

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: August 26, 2025

NUMBER: 26-010

FR: Office of the Superintendent

SUBJECT: Approval of Safe & Civil
Schools (Susan Isaacs)
MOA FY26

STRATEGIC PLAN/BOARD GOAL:

NWABSD Strategic Goal 2: Instructional Supports

ABSTRACT:

Board approval is required for purchases that exceed \$50,000.

ISSUE:

At issue is the Board's approval of FY26 Safe and Civil consulting and professional development expenses with Susan Isaacs to enhance positive behavior strategies and support at all sites. This initiative includes training and materials to implement PBIS effectively across the district. Total expenditure not to exceed \$196,000, which includes actual travel costs.

BACKGROUND AND/OR PERTINENT INFORMATION:

Please see the attachment for pricing and scheduling specifics.

Funding: General Fund and Title 1 Professional Development Set Aside (fund 267)

ALTERNATIVES:

1. Approval of the Safe & Civil Schools (Susan Isaacs) MOA FY26, not to exceed \$196,000 as presented.
2. Disapproval of the Safe & Civil Schools (Susan Isaacs) MOA FY26, not to exceed \$196,000 as presented.
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

1. The administration recommends approval of the Safe & Civil Schools (Susan Isaacs) MOA FY26, not to exceed \$196,000 as presented.

Northwest Arctic Borough School District

P. O. Box 51 Kotzebue, AK 99752

MEMORANDUM OF AGREEMENT (MOA)

(MOA's for more than \$50,000 must be approved by the School Board prior to start of Contract)

(In a fiscal year MOA's to the same Contractor totaling more than \$50,000 must be approved by the School Board prior to start of Contract)

TAB BETWEEN FIELDS

Contractor: ANCORA PUBLISHING MOA Control #: _____
Name of Company Contact Carol Furman for #

Address: 21 West 6th Eugene OR 97401
Street or POB City State Zip + four

(800) 323-8819 Elizabeth@safeandcivilschools.com
Area Code Phone # Fax # E-mail Address

Federal ID #: 51-0532241 Or Soc. Sec. #: _____ Alaska Business License #: _____
Enter without Dashes

8/15/2025 6/30/2026 ☐ W-9 Attached ☒ W-9 Submitted Previously
Start Date (mmddyy) End Date (mmddyy)

Contractor Agrees To: Foundations and a CHAMPS Site-
Based Support Audience: Administrators/School Staff Trainer: Susan Isaacs
In-Person See attached proposal for more information. Total costs includes actual travel
costs and travel fee.

If additional space is needed, indicate here ☒ **See attachment**

District Contact Person: Joy Cogburn-Smith Phone #: (907) 442-1814 Ext _____
Email Address: jcogburn@nwarctic.org Fax #: _____

District Agrees To: Pay for above mentioned services in a timely manner.
If additional space is needed, indicate here ☐ **See attachment**

Payment Terms: The consultant will submit service invoices to the district for the consulting fees. Upon
submittal of receipts, payment for services will be made in accordance with this agreement.
If additional space is needed, indicate here ☐ **See attachment**

Enter Account Code as:	xxx.xxx.xxx.xxx	<u>Amount</u>
Account #:	<u>267.099.350.226.410</u>	<u>\$98,000</u>
	<u>100.099.356.000.410</u>	<u>\$98,000</u>
	TOTAL	\$196,000.00

MOA Not to Exceed: \$196,000.00 Budget Authority Approval _____



R A N D Y S P R I C K ' S
safe&civil
S C H O O L S



August 12, 2025

SAFE AND CIVIL SCHOOLS TRAINING PROPOSAL

For: Terri Walker, Superintendent

Cc: Joy Cogburn-Smith, Director of Curriculum and Instruction
Northwest Arctic Borough School District, henceforth known as “District”
Kotzebue, Alaska

Pacific Northwest Publishing, Inc.
dba: Safe & Civil Schools
21 W. 6th Avenue
Eugene OR 97401
(541) 345-1442 (541) 345-6431 fax

Prepared by:

Elizabeth Winford
Director of Professional Development
Safe & Civil Schools
800.323.8819
Elizabeth@safeandcivilschools.com



RANDY SPRICK'S
safe&civil
S C H O O L S

ancora
P U B L I S H I N G

WEEK ONE OF FOUR

Service	Dates & Location	Fee
Foundations and a CHAMPS Site-Based Support Anticipated Trainer: Susan Isaacs*	Locations: Shungnak / Kobuk September 2, 3, 4 and 5, 2025	\$8,000.00 per day plus travel expenses (\$32,000.00 plus travel expenses)
Travel Fee	September 1, 2025	\$4,500.00
TOTAL		\$36,500.00 plus travel expenses

