



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

TO: Robyn Burke, President
Members of the School Board

THROUGH: David Vadiveloo, Superintendent DSV
DSV

THROUGH: Dr. Bobby Bolen, Chief Operating Officer BB
BB

FROM: Reginald Santos, Director of Information Technology RS
RS

DATE: April 1, 2024

SUBJECT: Contracts Over \$10K - SERRC

Memo No: SB24-142
(Informational Item)

NSBSD Policy Manual:

BP 3311, Bids: All purchases in the amount of \$20,000 or more shall be based, when possible, on three competitive bids. The Superintendent or designee shall establish procedures to ensure that formal advertised bids are solicited for purchases over \$50,000.

BP 3312, Contracts: The Superintendent or designee may enter into contracts and memoranda of agreement on behalf of the district. All contracts and memorandums of agreement with a dollar value of \$50,000 or greater must be approved by the School Board.

2020-2025 NSBSD STRATEGIC PLAN

4.0 Financial & Operational Stewardship: Effectively employ our operational and financial resources to support the long-term stability of the district.

Issue Summary:

Provided is an informational update for the South East Regional Resource Center (SERRC) for the professional services rendered by Ms. Kela Halfman, our E-Rate coordinator. This memo highlights Ms. Halfman's contributions, specifically her involvement in the E-Rate application process and her additional responsibility of applying on behalf of our district for the Alaska Broadband Assistance Grant (BAG).

Background:

Ms. Kela Halfmann has assisted our school district with the E-Rate application process for the school year 2024-2025, which is critical to securing federal funding for internet and telecommunications. Her responsibilities include identifying eligible services, ensuring accurate and timely application submissions, and maintaining compliance with E-Rate regulations.

Ms. Halfmann's professionalism, deep knowledge, and extensive experience in the E-Rate domain have made her a valuable asset to our district and to numerous educational institutions across Alaska. Her proficiency in managing the E-Rate application process has significantly contributed to our district's ability to obtain and maximize vital funding. In addition to her E-Rate responsibilities, Ms. Halfmann also assists in applying for the Alaska Broadband Assistance Grant on behalf of our district. This grant is vital for our district's aim to improve broadband access, enhancing educational resources and connectivity for our students and staff. Her expertise and experience in navigating federal funding applications are invaluable in our pursuit of these additional funds.

The SERRC invoice details Ms. Halfmann's services, which encompass her comprehensive support and guidance in the E-Rate and Alaska BAG application process. These services are essential for our district's ability to effectively leverage E-Rate and BAG funding and support our ongoing efforts to enhance educational technology and connectivity.

Funding Source and Contract Amount:

Professional and Technical – 100.200.355.000.410, Uncommitted Balance: \$30,166.04

SERRC Contract Amount: \$27,581.00

Grant Funds:

No grant funds are associated with the funding of the attached renewal quotes.

Proposed Motion:

No motion is required. This is an informational Item as the purchases of supplies, materials, and equipment are within the discretion of the Chief School Administrator or designee.

Signature: *DS Vadiveloo*
DS Vadiveloo (Apr 20, 2024 11:45 AKDT)
Email: david.vadiveloo@nsbsd.org

Signature: *Bobby Bolen*
Bobby Bolen (Apr 19, 2024 23:22 AKDT)
Email: Bobby.Bolen@nsbsd.org

Signature: *Reginald Santos*
Reginald Santos (Apr 19, 2024 22:49 AKDT)
Email: reginald.santos@nsbsd.org