



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: Tracy Mulvenon, Assistant Superintendent TM
TM

FROM: Michael Hautala, Director of Student Services MH
MH

DATE: September 16, 2024

SUBJECT: Contract over \$10,000
SERRC – Special Education Teacher Services

Memo No: SB25-045
(Informational Item)

NSBSD Strategic Plan Goal:

Student Social & Emotional Wellbeing

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

NSBSD Policy Manual:

Board Policy 3300 Expenditures/Expending Authority: The Superintendent or designee may purchase supplies, materials, and equipment in accordance with the law. The Superintendent or designee shall not authorize any proposed expenditure that exceeds the major budget classification allowance against the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

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 or purchases when time is of the essence for reasons of health or safety, or to comply with legal requirements in a timely manner.

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.

Issue Summary:

Teacher shortages statewide and nationally have been felt more acutely in the Special Education space. The District has maintained a focus on recruiting for these positions but is still understaffed. To ensure we were able to provide services to all students at the start of the school year (while still seeking to recruit full-time staff), the District engaged a contractor to meet the student needs.

The Southeast Regional Resource Center (SERRC) is an Alaska-based agency that provides state wide related services. To address vacancies and to ensure the District is in compliance with local and federal special education laws and regulations the District contracted SERRC.

The District entered into a contract for a Special Education Teacher itinerantly due to the lack of housing and paraprofessional staffing where they will provide twenty on-site days and eighteen office days between two trips, and eighteen distance days in the amount of \$44,160.

A contract for additional days in the amount of \$84,111.00 will be presented for Board consideration at the September 18, 2024 Board meeting.

Funding Source and Purchase/Contract Amount:

This MOA is funded through the General Fund account code 100.430.200.000.410 in the amount of \$44,160.00

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.

Proposed Motion:

No motion is required. This is an informational item as contracts below \$50,000 are within the discretion of the Superintendent or designee.

Signature: 
DS Vadiveloo (Sep 17, 2024 16:48 AKDT)

Email: david.vadiveloo@nsbsd.org

Signature: 
Michael Hautala (Sep 17, 2024 16:49 AKDT)

Email: michael.hautala@nsbsd.org

Signature: 
Tracy Mulvenon (Sep 17, 2024 21:08 AKDT)

Email: tracy.mulvenon@nsbsd.org