



## NORTH SLOPE BOROUGH SCHOOL DISTRICT

### MEMORANDUM

**TO:** Roxanne Brower, President  
Members of the School Board

**THROUGH:** Stewart McDonald, Superintendent

**FROM:** Chelsie Overby, Board Secretary

**DATE:** May 3, 2019

**SUBJECT:** 2019-2020 School Board Meeting Calendar of Events      **Memo No: SB19-203**  
**(Action Item)**

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**NSBSD Strategic Plan Goal:**

**Goal 2.0 Qargi/Community Spirit:** Fostering the reclamation and recovery of the responsibility each one of us has for living the Inupiaq values and being accountable at the personal and community levels for “walking the talk,” embodying the QARGI spirit and commitment to education.

**Objective 2.3 Communication:** Advancing on-going 2-way communication, participation and interaction within the school and between the school and community, building the bridge of trust.

**Issue Summary:**

The Board shall adopt a yearly calendar specifying the date, time and place of each regular meeting.

At the April 3, 2019 work session, the Board requested calendar options reflecting meetings occurring on: Normal Calendar, 1<sup>st</sup> Monday of Month, 2<sup>nd</sup> Monday of Month, 1<sup>st</sup> Saturday of Month. During the agenda setting, the request is to leave October, November, and January flexible for discussion.

**Recommendation:**

On the calendar, the following dates, in sequential order, have a scheduling conflict:

October – This is the month of elections and requires the Board to reorganize within seven (7) days after the certification of the election results. The committee is normally held the second Tuesday in the month.

- The recommendation is to hold the regular meeting as planned on October 3, 2019 and hold a special meeting within the seven (7) day time frame of the second Tuesday.

November- Every year, the Board of Education budgets for all Board members to attend the AASB Annual Conference, November 7-10, 2019. This normally conflicts with the regular scheduled meeting.

- The recommendation is to hold the regular meeting before the Annual Conference or the week after the event on Thursday, November 14, 2019. During the April 3 work session, the Board discussed a work session on November 4 with the Board meeting on November 5 and traveling on November 6.
  - November 6, 2019 – This is scheduled the day after the NSB Assembly meeting and before Inuit Day/AABS Annual Conference.

- November 14, 2019 - This date is chosen as there is an AASB Board of Directors meeting on November 11, 2019 and will allow time for travel and preparation.

December- There is a need to schedule a Winter Retreat regarding the Strategic Planning process for preparation. The current Strategic Plan extends from 2015-2020. This will also assist in any expectations needed regarding budgeting. The regular meeting date is also under advisement.

- The current date restrictions are as follows:
  - December 3, 2019 NSB Assembly Regular Meeting
  - December 5-7, 2019, AASB Executive Admin/Winter Boardmanship Academy
  - December 12-13, 2019 Ilisaġvik Board of Trustees Winter Meeting

January- There is a need to schedule the regular meeting, budget hearings and a proposed date for the NSB Assembly Joint meeting.

- The recommendation is to hold the regular meeting on January 9, 2019 with the budget hearings following the next week or the regular meeting on January 16, 2019 with the budget hearings the week before on January 8-9 shortly following the NSB Assembly meeting. More discussion is required regarding a proposed date for a joint meeting with the NSB Assembly.

March- This is a suggested month for the Board of Education to host their regular meeting in a village.

- The recommendation is, depending on the village, hold a work session a day or two before holding the regular meeting in a village as previously mentioned by a Board member.

May/June- There is a need to schedule the summer retreat in advance to prepare for the finalization of the next proposed Strategic Plan for the North Slope Borough School District.

- The recommendation is to hold this meeting late in May and/or early June.

**Background:**

Meetings of the Board are conducted for the purpose of accomplishing district business. A meeting of the Board shall consist of any gathering of the members of the Board when more than three members of the Board, or a majority of the members, whichever is less, are present and collectively consider a matter upon which the Board is empowered to act.

Attached is the

- Overview calendar of conflicting events for discussion.
- 2019-2020 School Board Calendar of events with four (4) options developed in accordance with Board Policy 9320, School Board Meetings and at Board request.

The months with multiple dates or no date indicated in one bracket requires discussion by the Board of Education.

**Motion:**

“I move that the NSBSD Board of Education approve Option \_\_\_\_\_ with the previously discussed dates and agreed upon changes during the work session.”

Moved by \_\_\_\_\_                      Seconded by \_\_\_\_\_  
 Vote \_\_\_\_\_