

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 23, 2026

**FR:** Office of the Superintendent

**SUBJECT:** Human Resources  
Report

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James Stewart, Director of Human Resources, reports on the following:

### **Staffing and Hiring**

Hiring efforts for the 2026–2027 school year are ongoing, with several key positions still to be filled. Current certified vacancies include:

- 1 Secondary Teacher
- 1 Elementary Teacher
- 2 Counselors
- 2 Special Education Teachers
- 1 Homeschool Teacher

In addition, the district continues recruitment for:

- 1 Principal position
- Director of Property Services
- Multiple support roles within ATC and Property Services

Due to budget reductions earlier this spring, some involuntary transfers of certified staff were necessary; however, **no certified teaching positions were eliminated**. Reductions in force (RIF) did impact several classified staff positions at JNES and KMHS.

The district continues to prioritize retention of international educators:

- H-1B visa renewals are underway
- Partnership established with AERRC and Fisher Phillips to manage visa sponsorship processes
- Six teachers from the Philippines are transitioning from J-1 to H-1B visas
  - Two transitions are complete, with remaining changes expected in the coming months

The district has begun implementing **Frontline Recruit & Hire**, integrated with **Frontline Central**, to modernize hiring and HR processes.

Key anticipated outcomes include:

- Reduced paperwork and duplication
- Improved cross-department communication
- More accurate and accessible employee records
- Reduced human error and administrative costs

Initial setup and training for Recruit & Hire are complete. The district is now advancing into the Frontline Central configuration phase, with full implementation expected to further streamline operations.

### **Labor Relations and Contracts**

- A **one-year agreement** has been reached with the Principals' group and presented for review
- All certified staff have completed the rehiring process
- Assignment notices have been issued to returning classified staff
- FY27 contracts have been distributed to all year-round employees

### **Operational Focus and Readiness**

In addition to hiring, the Human Resources Department has been focused on:

- Organizing and completing employee personnel records
- Establishing clearer internal processes and standards
- Improving coordination with Administrative Services
- Preparing for the onboarding of new employees for the upcoming school year

Additional efforts include:

- District website updates
- Continued implementation of Frontline Central
- Ensuring employee insurance enrollments are current and accurate

