



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

**TO:** Qaiyaan Harcharek, Board President  
Members of the School Board

**THROUGH:** Pauline Harvey, Superintendent DocuSigned by:  
Pauline Harvey  
A79222E99661479

**THROUGH:** Fadil Limani, Chief Financial Officer DocuSigned by:  
Fadil Limani

**THROUGH:** David Jones, Interim Assistant Superintendent DocuSigned by:  
David Jones  
4DBF67BA7BDD4BD...

**FROM:** Liz Noble, Director of Curriculum & Instruction DocuSigned by:  
Liz Noble  
D68B6E2188EA461...

**DATE:** April 6, 2021

**SUBJECT: Contracts over \$10,000-Sylvan Learning** **Memo No. SB21-158  
(Action Item)**

**2020-2025 STRATEGIC PLAN SUMMARY**

**1.0 STUDENT SUCCESS:** All students will reach their intellectual potential and achieve academic success through integrating Iñupiaq knowledge systems into the core content areas and focusing on the development of the Whole Child.

**4.0 FINANCIAL & OPERATIONAL STEWARDSHIP:** Effectively employ our operational and financial resources to support our strategic goals and long-term stability of the district.

**4.2 FINANCIAL STEWARDSHIP/MANAGEMENT:** Ensure financial management based on what is best for our students.

**4.3 LEARNING ENVIRONMENT & SUPPORTS:** Create student-centered schools incorporating culture beyond curriculum into all aspects of our work including facilities and operations.

**Issue Summary:**

In accordance with applicable Board policy, contracts and MOA's \$10,000 or greater require Board approval. BP 3312

**Background:**

In 2019, one of the School Board's priorities/initiatives was the adoption of the Sylvan Learning Program. Sylvan provided an opportunity for students in Title I schools to participate in the Sylvan Learning tutoring program for school year 2019-2020. This school year, 2020-2021, Sylvan Learning has provided support, certification and tutoring for Point Hope, Point Lay, Wainwright, Hopson Middle School, Harold Kaveolook School and Nunamiut School.

If approved Sylvan Learning will continue to deliver instruction using a personalized and adaptive learning plan focused on students’ academic success in reading and math district wide. A digital platform, SylvanSync is used by the Sylvan instructors to provide individualized instruction, as well as motivate and engage students as they improve their math and reading skills. Training for Sylvan tutors at District schools includes live in-person hands-on tutor training with students and Sylvan University training courses such as SylvanSync Reading, SylvanSync Math, Table Management, and Tutoring Fundamentals.

For effective instruction, the Sylvan requirements are as follows:

- Minimum of 2 hours of instruction weekly
- Classified Staff- Student ratio: 1:3
- Target student population: Grades 2-12

**Length of Contract:** July 1, 2021-June 30, 2022

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

Funded through Title II Grant

**Amount:** \$60,000

**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 FY21. It is expected that the District will continue to receive the Title II Grant Award for such Program Services in FY2022, 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 FY22 to support such program, the contract will be null and void. 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 BP3311:**

Sylvan Learning is the only vendor that can provide Sylvan training and Sylvan certification for staff.

**Motion:**

“I move that the NSBSD Board of Education approve the above \$10,000 and greater proposals and related contract with Sylvan Learning in an amount not to exceed \$60,000, as described in this memo and related attachments.”

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

Advisory Vote \_\_\_\_\_ Vote \_\_\_\_\_