



# NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak  
PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800

## NWABSD BOARD OF EDUCATION

### Board Policy Committee Meeting

Conducted via Teams and in the NWABSD Katima Room

Call: (833) 682-3239 Code: 866 669 409#

### Agenda

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**Wednesday  
June 3, 2026  
2:00 p.m.**

1. Roll Call
2. Items for 2<sup>nd</sup> Reading (Public Comment has been sought via the [District Website](#))
  - a. **BP 4021 Drug and Alcohol Testing for School Bus Drivers**
    - i. This update clarifies that school bus driver testing may be accomplished through contracting with the transportation services provider.
  - b. **BP 4111/4211/4311 All Personnel – Recruitment and Selection**
    - i. This update merges BP 4111 and BP 4211.
    - ii. This update clarifies language regarding inquiries into protected information when hiring. It also authorizes the board to delegate the authority to make classified hires to the superintendent. This policy merges the previous BP 4211 into a single policy.
    - iii. **BP 4211 Classified Personnel - Recruitment Selection and Appointment**
      1. This update removes this BP since it is merging with BP 4111/4211/4311 (approval is required)
  - c. **BP 4112.5/4212.5/4312.5 All Personnel – Security Check**
    - i. This update clarifies that school district volunteers must be subject to a background check, and that an omission on an application can be grounds for denial of hire (or dismissal).
  - d. **BP 4112.6/4212.6/4312.6 All Personnel – Personnel Records**
    - i. This update clarifies when and how board members may review employee records and information.
  - e. **BP 4113 Certificated Personnel – Assignment**
    - i. This update provides additional guidance regarding the assignment of certificated personnel.
  - f. **BP 4115 Certificated Personnel – Evaluation/Supervision**
    - i. This update adds language clarifying that employees who evaluate certificated personnel in the District must hold a Type B administrator certificate.
  - g. **BP 4117.2/4217.2/4317.2 All Personnel – Resignation**
    - i. This update merges BP 4117.2 and BP 4217.2 - the classified and certified resignation policies.
    - ii. This update simplifies the process for an employee to resign.

**Committee Members: Carol Schaeffer, Jeanne Gerhardt-Cyrus, Marie Greene, Millie Hawley, Erica Nelson**  
**Technology Director: Amy Eakin**

MISSION: To provide a learning environment that inspires and challenges students and employees to excel.  
VISION: To graduate all students with the knowledge, skills, and attitudes necessary for a successful future.

- iii. **BP 4217.2 Resignation**
  - 1. This update removes this BP since it is merging with BP 4117.2/4217.2/4317.2(approval is required)
- h. **BP 4117.4 Certificated Personnel – Dismissal**
  - i. This update codifies the requirement established by the Alaska Supreme Court that certified employees may call witnesses at a pre-termination hearing.
- i. **BP 4118 Certificated Personnel – Suspension-Disciplinary Action**
  - i. This update clarifies what constitutes progressive discipline, and that reassignment is not necessarily disciplinary.
- j. **BP 4119.3/4219.3/4319.3 All Personnel – Duties of Personnel**
  - i. This update requires that, as a best practice, job descriptions should be reviewed annually as part of the evaluation process.
- k. **BP 4119.12/4219.12/4319.12 All Personnel – Harassment**
  - i. This update updates harassment language to fit best practices, including that it relates to all school district activities and facilities.
- l. **BP 4119.22/4219.22/4319.22 All Personnel – Dress and Grooming**
  - i. This update simplifies the model dress code policy, and applies it to all personnel.
- m. **BP 4119.23/4219.23/4319.23 All Personnel – Unauthorized Release of Confidential Information**
  - i. This update clarifies best practices regarding the release of unauthorized District information.
- n. **BP 4119.25/4219.25/4319.25 All Personnel - Political Activities of Employees**
  - i. This update clarifies that the District may regulate political activity on school property at any time (not just during the instructional day) in accordance with law.
- o. **BP 4122 Certificated Personnel - Student Teachers**
  - i. This update requires that the superintendent establish criteria for a student teacher program.
- p. **BP 4141.6/4241.6 Certificated and Classified Personnel - Concerted Activity-Work Stoppage**
  - i. This update aligns to model policy language and updates the title.
- q. **BP 4158/4258/4358 All Personnel - Employee Security**
  - i. This update requires that the superintendent or designee is made aware of all police reports made by personnel in the course of their duties.
- r. **BP 4159/4259/4359 All Personnel – Employee Assistance Programs**
  - i. This update includes best practice language regarding employee mental health support.
- s. **BP 4161/4261/4361 All Personnel – Leaves**
  - i. This update aligns with the model policy and removes language that is duplicated in employee negotiated agreements.
- t. **BP 4180/4280/4380 All Personnel - Residency and Remote Work \*\*\*New Board Policy\*\*\***
  - i. This policy is new and recommended by AASB to formally establish that employees may be permitted to work remotely, if permitted by the District.
- u. **BB 9320 Meetings**



6. Questions  
a. none