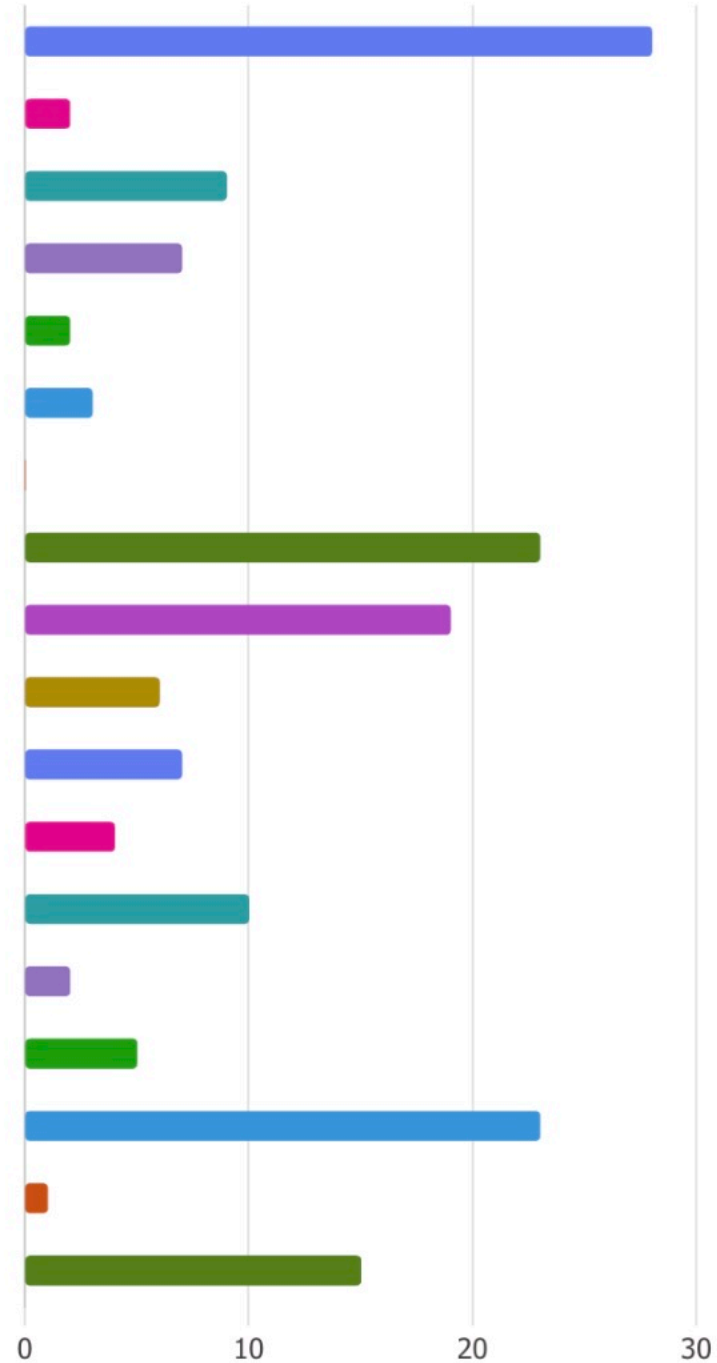
### **ACTION ITEM ON THE AGENDA**

#### **NWABSD Memo, Approval of Human Resources:**

The administration recommended that the Board approve the new hires, rehires, transfers, and separations for both certified and classified positions as presented. Please see NWABSD Memo 26-159.

4. Please indicate the reason(s) that you left the district (check all that apply)

● family responsibilities	28
● involuntary	2
● job dissatisfaction	9
● lack of recognition and validation for my work	7
● left the education field entirely	2
● limited career advancement opportunities	3
● low compensation	0
● moving away	23
● pursuing employment options outside the district	19
● quality of supervision	6
● retiring	7
● to further my education	4
● took another TEACHING job outside of the district	10
● took another NON_TEACHING job outside the district	2
● too expensive to live here	5
● other personal consideration	23
● I prefer not to respond	1
● Other	15



## MEMORANDUM

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**TO:** NWABSD Board of Education

**DATE:** June 23, 2026

**NUMBER:** 26-159

**FR:** Office of the Superintendent

**SUBJECT:** Human Resources

**STRATEGIC PLAN/BOARD GOAL:**

Track 1: Operational Improvements  
*Initiative: Optimize Business Practices*

**ABSTRACT:**

Each month various Human Resources actions occur, which require Board action or cognizance.

**ISSUE:**

At issue is the approval of awareness of Human Resources actions for the District Office, Maintenance Department, Alaska Technical Center and school sites.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

On a monthly basis the administration recommends Board approval of new certified/classified hires, position reclassifications and the revision of job descriptions. In addition, the administration informs the Board of resignations and terminations throughout the district.

**ALTERNATIVES:**

1. Approve the Human Resources actions as presented;
2. Disapprove the Human Resources actions as presented;
3. Take no final action.

**ADMINISTRATION RECOMMENDATION:**

The administration recommends the Board approve the Human Resources actions as presented.

Human Resources  
June 23, 2026

I. The administration recommends approval of the following action items.

- a. Certified Rehires FY27
- b. Classified Rehires FY27
- c. Certified New Hires FY27
- d. Classified New Hires FY27

a) The administration recommends the approval of the following FY27 Certified Rehires

LOCATION & DATE	NAME	POSITION
<b><u>Buckland</u></b>		
8/10/26	Samatha Pacana	Teacher
<b><u>Noorvik</u></b>		
8/10/26	Don Thurman	Teacher
7/27/26	Michael Zibell	Lead Teacher/Adm Assistant
<b><u>ATC</u></b>		
7/1/26	Aletha Duchene	Specialist ATC ILP Program
7/1/26	Clay Beck	Specialist Career Path
<b><u>District Office</u></b>		
8/10/26	Payton McConnell	Teacher/Itinerant SpEd/Speech Pathologist
7/1/26	Tracy Bell	Specialist Student Services Data
7/1/26	Cassie Largo	Specialist Curriculum

b) The administration recommends the approval of the following FY27 Classified Rehires

