

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: April 30, 2024

NUMBER: 24-139

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 \$133,785.35

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 \$133,785.35.

Funding for amended MOA --	
General Grant Writing (general fund)	\$10,000.00
Literacy Connection (LIT) Federal Grant FY23 <i>October 1, 2022 to September 30, 2023 (fund 353)</i>	\$16,543.41
Literacy Connection (LIT) Federal Grant FY24 <i>October 1, 2023 to September 30, 2024 (fund 353)</i>	\$29,800.00
Native Youth in Action (NYIA) Federal Grant FY23 (fund 354) <i>October 1, 2002 to September 20, 2023</i>	\$8,578.80
Native Youth in Action (NYIA) Federal Grant FY24 (fund 354) <i>October 1, 2023 to September 20, 2024</i>	\$15,200.00
Our Youth Our Future (OYOF) Federal Grant FY23 (fund 367) <i>January 1, 2023 to December 31, 2023</i>	\$23,563.14
Our Youth Our Future (OYOF) Federal Grant FY24 (fund 367) <i>January 1, 2024 to December 31, 2024</i>	\$30,100
Total	\$133,785.35

ALTERNATIVES:

1. Approve the amendment to the Memorandum of Agreement (MOA) with Karen McCain of McCain Services for the amount not to exceed \$133,785.35 as presented;
2. Disapprove the amendment MOA for McCain Service 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 \$133,785.35 as presented.

NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

**ADDENDUM TO
MEMORANDUM OF AGREEMENT**

MOA # 223021MOA

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>\$ 10,000</u>
Account #: <u>353.099.350.223.410</u>	<u>\$ 16,543.41</u>
Account #: <u>354.099.350.223.410</u>	<u>\$ 8,578.80</u>
Account #: <u>367.099.320.223.410</u>	<u>\$ 23,563.14</u>
Account #: <u>353.099.320.224.410</u>	<u>\$ 29,800</u>
Account #: <u>354.099.350.224.410</u>	<u>\$ 15,200</u>
Account #: <u>367.099.320.224.410</u>	<u>\$ 30,100</u>
NEW MOA Total:	<u>\$133,785.35</u>

Budget Authority Approval: Joy Corybman - Smith

Contractor Additionally Agrees:

MOA is addended to include consulting services for the 2024 Our Youth Our Future Grant 1/1/2024 to 12/31/2024. Karen McCain completes all Federal reporting requirements for this grant for the total cost through December 31, 2024 not to exceed \$30,100.

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): April 2024

Agreed to by:

Contractor, (Sign and Return to Program Contact Person)

Date

Superintendent- Authorized Signature, NWABSD

Date

Director of Administrative Services, NWABSD

Date