




**NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM**

TO: John Hopson, Jr., President
Members of the Board

THROUGH: David Vadiveloo, Superintendent 

FROM: Caitlin Santos, Director of Curriculum & Instruction 

DATE: December 30, 2024

**SUBJECT: Contract Under \$50K
CORE Learning**

**Memo No. SB25-112
(Information Item)**

NSBSD Policy Manual:

Board Policy 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 \$50,000 or greater must be approved by the School Board.

NSBSD Strategic Plan Summary:

Culturally Responsive Instruction

Goal 2: All students perform at or above grade level

Student Social & Emotional Wellbeing

Goal 5: Facilitate & maintain culturally, emotionally, & physically safe learning environments

Staff Support & Professional Development

Goal 6: Build and sustain a thriving workforce aligned with the mission of this District

Issue Summary:

As we work to rebuild the instructional support for our staff, as well as instruction and intervention support for our students, outside support is needed. We have engaged with CORE Learning to provide targeted support to Nunamiut School and Harold Kaveolook School based on need, and School Improvement grant programs.

Background:

CORE Learning has a long-standing history with the NSBSD. We have utilized their services over the past 15 years for the quality of their consultants and long-standing work in rural Alaskan Schools.

As we move towards providing very targeted intervention, based on student needs, CORE Learning consultants will visit these 2 additional sites to work with students, teachers, and building leadership. The purpose of their visit is threefold. Firstly, they will work with our teaching staff on high impact teaching strategies, and beefing up their intervention skills. In terms of intervention, this means not only figuring out the most pressing learning needs for students, but also how to meet those needs with our specific district structure and resources. Second, the CORE consultants will look at the structure within each school, including staffing and timing of instruction to help maximize our opportunities for student learning to finish out the current year, and start next year right. This will also include data analysis of student learning needs. The third purpose is to meet with building leadership to go over specific learning look-fors; instructional strategies that the staff should be using to maximize





instruction. The contractors will engage with C&I staff before, during, and after their visits, as well as providing written trip reports which will be utilized in planning for the coming school year.

This work, done now through the end of the school year, will provide a critical push into next year, and support the increased focus on intervention services at all sites. In addition, by utilizing contractors who have a long-standing relationship with the district, as well as solid experience in rural schools, the consultants act as force multipliers; increase the reach of the Curriculum & Instruction department in providing targeted support.

CORE Learning supported the district last year, and was identified by site admin as the best fit for present needs.

Length of Contract:

The contract runs from time signed to June 2025.

Funding Source and Contract Amount:

Nunamiut School: 265.430.100.000.410, \$15,200.00 – School Improvement

Harold Kaveolook School: 265.480.350.000.410, \$11,035.00 – School Improvement

Grant Funding:

This contract is entirely funded through School Improvement, see above.



Exhibit A
Scope of Work # R25-080
North Slope Borough School District

Contact: Caitlin Santos
 Work: (907) 852-9654
 Cell: (907) 799-6822

Title: Director of Curriculum and Instruction
 Email: caitlin.santos@nsbsd.org
 Address: PO Box 169, Utqiagvik, AK 99723

Services Description Start Date: 01/13/2025 – End Date: 06/30/2025

Item	Service/Material Name	Qty	Price/Item	Total
Full Day In-Person	ELA Site Implementation and Coaching Services for Kaktovik	2	\$5,412.50	\$10,195.00
Full Day In-Person	ELA Site Implementation and Coaching Services for Nunamiut	3	\$4,876.67	\$13,955.00
Teaching Reading Sourcebook (TRS) - With Training	ELA Site Implementation and Coaching Services	10	\$75.00	\$750.00
Teaching Reading Sourcebook (TRS) - With Training	ELA Site Implementation and Coaching Services	6	\$75.00	\$450.00
Shipping*	ELA Site Implementation and Coaching Services	1	\$480.00	\$480.00
Total Project Cost				\$26,505.00

Please be advised that if you increase your participant numbers and/or materials fewer than 30 days prior to a training date, CORE *CANNOT* guarantee delivery.
***We will bill for the actual shipping cost, this is an estimate.**

Site Implementation Support

5 days on site support for 2 schools, with optional training during early release days, based on schedules and topics to be determined in collaboration with school administrators

Specific services are determined during planning for each visit. A CORE Educational Consultant initiates a remote meeting with the principal/leadership team prior to the visit to determine the focus of visit and staff needs for support. In addition to the meeting, the team may choose to have the consultant review your comprehensive school literacy plan, including organization of instruction, implementation of a multitiered model, student grouping, time allocations, and materials.

The principal or site administrator and other instructional leaders are requested to participate in all visits. During the site visit, consultants work informally with small groups of teachers, coaches, and administrators. During the visit the consultants can engage in the following activities:

Collaborative Planning

The first CORE site visit is a crucial planning day to identify specific implementation issues and plan for organization, resources, and support needs. The Consultant will conduct initial walk-through visits to classrooms, which should also include your leadership team, and conduct initial visits with each teacher to determine individual classroom and teacher needs as well as working with the principal to develop a school-wide focus.