LOCATION & DATE	NAME	POSITION
<b><u>Ambler</u></b>		
8/10/27	Nellie Cleveland	Bilingual Instructor
<b><u>Buckland</u></b>		
8/10/26	Denny Hadley	Inupiaq Illisautri
<b><u>Deering</u></b>		
8/10/26	Samuel Gavin	Inupiaq Illisautri
<b><u>Kiana</u></b>		
8/10/26	Amber Barr	Bilingual Instructor

**Kivalina**

8/10/26 Genevieve Swan Bilingual Instructor

**Kobuk**

8/10/26 Luke Jackson Bilingual Instructor

8/10/26 Cheree' Horner SpEd Aide

**Kotzebue**

8/10/26 Charity Smith Bilingual Instructor

8/10/26 Sidney Sherman Bilingual Instructor

7/27/26 Janelle Schaeffer Secretary

7/27/26 Veronica Ferguson Secretary

**Noatak**

8/10/26 Amelia Johnsen Bilingual Instructor

**Noovik**

8/10/26 Elsie Sampson Bilingual Instructor

**Selawik**

8/10/26 Carrie Skin Inupiaq Illisautri

**Shungnak**

8/10/26 Dolly Custer Bilingual Instructor

**ATC**

8/10/26 Dawn Crabb Dorm Parent

8/10/26 China Kantner AAE/GED Instructor

8/10/26 Alejandro Vargas Culinary Arts Instructor

**District Office**

7/1/26 Amie Gardner Specialist/Coordinator HR

7/1/26 Amanda Kenworthy Specialist Business Office

7/1/26 Wanda Baltazar Specialist ELF program

7/1/26 David Smith Specialist Student Services

7/1/26 Winona Ballot Specialist Inupiaq Curriculum

7/1/26 Kim Rotman Specialist Accounting

7/1/26 Dora Hadley Specialist Program and Staff Development

7/1/26 Loretta Kittrell Grants Adm Assistant

**District Office**

7/1/26	Robert Sheldon	Coordinator Student Activities
7/1/26	Roberta Carter	Secretary SpEd/Student Services
7/1/26	John Milner	PC Tech Support
7/1/26	Hunter Lonewolf	PC Tech Support
7/1/26	Kristen Walker	Secretary Superintendent/School Board
7/1/26	Lois Booth	Accts Rec/Pay Assistant Officer
7/1/26	Delia Shuster	HR Officer
7/1/26	Michelle Gallahorn	Assistant HR Officer
7/1/26	Donavon Watkins	Journeyman Carpenter
7/1/26	Troy Humphreys	Journeyman Plumber
7/1/26	Vernon Nelson	Heating Controls Technician
7/1/26	Willie Green	Security Guard
7/1/26	Trestin Tate	BPO/Mechanic
7/1/26	Kiki Davis (Kenworthy)	Facilities Mgmt Technician

c) The administration recommends the approval of the following FY27 Certified New Hires

LOCATION & DATE	NAME	POSITION
<b><u>Ambler</u></b>		
8/6/26	Baker Webb	Counselor/Teacher (ABL, OBU, SHG)
8/6/26	Avery Gehring	Teacher
<b><u>Buckland</u></b>		
8/6/26	Stephen Bourke	Counselor (BKC, DRG)
<b><u>Kiana</u></b>		
8/6/26	Colleen Boutwell	SpEd Teacher
<b><u>Kivalina</u></b>		
7/27/26	Daniel Grimes	Principal
8/6/26	Brett Windhausen	Counselor (KVL, WTK)
<b><u>Kotzebue</u></b>		
7/27/26	Ke'ani Lake-Phillips	Assistant Principal

**Noorvik**

8/6/26	Tori Newlin	Teacher
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**District Office**

