

## NWABSD Special Board Meeting

Monday, October 27, 2025 1:00 PM

District Office Boardroom, 744 Third Ave., Kotzebue, AK 99752

1.	<b>CALL TO ORDER, ROLL CALL</b>	<b>Presenter:</b> Margaret Hansen, Board President
2.	<b>MOMENT OF SILENCE</b>	<b>Presenter:</b> Margaret Hansen, Board President
3.	<b>PLEDGE OF ALLEGIANCE</b>	<b>Presenter:</b> Margaret Hansen, Board President
4.	<b>INTRODUCTION OF GUESTS/STAFF</b>	<b>Presenter:</b> Margaret Hansen, Board President
5.	<b>RECOGNITION OF BOARD SERVICE</b>	<b>Presenter:</b> Margaret Hansen, Board President
6.	<b>OATH OF OFFICE, ELECTED BOARD MEMBERS</b>	<b>Presenter:</b> Kristen Walker
7.	<b>ACTION ITEMS</b>	
8.	<b>OATH OF OFFICE, APPOINTED BOARD MEMBERS</b>	
9.	<b>READING AND SIGNING OF CODE OF ETHICS</b>	<b>Presenter:</b> Board Members
10.	<b>REORGANIZATION OF THE BOARD</b>	<b>Presenter:</b> Board Members
11.	<b>EXECUTIVE SESSION</b>	
12.	<b>DATE, TIME, &amp; LOCATION OF NEXT MEETING</b>	
13.	<b>ADJOURNMENT</b>	

## **E 9224 OATH OR AFFIRMATION**

School Board members, before taking office and sign the following oath of affirmation:

"I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of Alaska and that I will honestly, faithfully, and impartially discharge my duties as a School Board member to the best of my ability."

*Legal Reference:*

[AS 14.12.090](#)

*Adopted: April 28, 2025*

**Northwest Arctic Borough School District**

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## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** September 30, 2025

**NUMBER:** 26-043

**FR:** Office of the Superintendent

**SUBJECT:** Appointment of Vacant  
Seat D

### **ABSTRACT:**

Seat D on the Northwest Arctic Borough School District (NWABSD) Board of Education became vacant on January 22, 2025 due to resignation of former member.

In accordance with Board Policy 9223, vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

### **ISSUE:**

At issue is to accept the letter of interest from Lawrence Jones to serve as an NWABSD Board Member in Seat D, Representing District 1 (Ambler, Shungnak, Kobuk).

### **BACKGROUND AND/OR PERTINENT INFORMATION:**

The District provided public notice of the vacancy and invited letters of interest from eligible residents. A letter of interest was finally submitted on October 22, 2025 by Lawrence Jones.

### **ALTERNATIVES:**

1. Move to appoint Lawrence Jones for NWABSD Board Member serving in Seat D, Representing District 1 (Ambler, Shungnak, Kobuk), and declare the seat filled as presented;
2. Do not move to appoint Lawrence Jones, to serve as a NWABSD Board Member serving in Seat D, Representing District 1 (Ambler, Shungnak, Kobuk), and declare the seat vacant;

### **ADMINISTRATION'S RECOMMENDATION:**

The administration recommends that the Board move to appoint Lawrence Jones, to serve as a NWABSD Board Member serving in Seat D, Representing District 1 (Ambler, Shungnak, Kobuk), and declare the seat filled as presented.

## BB 9223 BOARD VACANCIES

Note: The following provisions apply to school boards pursuant to [AS 14.08.045](#). Item 1 below could apply to a write-in candidate whose qualifications were not verified prior to election or to a district employee who fails to resign their employment after election.

The School Board may declare a regional school board seat vacant if the person elected:

1. fails to qualify for Board membership within 30 days of certification of the election,
2. refuses to take office,
3. resigns,
4. is convicted of a felony involving moral turpitude or a violation of the oath of office while serving as a School Board member,
5. no longer resides within the boundaries which he/she was elected to represent and a two-thirds vote of the Board declares the seat vacant.

*(cf. 9220 - School Board Election)*

Note: The following is provided for borough and city school boards and may be revised as appropriate.

The school board shall declare a vacancy on the Board for any actions which disqualify a member from service in accordance with state laws and local ordinances.

**Note:** [A.S. 14.14.080](#) allows a school board to declare a board vacancy when a member fails to attend three consecutive regular board meetings without being excused by the Board President.

