

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: November 25, 2025

NUMBER: 26-047

FR: Office of the Superintendent

SUBJECT: Approval to Amend Contract;
Karen McCain

ABSTRACT:

Board approval is required for contracts that exceed \$50,000.

ISSUE:

At issue is the Board's Approval to amend the Memorandum of Agreement (MOA) with Karen McCain of McCain Services for a total amount not to exceed \$224,827.17

BACKGROUND AND/OR PERTINENT INFORMATION:

Karen McCain of McCain Services serves as Project Evaluator for the District's Federal Grants. In addition to finding grant opportunities and assisting the district in writing grant proposals, her duties include evaluating and overseeing existing federal grant projects, data entry, and completing all required Federal Performance Reports. The amended MOA, which includes travel, is for a total of \$224,827.17

Funding for MOA	
General Grant Writing (general fund) Used when working on new grant applications only	\$15,000.00
Literacy Connection (LIT) Federal Grant (\$1,098,344) 7/01/2025 to 6/30/2026	\$59,996.72
Native Youth in Action (NYIA) Federal Grant (\$908,261) 7/01/2025 to 6/30/2026	\$31,621.05
Our Youth Positive Visions for the Future (OYVF) Federal Grant (\$1,391,733) 7/01/2025 to 6/30/2026	\$28,909.40
Alaska Native Education Ilisautri Project (\$1,186,243.00) 08/01/2025 to 7/31/2026	\$35,300.00
Iñupiatun Ilisaqta Project (TIIP) (\$509,007.00) 7/02/2025 to 7/01/2026	\$31,500.00
Preparing Our Youth (POY) (\$499,617.00) NEW 10/01/2025 to 6/30/2026	\$22,500.00
Total	\$224,827.17

The grants Karen McCain assists the district in managing for the FY26 (including carryover) total \$6,434,171.00. Her outside evaluator costs for those grants equal 3.49%

ALTERNATIVES:

1. Approve the amendment to the Memorandum of Agreement (MOA) with Karen McCain of McCain Services for the amount not to exceed \$224,827.17 as presented;
2. Disapprove the amendment to the MOA for McCain Services for the amount not to exceed \$224,827.17 as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the MOA with McCain Services for a total amount not to exceed \$224,827.17, as presented.

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

ADDENDUM TO MEMORANDUM OF AGREEMENT

MOA # 226026MOA

Between

Contractor Name: Karen McCain—McCain Services

Address: PO Box 520505

Big Lake, AK 99652-0505

and

Northwest Arctic Borough School District

The above-referenced Memorandum of Agreement is hereby amended as follows:
MOA Addendum:

	<u>Amount</u>
Account #: <u>100.099.510.000.410</u>	<u>\$15,000.00</u>
Account #: <u>353.099.350.000.410</u>	<u>\$59,996.72</u>
Account #: <u>354.099.350.000.410</u>	<u>\$31,621.05</u>
Account #: <u>367.099.320.000.410</u>	<u>\$28,909.40</u>
Account #: <u>365.099.350.000.410</u>	<u>\$35,300.00</u>
Account #: <u>366.099.350.000.410</u>	<u>\$31,500.00</u>
Account #: <u>358.099.350.000.410</u>	<u>\$22,500.00</u>
NEW MOA Total:	<u>\$224,827.17</u>

Budget Authority Approval: _____

Contractor Additionally Agrees:

MOA is addended to include all contracted services for Preparing Our Youth (POY) grant awarded 10/01/2025. (fund 358)

District Additionally Agrees:

Pay for all billed services in a timely manner, contractor is also provided a school district laptop for district related work and has access to district technology services as required as a contractor.

Date of Board Approval (if applicable):

Agreed to by:

Contractor, (Sign and Return to Program Contact Person)

Date

Superintendent- Authorized Signature, NWABSD

Date

Director of Administrative Services, NWABSD

Date