7/1/26	Aeriale Johnson	Director Curriculum
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7/1/26	Savio Dias	Director Technology
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d) The administration recommends the approval of the following FY27 Classified New Hires

LOCATION & DATE	NAME	POSITION
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**Kotzebue**

8/10/26	Jenna Walker	SpEd Aide
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**Noatak**

8/10/26	Lola Mitchell	Migrant Aide
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**Noorvik**

8/10/26	Conner Burrus	SpEd Aide
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**ATC**

8/3/26	Ken Phillips	Construction Trade Instructor
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**District Office**

7/1/26	Jonathan Calvario	Mechanic Property Services
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7/1/26	Jakob Bruske	Carpenter Property Services
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II The administration reports on the following non-action items

- a. Certified Transfers FY27
- b. Classified Transfers FY27
- c. Certified Separation FY26
- d. Classified Separations FY26
- e. Certified Openings FY27
- f. Classified Openings FY27

a) The administration reports on the following non-action items FY27 Certified Transfers

LOCATION & DATE	NAME	POSITION
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**Ambler**

7/27/26	Aimee Clark-Webb	Lead Teacher/SpEd Teacher
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**Deering**

8/10/26	Omar Hasan	Teacher
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**Kotzebue**

8/10/26	Kim Addington	Teacher
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**Selawik**

8/10/26	Kellie Blanchard	Teacher
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8/10/26	Sarrah Dalingay	Teacher
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**Shungnak**

8/10/26	Joan Bidaure	Teacher
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**District Office**

7/1/26	Angela Eisel	SpEd Specialist Student Services
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**b) The administration reports on the following non-action items FY27 Classified Transfers**

LOCATION & DATE	NAME	POSITION
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**District Office**

7/1/26	Delia Shuster	HR Officer
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7/1/26	Michelle Gallahorn	Assistant HR Officer
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7/1/26	Kwang Hong	Coordinator Technology
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**c) The administration reports on the following non-action items FY26 Certified Separations**

LOCATION & DATE	NAME	POSITION
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**Kotzebue**

5/6/26	Katie Hansen	Teacher
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5/20/26	Joe Bullock	Teacher
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**Selawik**

5/20/26	Richard (Mo) Williams	Teacher
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**ATC**

5/20/26	Naomi Edwards	Career Paths Instructor
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**District Office**

7/15/26	Kathryn Self	Assistant HR Director
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d) The administration reports on the following non-action items FY26 Classified Separations

LOCATION & DATE	NAME	POSITION
<b><u>Deering</u></b>		
5/20/26	Aidan Barr	SpEd Aide
<b><u>Kotzebue</u></b>		
5/6/26	Helen Allen	Bilingual Instructor
5/20/26	Karen Triplett	SpEd Aide
<b><u>Noatak</u></b>		
5/20/26	Christina Norton	Migrant Ed Aide
<b><u>Noorvik</u></b>		
5/20/26	Tehana Baldwin	SpEd Aide
<b><u>ATC</u></b>		
5/20/26	Cynthia Lincoln	Health Occupations

e) The administration reports on the following non-action items FY27 Certified Openings

**Ambler**

SpEd Teacher

**Kiana**

Counselor

**Kobuk**

SpEd Teacher

**Kotzebue**

Counselor

**Noorvik**

Counselor

**Selawik**

SpEd Teacher

**Shungnak**

PK/K/1 Teacher

**STAR Magnet**

CTE Teacher

**ATC**

Health Occupations

Career Path Instructor

**District Office**

Homeschool Teacher

SpEd Itinerant

f) The administration reports on the following non-action items FY27 Classified Openings

**Ambler**

SpEd Aide

**Deering**

SpEd Aide

Maintenance

**Kivalina**

Bus Driver

**Kotzebue**

Instructional Aide

**Shungnak**

Secretary

**STAR Magnet**

Dorm Attendants

**ATC**

Dorm Attendant

**District Office**

PC Support Tech

Director Property Services

Assistant Director Property Services

**District Office**

Journeyman Plumber

Journeyman Electrician

Secretary Property Services