

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** June 23, 2026

**NUMBER:** 26-186

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 4212  
Classified Personnel –  
Appointment and  
Conditions of Employment;  
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 and waive the 2<sup>nd</sup> reading of the proposed revisions to BP 4212 Classified Personnel – Appointment and Conditions of Employment.

### **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 4212 Classified Personnel – Appointment and Conditions of Employment within the Personnel series.

This is a policy that is new to the NWABSD. Related to BP 4111/4211/4311, this update clarifies that the Board may delegate the hire of classified employees to the superintendent.

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 4212 Classified Personnel – Appointment and Conditions of Employment as presented;
2. Do not approve the first reading of the proposed revisions to BP 4212 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 4212 Classified Personnel – Appointment and Conditions of Employment as presented.

## **BP 4212 CLASSIFIED PERSONNEL - APPOINTMENT AND CONDITIONS OF EMPLOYMENT**

The Superintendent or designee will appoint and report the hire of all regular full-time and part-time and regular hourly employees to the School Board. Selection will be based upon competence and will be in accordance with School Board policy and administrative regulations, and state and federal laws and regulations.

Temporary, substitute, short-term and student help may be appointed by the Superintendent or designee. ~~The position and the pay rate shall be reported at a regular meeting of the School Board.~~

The district personnel policies and regulations apply only to the extent that they are not in conflict with any collective bargaining agreement between the district and an employee organization officially recognized to meet and negotiate with the School Board.

*(cf. 10000 - Concepts and Roles)*

*Adopted:*

**Northwest Arctic Borough School District**