Three consecutive unexcused absences from regular board meetings shall be sufficient cause for the Board to declare a Board vacancy.

*(cf. 9121 - President)*

*(cf. 9320 - Meetings)*

### Appointment to the Board

Note: The following optional bylaws may be deleted or revised as desired.

A vacancy on the Board shall be filled within 30 days of the vacancy by Board appointment. When making an appointment to the Board, the Board desires to draw from the widest possible number of candidates.

The Board shall:

1. Advertise the vacancy in suitable local media.
2. Solicit applications or nominations of any legally qualified citizen interested in serving on the School Board.
3. Provide candidates with appropriate information regarding Board member responsibilities.
4. Announce names of candidates and accept public input either in writing or at a public meeting.
5. Interview the candidates at a public meeting.
6. Select the provisional appointee by majority vote at a public meeting.

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment.

*Legal Reference:*

ALASKA STATUTES

[14.08.041](#) *Regional school boards*

[14.08.045](#) *Vacancies*

[14.08.081](#) *Recall*

[14.12.070](#) *Vacancies*

[14.14.080](#) *Declaring a school board vacancy*

[29.26.240 - 29.26.360](#) *Recall*

*Adoption: May 23, 1995*

*Revised: April 29, 2025*

**Northwest Arctic Borough School District**

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President Hansen and Northwest Arctic Borough Board of Education.

I am Writing to express my interest in filling in on the vacant school board seat D. Representing Ambler Shungnak and Kobuk .

Please consider appointing me to fill this vacant seat D until the next regular election

Thank you Lawrence Jones.

A handwritten signature in black ink that reads "Lawrence Jones". The signature is written in a cursive style with a large initial "L" and "J".

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*Legal Reference:*

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*Adopted: April 28, 2025*

**Northwest Arctic Borough School District**

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## CODE OF ETHICS

This code of ethics expresses the personal ideals which the School Board believes should guide each School Board member's activities.

In all actions as a School Board member, the member's first commitment is to the well-being of our youth. His/her primary responsibility is to every student in the district.

School Board members also have other major commitments to:

- The Community. Each School Board member is responsible to all residents of the district and not solely to those who elected him/her; nor solely to any organization to which he/she may belong, or which may have supported his/her election.
- Individuals. Each School Board member has a direct concern for every individual in the community. As an integral part of his/her duties, he/she represents the authority and responsibility of government. This authority must be exercised with as much care and concern for the least influential as for the most influential member of the community.
- Employees. The School Board member's actions may affect the capability of district employees to practice their trade or profession and should encourage their increasing competence and professional growth.
- Laws, Policies. Each School Board member must be aware of, and comply with, the [constitutions of State](#) and [Nation](#), the [Alaska Education Statutes](#), other laws pertaining to public education, and the established policies of the district.
- Decision making. Each School Board member is obliged by law to participate in decisions pertaining to education in the district. As an elected representative of the people, the School Board member can neither relinquish nor delegate this responsibility to any other individual or group.
- Individual Feelings and Philosophy. Every individual School Board member has something to contribute to society.

Understanding and acting upon the foregoing premises, each School Board member shall:

- Consider his/her position on the School Board as a public trust and not use it for private advantage or personal gain.
- Be constantly aware that he/she has no legal authority except when acting as a member of the School Board. School Board members shall present their concerns and concepts through the process of School Board debate. If in the minority of any

decision, they shall abide by and support the majority decision. When in the majority, they shall respect divergent opinions.

- Encourage ideas and opinions from the residents of the district and endeavor to incorporate community views into the deliberations and decisions of the School Board.
- Devote sufficient time, thought, and study to proposed actions so as to be able to base decisions upon all available facts and vote in accordance with honest convictions, unswayed by partisan bias of any kind.
- Remember that the basic functions of the School Board are to establish the policies by which district schools are administered and to select the Superintendent or designee and staff who will implement those policies.
- Promote and participate actively in a concerted program of timely exchange of information with all district residents, parents, employees and students.
- Recognize that the deliberations of the School Board in executive session may be released or discussed in public only with School Board approval.
- Make use of opportunities to enlarge his/her potential as a School Board member through participation in educational conferences, workshops and training sessions made available by local, state and national agencies.

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**Name**

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**Signature**

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**Date**