



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

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

**THROUGH:** David Vadiveloo, Superintendent DSV

**FROM:** Michael Hautala, Director of Student Services MH

**DATE:** March 25, 2025

**SUBJECT:** **Contract \$50K and Over –  
SERRC—Special Education Teacher Services**

**Memo No. SB25-154**  
(Action 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.

BP 3311, Bids: All bids under federal awards must be made in accordance with the standards set forth in 2 CFR 200.320, set forth below. One of the following five methods of procurement shall be used for each purchase under a federal award:

2. Small Purchases: Between \$10,000 and \$250,000

- a. Rate quotes must be obtained from two or more sources
- b. Quotes can be obtained from suppliers or from public websites

5. Sole Source: Purchases of any amount that meet one of the following four requirements:

- a. Good/service is only available from a single source
- b. Only one source can provide the good/service
- c. Written pre-approval from the Federal awarding agency
- d. Competition is deemed inadequate, after solicitation attempts through one of the other methods

The following items are exempted from formal purchasing procedures:

- c. Professional or consultant services such as medical, legal, negotiation, technical, or educational, not including architectural/engineering design services
- j. Contracts, when time is of the essence for reasons of health or safety, or to comply with legal requirements in a timely manner.

**NSBSD Strategic Plan Summary:**

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

Financial & Operational Stewardship

Goal 7: Standardize high-functioning, efficient, student-focused operations

**Issue Summary:**

Teacher shortages statewide and nationally have been felt more acutely in the Special Education space. At the same time, SPED needs in schools appear to be on the rise. The District has maintained a focus on recruiting for these positions but is still understaffed and in some cases unable to meet housing needs.

The Southeast Regional Resource Center (SERRC) is an Alaska-based agency that provides statewide related services. To address vacancies of Special Education teachers, counselors, and intensive paraprofessionals, Student Services recommends a contract with SERRC for Special Education Teachers to ensure the District is in compliance with local and federal special education laws and regulations.

The Student Services department estimates it will require contract support for itinerant Special Education Teacher services providing sixty on-site days plus fifty-five office days between six trips, and sixty-five distance days in the amount of \$144,348.00.

**Funding Source and Contract Amount:**

This contract is funded through the General Fund account code 100.200.200.000.410 in the amount of \$144,348.00.

**Compliance with BP 3311.**

This contract is exempt as allowed under BP 3311, Exemptions (C) Professional educational services and (j) Contracts, when time is of the essence for reasons of health or safety, or to comply with legal requirements in a timely manner.

**Recommendation:**

The administrative recommendation is to approve this contract with Southeast Regional Resource Center (SERRC) to provide itinerant special education teacher services.

**Proposed Motion:**

“I move that the NSBSD Board of Education approve the above \$50,000 and greater proposal and related contract with Southeast Regional Resource Center (SERRC) in the amount of \$144,348, as described in this memo and related attachments.”

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

Vote \_\_\_\_\_

