

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** September 30, 2025

**NUMBER:** 26-039

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BB 9120  
Officers and Duties; First  
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 BB 9120 Officers and Duties 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 BB 9120 Officers and Duties within the Board Bylaw series.

This update includes the legal note and removes "receipt" per the Alaska Statute.

The Board Policy Committee reviewed the proposed changes, recommends approval and to open for public comments.

### **ALTERNATIVES:**

1. Approve the first reading of the proposed revisions to BB 9120 Officers and Duties as presented and open for public comments;
2. Do not approve the first reading of the proposed revisions to BB 9120 as presented;
3. Take no final action.

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

The administration recommends the Board approve the first reading of the proposed revisions to BB 9120 Officers and Duties as presented and open for public comments.

## BB 9120 OFFICERS AND DUTIES

Note: Pursuant to A.S. 14.08.091 and A.S. 14.14.070, the School Board must meet within seven days of the certification of election results in order to elect one of its members as president, one as clerk, and if necessary, one as treasurer.

At its organizational meeting, held within seven (7) days ~~after receipt~~ of the certification of the results of the election, the Board shall elect officers in the following order: President, Vice-President, Secretary and Treasurer. Before taking office, each new member shall sign the oath of office.

(cf. 9121 — School Board President)

(cf. 9122 - Vice President/Clerk)

(cf. 9123 - Secretary/Treasurer)

Legal Reference:

### ALASKA STATUTES

[14.08.091](#) Administration

[14.12.110](#) Single body as assembly and school board

[14.14.070](#) Organization of school board

[29.20.300](#) School boards

Adoption Date: May 23, 1995

Revised:

**Northwest Arctic Borough School District**