

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 23, 2026

**NUMBER:** 26-187

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 4314  
Management and  
Supervisory Personnel –  
Transfer-Reassignment;  
First Reading; Waive 2<sup>nd</sup>  
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 BP 4314 Management and Supervisory Personnel – Transfer-Reassignment 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 BP 4314 Management and Supervisory Personnel – Transfer-Reassignment within the Personnel series.

This update simplifies language regarding the assignment of management and supervisory staff, while removing the recommendation that management personnel routinely apply for transfers (or be involuntarily rotated).

This update has been open for public comments. The Board Policy Committee reviewed the proposed changes and recommends approval.

**ALTERNATIVES:**

1. Approve the first reading and waive the 2<sup>nd</sup> reading of the proposed revisions to BP 4314 Management and Supervisory Personnel – Transfer-Reassignment as presented;
2. Do not approve the first reading of the proposed revisions to BP 4314 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the first reading and waive the 2<sup>nd</sup> reading of the proposed revisions to BP 4314 Management and Supervisory Personnel – Transfer-Reassignment as presented.

## **BP 4314 MANAGEMENT AND SUPERVISORY PERSONNEL - TRANSFER/REASSIGNMENT**

The Superintendent or designee shall assess the needs of the district and ~~to~~ assign management personnel to positions which will meet those needs.

### **~~Voluntary Change of Assignment~~**

~~In order to promote administrative professional growth and career development, broaden management background, and share administrative and personnel skills within the district, the School Board encourages management personnel at all levels to apply for transfers and reassignments.~~

### **Involuntary Reassignment of Certificated Administrators**

Involuntary reassignment within the administrator's classification (same job title) may be initiated upon the recommendation of the Superintendent or designee in the best interests of the district.

*Legal Reference:*

ALASKA STATUTE

[14.20.158](#)

~~*Revised: August 02, 2013*~~

*Adopted: June 09, 2004*

~~*Revised: August 02, 2013*~~

~~*Revised:*~~

**Northwest Arctic Borough School District**