Classroom Teacher Coaching, Lesson Study, Program Planning

The Consultant provides a number of services directly to classroom teachers. With the local coach, she or he coaches classroom teachers based on direct observation and feedback. The Consultant also conducts collaboratively planned demonstration lessons, using your adopted materials. With the coach, the Consultant works with small groups of teachers to plan grade-level grouping and interventions based on analysis of assessment data. The Consultant also works with small groups of teachers to provide review and deeper understanding of adopted instructional materials, resolve implementation issues, and provide coaching on implementing effective instructional techniques. The number of classrooms and teachers visited during any one day depends on the priorities of the school leadership and the specific issues the Consultant needs to address.

Implementation of Scientifically-Based Instructional Materials

The Consultant can provide, if needed, help with an analysis of your program needs and your choice of the optimal program. Since CORE does not publish instructional materials and is not aligned with any one textbook publisher, the Consultant can provide impartial advice. The CORE Consultant team is familiar with many comprehensive, intervention, and supplemental materials supported by scientific research.

Executive Coaching

For school administrators, the Consultant provides personal coaching sessions that combine professional development with a discussion of instructional materials and visits to selected classrooms to calibrate observations and monitor program implementation. The Consultant works closely with the building administrator to ensure he or she understands how the instructional program is designed, what effective implementation of a core curriculum and supplemental intervention programs looks like, and how to use data to leverage improved achievement. Through regular classroom walk-throughs and facilitated sessions, the CORE Consultant supports the building leadership to have the knowledge, tools, and confidence to lead sustained literacy improvement efforts.

Assessment Support

Regular use of screening and progress-monitoring data can make intervention planning dramatically more effective. The Consultant provides assistance in the use of assessment instruments, including diagnostic data, screening and progress monitoring instruments, both CBM and curriculum-embedded assessments. The Consultant works closely with teachers, the principal, curriculum specialists, and coaches to show them how to analyze the data to plan student groupings and specific interventions. Teachers who have learned to incorporate such data into their teaching practice frequently respond positively to the growth they see in their own students' reading proficiency.

Off-site Continued Support

Through a combination of on-site, phone and email support, reports, and development of client resources (agendas, planning templates) the Consultant manages the CORE program of services closely with site administrators and teacher leaders, and serves as the liaison to CORE.

Participant Outcomes

- Identify specific implementation issues and plan for organization, resources, and support needs.
- Deepen the expertise of school leaders through training on instructional materials and assessment, as well as visits to selected classrooms to observe instruction and practice coaching and feedback.
- Improve classroom instruction as the CORE Consultant models lessons in classrooms and conducts classroom observations and coaching
- Help teachers more deeply understand adopted instructional materials and resolve implementation-related issues.
- Enable all instructional staff to use data to plan student groupings and interventions.
- Help coaches learn to analyze test data, facilitate on-site collaborative conversations, and develop solutions to implementation challenges.
- Alignment of instruction to standards.

Invoicing

CORE's total fee for the work to be performed under this SOW will be \$26,505.00. All invoices are payable within 30 days of receipt by Client.

Please provide your accounts payable contact information:

All payments will be sent to CORE's principal address or by electronic transfer to:

Mailing a check:

Consortium on Reaching Excellence in Education, Inc.

P.O. Box 69667, Baltimore, Maryland 21264

Tax ID: 94-3264308

Electronic Payment:

Name of Bank: M&T Bank

Account Name: Consortium on Reaching Excellence in Education, Inc.

Account Type: Business Checking

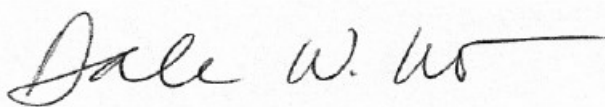
Account Number: 9887603885


Note: For all the above services, references to specific CORE Consultants are based on information known at the time of this SOW. CORE cannot guarantee that the named consultants will perform all services or perform in the capacity identified above. CORE reserves the right to provide alternate qualified consultants based on business circumstances.

The above proposal is the service offering based on the information above in the Total Project Cost section. Costs stated in this proposal are final once they are in the dually signed contract between CORE and the client. Any modification or subsequent changes to service specifications must be mutually agreed upon and if necessary, an amendment to said agreement between the two parties.

Each of the parties has caused this SOW to be executed on its behalf by its duly authorized representatives as of the Effective Date and agrees that an electronic signature of a duly authorized representative constitutes a valid signature for such party.

**CONSORTIUM ON REACHING EXCELLENCE
 IN EDUCATION, INC.**
CLIENT

Signature: 	Signature:
Name: Dr. Dale Webster	Name:
Title: President	Title:
Date: 12/10/2024	Date:
Tax ID: 94-3264308	Tax ID:

Signature: 
DSVadiveloo (Jan 3, 2025 21:36 AKST)
Email: david.vadiveloo@nsbsd.org

Signature: 
Caitlin Santos (Jan 3, 2025 16:59 AKST)
Email: Caitlin.Santos@nsbsd.org