



**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, Chief School Administrator/Superintendent Dsv  
Dsv

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

**DATE:** September 6, 2023

**SUBJECT: Contracts over \$10,000- Sylvan Learning**

**Memo No: SB24-029**  
(Action Item)

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**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.

**NSBSD Policy Manual:**

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 \$10,000 or greater must be approved by the School Board.

**Issue Summary:**

In 2019, one of the School Board's priorities/initiatives was the adoption of the Sylvan Learning Program. Sylvan Learning has been awarded funding each year since with varying effectiveness. During the 2022-2023 school year, Sylvan Learning was successfully implemented at Hopson Middle School and Tikigaq School. This memo and proposal are being submitted to continue the support of Sylvan Learning in those two sites.

**Background:**

Sylvan Learning has been awarded funding since 2019 to provide training and support for local staff to become Sylvan tutors. Sylvan provided training to many paraprofessionals in all of our schools with varying levels of success and sustainability. Some of the issues discussed resulting in lack of progress in some sites include identifying classified staff with the required pre-requisite skills and consistent attendance.

Context/why this topic is coming up at this time

Previous agreements were valid for 1 calendar year. This proposal will be in effect from September 6, 2023 through June 30, 2024.

Reasons why you are making a recommendation

NSBSD continues to implement strategies to help our at-risk youth. Sylvan Learning is an evidence-based program that has shown its effectiveness in Tikigaq School and Hopson Middle School.

Why it will work

Sylvan Learning provides training and on-going support to trained Sylvan Tutors. They provide an electronic platform for lessons and on-going progress monitoring. Hopson Middle School and Tikigaq

School are two locations with consistent Sylvan Tutors and program implementation. Sylvan Learning will provide the following on-going supports:

- Support up to 4 paraprofessional tutors working with 3 students per day, 4 days per week.
- Support each paraprofessional to deliver 12 instructional sessions per week. Up to 384 sessions total per paraprofessional tutor.

What will be the results of doing it

This agreement will provide on-going support for students who have received Sylvan tutoring services. Both sites will continue current sessions and possibly identify additional students in need of Sylvan tutoring. Students will be identified through data reviews utilizing MAP and other site-based data. NSBSD will see an increase in MAP scores, grades, and students' engagement due to academic and social emotional progress.

When and how the results will be reported to the Board

The Student Services Office will request an end of year report detailing number of students served, paraprofessional needs/successes, and student growth.

**Length of Contract:**

September 6, 2023 thru June 30, 2024

**Funding Source and Purchase/Contract Amount:**

This MOA is funded through the Title 2 grant. This MOA will fund up to 384 sessions implemented by up to 4 Sylvan tutors. Each session is estimated at \$20.00/session. The maximum of this proposal is \$30,720.00 for the school year. No NSBSD employee benefits or travel are associated with this proposal.

**Available Budget:**

Currently, there are no Grant Awards and no available budget for the corresponding contract to be encumbered to such Special Revenue Fund in FY24. It is expected that the district will continue to receive the Title II Grant Award for such Program Services as in FY2023, in which at that time the identified contract can be encumbered under Account Code 270.200.351.000.410. This contract is subject to Grants Appropriation and in the event the Grant Funding is reduced and or not available in FY24 to support such program, the contract will be funded through 100.200.220.000.410 or, in such case, the district administration may consider bringing the contract back before the board for consideration with an alternative source of funding.

**Budget Line Transfer:**

Not applicable.

**Grant Funding:**

This contract is subject to Grants Appropriation and in the event the Grant Funding is reduced and or not available in FY24 to support such program, the contract will be funded through 100.200.220.000.410 or, in such case, the district administration may consider bringing the contract back before the board for consideration with an alternative source of funding.

**Compliance with BP 3311.**

The Sylvan Learning model is a proprietary model and this contract represents a continuation of a sole source agreement. Sylvan provides a professional service that has been deployed successfully in the

District in past years. Sylvan provide certification for staff and have a model that offers proven benefits to our students. The District recommends that the requirement to comply with BP3311 be waived.

**Recommendation:**

It is the recommendation the Board approve the attached proposal for Sylvan Learning to provide on-going training to paraprofessionals in Tikigaq and Hopson Middle School in the amount not to exceed \$30,720.00.

**Proposed Motion:**

“I move that the NSBSD Board of Education approve the above \$10,000 and greater proposal and related contract for Sylvan Learning, in the amount of \$30,720.00 as described in this memo and related attachments.”

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

Vote \_\_\_\_\_

**Signature:** Lori Roth  
Lori Roth (Sep 9, 2023 12:50 AKDT)

**Email:** lori.roth@nsbsd.org

**Signature:** DS Vadiveloo  
DS Vadiveloo (Sep 9, 2023 13:51 AKDT)

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