of the School Board
THROUGH: David Vadiveloo, Superintendent DV
FROM: Greg Culbert, Director of Human Resources GC
DATE: February 29, 2024
SUBJECT: **FY25 New Hire Contract Issuance Approval**

**Memo No. SB24-102
Action Item**

NSBSD Strategic Plan Goal:

3.0 Staff Success: Strengthen the recruitment and retention of highly effective staff and inspire more Iñupiaq teachers and administrators.

3.1 Hiring & Recruiting: Improve the hiring and onboarding process for all employees.

Issue Summary:

Due to the highly competitive and volatile environment for recruiting certificated staff it’s crucial that the NSBSD recruit quality teachers and administrators for the FY25 school year, in a timely manner before they accept offers from other Districts. To do this, the NSBSD would ideally be able to have contracts signed throughout the 2nd semester and throughout the summer without waiting for the regularly scheduled Board meeting for approval. With approximately 35 teaching positions and 15 certified administrative positions (including interventionsits) to be filled, we would like to secure quality candidates by providing a contract without having to wait for approval at a monthly Board meeting.

Recommendation:

To ensure the District remains competitive across the recruiting season for FY25, the administration is recommending approval for the Human Resources Department to offer certificated contracts without waiting for Board approval at a regularly scheduled meeting, from March 7th, 2024 through until the August regular meeting in 2024. The HR Department will provide an updated monthly hire list during scheduled Board meetings. During this recruiting time, final approval would come from the Superintendent after the completion of an interview and upon receipt and review of a background check and reference checks.

Proposed Motion:

“I move that the NSBSD Board of Education approve the Human Resources Department to issue FY25 New Hire Contracts from March 7th, 2024 through until the August regular meeting in 2024 as presented in memo no. SB24-102.”

Motion by: _____ Second by: _____

Advisory Vote: _____ Vote: _____

Motion and Signature Approval on page 2 of 2.

Electronic Signature Approval:

I approve all recommended contracts, listed in memo no. SB24-102, to be electronically stamped and dated with approval from the following Board Members.

Electronic Signature and Date:
Please sign in the middle

Board President

Electronic Signature and Date:
Please sign in the middle

Board Member

Signature: David Vadiveloo
David Vadiveloo (Mar 5, 2024 10:49 AKST)
Email: david.vadiveloo@nsbsd.org

Signature: Greg Culbert
Greg Culbert (Mar 5, 2024 15:57 AKST)
Email: greg.culbert@nsbsd.org