

2217 E Tudor Road, Suite 1A
Anchorage, AK 99507
907-561-2229
Fax: 907-646-9206
anchorage@sylvanalaska.com

March 17, 2022

Dear Mr. Carlson and the North Slope Borough School District Board of Education,

It is our honor and pleasure to submit this plan for Sylvan Learning to continue the tutoring program in schools throughout the North Slope Borough School District during the 2022-2023 school year. Sylvan's use of technology facilitates a partnership with schools and helps meet the goals of academic growth and success for all students. This program operates across vast distances in real-time, gathering student data, and making use of Sylvan's adaptive technology to meet the individual needs of every student.

The past two years have presented challenges due to the pandemic which limited participation in the program. However, our goal for the 2022-2023 school year is to implement Sylvan tutoring programs for students in every school in the North Slope Borough School District.

Sylvan's tutoring program provides site-specific planning and scheduling, Sylvan tutor training, assessments, program implementation, and progress tracking. Sylvan works with each school administrator to coordinate the scheduling of staff and students in grades 2-12. Sylvan students make progress in as little as two instructional hours per week. With that being said, students who consistently attend 4-6 hours per week make the most progress. Therefore, students with the best attendance rates will have the opportunity to enroll in this tutoring program, ensuring that program participation will be consistent and adhered to throughout the school year.

Tutoring will be conducted by a fully-trained, qualified, and certified Sylvan tutor. Sylvan agrees to train classified staff who meet the following requirements:

- Achieve GLE score of 12.9 or higher on the STAR Reading/Math Assessment, to be administered by a Sylvan Director
- Employee attendance record of 90% or greater from the prior year

Sylvan Directors will provide at least 15 hours of training to each qualified staff member selected to be a Sylvan tutor. The training will consist of a program orientation, 5 hours of Sylvan University (SUN) training to be completed with the Sylvan Director, completing and passing the Sylvan Instructor written tests, and 10 hours of in-person hands-on training. A Sylvan Director will conduct 2 site visits per semester for every school as part of Sylvan's ongoing program support.

The following proposal is based upon Sylvan Learning of Alaska providing the following:

1. Privileges to access the licensed programs and required software
2. Detailed reports indicating student progress

The North Slope Borough School District will be asked to provide the following:

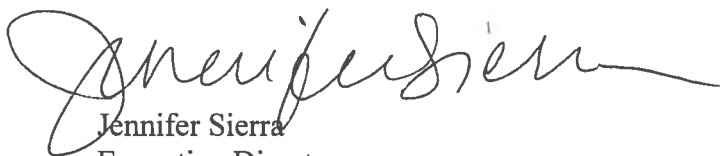
1. Instructional space for tutoring within each school
2. A lead tutor serving as the main point of contact with the Sylvan director
3. Wi-Fi
 - a. Recommended 16 Mbps download, with a minimum 10 Mbps download
 - b. Minimum 3 Mbps upload
4. Each student will need an iPad during instructional time. The amount of iPads needed will be determined by the total number of students simultaneously receiving instruction. As an example, if we are teaching 24 students total, but only 6 are attending instruction at the same time, we will only need 6 iPads. The iPad models that can be used are:
 - a. iPad 5, iPad 6, and iPad 7
 - b. If you have other models, we will check for compatibility

Our price structure is as follows:

1. Sylvan instructor rate: \$60/hour for training and \$45/hour for travel
2. SylvanSync instructional services software is
 - a. \$20/session for the first 250 sessions per month
 - b. \$15/session thereafter
3. Student assessments are \$40 each
4. Sylvan will bill for travel, lodging, and meal expenses

Thank you for your consideration and approval of this proposal. If you have any questions or require further information, please do not hesitate to contact us at the above-referenced telephone number.

Respectfully,



Jennifer Sierra
Executive Director
Sylvan Learning of Alaska

