



**NORTH SLOPE BOROUGH SCHOOL DISTRICT
M E M O R A N D U M**

TO: Nancy Rock, Board President
Members of the School Board

THROUGH: David Vadiveloo, Chief School Administrator ^{DS} DV

THROUGH: Fadil Limani, Chief Financial Officer 

FROM: Lori Roth, Director Student Services ^{DS} LR

DATE: May 4, 2022

SUBJECT: Contracts over \$10,000-DJZ, LLC

**Memo No. SB22-197
(Action Item)**

2020-2025 STRATEGIC PLAN SUMMARY

1.0 STUDENT SUCCESS: All students will reach their intellectual potential and achieve academic success through integrating Iñupiaq knowledge systems into the core content areas and focusing on the development of the Whole Child.

1.7 STUDENT WELL-BEING: Support the physical, nutritional, mental, and social-emotional health of all students.

4.0 FINANCIAL & OPERATIONAL STEWARDSHIP: Effectively employ our operational and financial resources to support our strategic goals and long-term stability of the district.

4.2 FINANCIAL STEWARDSHIP/MANAGEMENT: Ensure financial management based on what is best for our students.

Issue Summary:

In accordance with applicable Board policy, contracts and MOA's \$10,000 or greater require Board approval. BP 3312

Background:

DJZ, LLC (Donald Zanoff) has provided speech/language services and professional development to NSBSD staff for federally mandated related services required in the Individuals with Disabilities Act (IDEA) to ensure a free and appropriate public education (FAPE) to students with speech/language needs and Board Policy 6164.4. Mr. Zanoff an Alaska licensed provider who administers and completes initial speech evaluations, re-evaluations, or file reviews for student(s) to determine initial or on-going speech/language needs. Mr. Zanoff is responsible to provide monthly on-site and/or remote contact with Student Services Staff to support parents, students, and educational staff with individualized program development, materials development, assistive technology, and direct services. Mr. Zanoff schedules, and provides, remote direct services on a one-to-one or small group basis as outlined in Individual Education Programs (IEP). Mr. Zanoff attends speech related federally mandated meetings such as pre-assessment planning meetings, 90-day transition meetings, initial evaluations, re-evaluation, and IEP meetings.

Mr. Zanoff has provided speech/language services for the students of the North Slope Borough School District since 2006. He has established relationships with our students and families and was an essential part of our COVID-19 remote service delivery team. Mr. Zanoff's extensive on-site experience within the North Slope region was invaluable during the development of NSBSD's remote service delivery model for speech language services. Mr. Zanoff currently provides speech/language services to Ipalook Elementary School, Hopson Middle School, Barrow High School, Kiita Learning Community. Mr. Zanoff also provides training and support to a speech paraprofessional located at Ipalook Elementary School. Within this MOA, Mr. Zanoff will teach one of the Barrow extended school year programs (10 days in August) to qualified students.

Length of Contract: This MOA will be valid August 1, 2022 thru June 30, 2023.

Funding Source and Contract Amount:

This MOA is funded through the Title VI-B Special Education grant and the NSBSD General Fund. This MOA will fund up to 175 contractor days and not to exceed amount of \$124,250.00 (will include 10 days of extended school year services). In addition to the contracted days, the MOA includes travel for an amount not to exceed \$3,000.00. Travel will include 2 trips from Bozeman, Montana to the North Slope. Travel arrangements will be the sole responsibility of the contractor and the related costs will be included in the invoicing format of the monthly billings.

In addition to the above cost, while on the work site the School District provides housing for the contractor. Moving forward into future years, the District Administration will bring this before the School Board's consideration to include the housing as part of the contract negotiations and incorporate the housing costs into the grant narrative for reimbursement.

The total not to exceed amount of the contract is \$127,250.00.

Grand Funding:

This MOA is funded through the Title VI-B Special Education grant (fund 285.200.220.000.410), Title VI-B 619 Special Education Preschool grant (285.200.220.000.410) and the NSBSD general fund (100.200.220.000.410).

Available Budget:

The respective contract and related services are temporarily being encumbered under the School District Main Operating Fund Budget Code 100.200.220.000.410. Historically, such contractual obligations were encumbered through Grant Funding specifically within 285.200.220.000.410. Currently, there are no Grant Awards and no available budget for the corresponding contract to be encumbered to such Special Revenue Fund. It is expected that the District will continue to receive a Grant Award for such Program Services for FY22-23, in which at that time the identified encumbrance can be transferred over to the respective Special Revenue Fund and alleviate the encumbrance from the School District Main Operating Fund.

Compliance with BP 3311:

As noted above, Mr. Zanoﬀ is an Alaska licensed speech language therapist working for a daily rate of \$700.00 per day. He has been an independent contractor with the North Slope Borough School District since 2006. Since that time, Mr. Zanoﬀ has successfully fulfilled all MOA requirements resulting in NSBSD and families being pleased with the services he provides. Based on Mr. Zanoﬀ’s experience, this rate is within the acceptable range of rates paid across the state of Alaska (neighboring school district rate is \$650.00-\$725.00/day depending on experience). In support of the approval of a sole-source MOA, this contractor will require no training and no adjustment period to provide speech/language services to our students. The continuation of Mr. Zanoﬀ as a contractor will provide continuity of services, familiarity for students and parents, continuity of practice, pro-active planning, continued development of remote speech/language services, and on-going compliance with NSBSD special education processes. Not providing a sole-source contract and responding to a bidding process would result in students and families having to re-establish communication, re-develop trusting relationships, compensating for the loss of historical knowledge, and cause a disruption in continuity of student support in the Student Services Department. As such, the District waives such requirements set out in BP3311 as the underlying contract is in the best interest of the District.

Motion:

“I move that the NSBSD Board of Education approve the above \$10,000 and greater contract for DJZ, LLC, in an amount not to exceed \$127,250.00 as described in this memo and related attachments.”

Motion by _____ Seconded by _____

Advisory Vote _____ Vote _____