



**NORTH SLOPE BOROUGH SCHOOL DISTRICT**  
**MEMORANDUM**

**TO:** Robyn Burke, President  
Members of the School Board

**THROUGH:** David Vadiveloo, Chief School Administrator

**THROUGH:** MJ Geiser, Assistant Superintendent

**FROM:** Lori Roth, Director Student Services

**DATE:** March 3, 2023

**SUBJECT:** Contracts over \$10,000 - **Memo No: SB23-137**  
DJZ, LLC (Donald Zanoff, speech/language services) **(Action Item)**

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**NSBSD Strategic Plan:**

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

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: Ensure financial management based on what is best for our students.

**NSBSD Policy Manual:**

BP 3312, Contracts: The Superintendent of designee may enter into contracts and memoranda of agreement (MOA's) on behalf of the District. All contracts and MOA's with a dollar value of \$10,000 or greater must be approved by the School Board.

**Issue Summary:**

The Board approved this contract over \$10K for DJZ, LLC in the amount not to exceed \$127,250 at the May 10, 2022 Regular Meeting to provide speech/language services and professional development to NSBSD staff for related services required under the Individuals with Disabilities Act (IDEA) and Board Policy 6164.4 to ensure a free and appropriate public education (FAPE) to students with speech/language needs.

The addendum includes providing Extended Year Services as approved previously within past Board approved MOA's. Mr. Zanoff has agreed to participate in the May 2023 ESY program to provide training and support to local Extended School Year staff. NSBSD gives priority to local NSBSD employees to staff Extended School Year programs, as needed. Extended School Year programs are typically implemented in May and August for identified special education students. This Addendum should not be viewed as a 1 time increase and should not be viewed as precedent setting for future MOA's.

**Background:**

Mr. Zanoff, an Alaska licensed provider, administers 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 who support

parents, students, and educational staff. He provides support 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. Please see attached MOA for additional responsibilities.

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 through June 1, 2023. There is no change to the contract length with the addendum.

#### **Funding Source and Contract Amount:**

This MOA is funded through the Title VI-B Special Education grant, Title VI-B 619 Special Education Preschool grant, and the NSBSD General Fund. This MOA will fund up to 175 contractor days and may not to exceed \$124,250.00 (will include 10 days of extended school year services in August). Travel for Mr. Zanoﬀ has been estimated up to \$3,000.00 for up to 2 trips from Bozeman, Montana for a total MOA not to exceed \$127,250.00. No NSBSD employee benefits are associated with this MOA.

Addendum: This Addendum is funded through the Title VI-B Special Education grant. It will include an additional 10 days of work and should not be viewed as a 1 time increase and should not be viewed as precedent setting for future MOA's. Mr. Zanoﬀ will be funded at \$710.00 per day for a total of 185 days and may not exceed \$131,350.00. Total MOA Addendum may not exceed \$134,350.00. There will be no increases to travel funds associated with this Addendum.

#### **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 (315.200.220.000.410) and the NSBSD general fund (100.200.220.000.410).

Addendum: This Addendum is funded through the Title VI-B Special Education grant (fund 285.200.220.000.410).

#### **Compliance with BP 3311:**

Mr. Zanoﬀ is an Alaska licensed speech language therapist working for a daily rate of \$710.00 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.

**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 and 315.200.220.000.410. 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.

Addendum: This Addendum is funded through the Title VI-B Special Education grant (fund 285.200.220.000.410). There is currently \$134,545.87 unencumbered funds.

**Proposed Motion:**

“I move that the NSBSD Board of Education approve the above \$10,000 and greater proposal for DJZ, LLC (Donald Zanoﬀ, speech/language pathologist) in an amount not to exceed \$134,350.00 as described in this memo and attachments.”

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Vote \_\_\_\_\_