

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: August 30, 2023

NUMBER: 24-008

FR: Office of the Superintendent

SUBJECT: Approval of Proposed
Revisions to BP 4112.61/
4212.61/ 4312.61,
Personnel, All Personnel -
Employment References;
Second Reading

STRATEGIC PLAN/BOARD GOAL:

Improve Stakeholder Communication.

ABSTRACT:

Board policy revisions require Board approval.

ISSUE:

At issue is to approve the second reading of the proposed revisions to BP 4112.61/4212.61/4312.61, Personnel, All Personnel - Employment References.

BACKGROUND AND/OR PERTINENT INFORMATION:

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the second reading of the proposed revisions to BP 4112.61/4212.61/4312.61, Personnel, All Personnel - Employment References.

No public comment was given on this board policy. The Board Policy Committee reviewed the proposed changes and recommends approval.

ALTERNATIVES:

1. Approve the second reading to the proposed revisions to BP 4112.61/ 4212.61/ 4312.61, Personnel, All Personnel - Employment References as presented;
2. Do not approve second reading to the proposed revisions to BP 4112.61/4212.61/4312.61 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends the Board approve the second reading to the proposed revisions to BP 4112.61/4212.61/4312.61, Personnel, All Personnel - Employment References as presented.

BP 4112.61/4212.61/4312.61 - ALL-CERTIFIED PERSONNEL - EMPLOYMENT REFERENCES

The School Board desires works to provide information about district employees to prospective employers to the extent that such information is factual and does not violate an employee's employee's privacy rights.-

The Superintendent or designee is responsible for processing all requests for references, letters of recommendation, or information about employee performance, including the causes or reasons for separation regarding all district employees other than the Superintendent.

References which are not secured through the Superintendent or designee reflect the personal views or opinions of the author and do not reflect the views of the District.

(cf. 4112.6 — Personnel Files)

(cf. 4117.5 — Termination Agreements)

Legal References:

ALASKA STATUTES

[AS 09.65.160](#) *Job References*

Adopted: June 09, 2004

Northwest Arctic Borough School District