WEEK TWO OF FOUR

Service	Dates & Location	Fee
Foundations and a CHAMPS Site-Based Support Anticipated Trainer: Susan Isaacs*	Location: Noatak/Kotzebue September 8, 9, 10, 11 and 12, 2025	\$8,000.00 per day plus travel expenses (\$40,000.00 plus travel expenses)
Travel Fee	September 7, 2025	\$4,500.00
TOTAL		\$44,500.00 plus travel expenses



RANDY SPRICK'S
safe&civil
S C H O O L S

ancora
P U B L I S H I N G

WEEK THREE OF FOUR

Service	Dates & Location	Fee
Foundations and a CHAMPS Site-Based Support Anticipated Trainer: Susan Isaacs*	Locations: Deering/Kotzebue October 20, 21, 22, 23, 24, 2025	\$8,000.00 per day plus travel expenses (\$40,000.00 plus travel expenses)
Travel Fee	October 19, 2025	\$4,500.00
TOTAL		\$44,500.00 plus travel expenses

WEEK FOUR OF FOUR

Service	Dates & Location	Fee
Foundations and a CHAMPS Site-Based Support Anticipated Trainer: Susan Isaacs*	Locations: Kiana/Noorvik November 17, 18, 19, 20 and 21, 2025	\$8,000.00 per day plus travel expenses (\$40,000.00 plus travel expenses)
Travel Fee	November 16, 2025	\$4,500.00
TOTAL		\$44,500.00 plus travel expenses



R A N D Y S P R I C K ' S
safe&civil
S C H O O L S

| **ancora** |
P U B L I S H I N G

SUMMARY TABLE

TOTAL FOR PAGE 2	\$81,000.00
TOTAL FOR PAGE 3	\$89,000.00
MATERIALS	TBD
TOTAL	\$170,00.00 plus materials



FEES

On-site services: \$6,000 per day plus travel expenses. If a flat rate is requested, \$8,600.00* per day plus materials

Virtual services: *\$6,000 per day (no travel expenses)

*Exception to fees: When any of the following consultants are used, the fee will be \$8,000 per day plus travel expenses. These consultants are Jacob Edwards, Susan Isaacs, Tricia Skyles and Jessica Sprick. Should a flat rate be requested, the rate will be based upon \$10,600.00 for the first day and \$8,800.00 per any additional consecutive day. *Virtual services are at the rate of \$8,000 per day (no travel expenses).

When travel requires more than 8 hours of flights: Should a full day be required for travel, an additional fee of \$4,500 will be required per trip.

MATERIALS

Materials are offered at a discount from Ancora Publishing, in conjunction with consultation only. Books listed on the proposal of services are required per participant unless otherwise listed. District agrees to adhere to the copyright and order one book per person that will be attending services. Verification of purchase will take place no less than six weeks prior to the date of service: **DEADLINE: N/A**. If there is a failure to meet this requirement, Safe & Civil Schools reserves the right to cancel the service(s) and bill accordingly.

Additional Fees:

When three or more trainers are assigned in any single quarter, Safe & Civil Schools applies a Large Group Initiative (LGI) coordination service fee of \$6,000 per quarter (October-December, January-March, April-June, July-September) in which services occur. Once a contract is fully executed, a lead trainer will be assigned to coordinate logistics, content, etc between the Entity and SCS.

On-site Services Travel Policy:

If weekly COVID-19 case rates in your county are greater than 200/100,000 the training will be conducted virtually. There is no cancellation for elevated COVID-19 infection rates.

Should the District decide to book the day in anticipation of it being on-site and the number is and/or rises back up to the 200+ category, the fee remains at the quoted flat rate and the contracted services will immediately be shifted to a virtual delivery model. The event will be conducted on the scheduled date listed on the fully executed contract/RFP/PO.

Safe & Civil Schools reserves the right to return to a more restricted limit for in-person training if a new, more dangerous variant emerges or other highly communicable virus.



PREVIOUSLY PURCHASED FOR AUGUST 2024 SERVICES, FOR REFERENCE ONLY OR AS
ADDITIONAL REPLACEMENT COPIES ARE NEEDED

Service	Breakdown of Costs	Total
Materials For FOUNDATIONS (Required per campus)	Materials per campus: Foundations (1) Teacher's Encyclopedia (5)	Quote can be obtained by contacting Jackie Hefner, jackie@ancorapublishing.com . 7% shipping and handling applies to all orders.
Materials For CHAMPS (Required per person)	CHAMPS: A Proactive & Positive Approach to Classroom Management	

*Specified materials are offered at a one-time 10% discount from **Ancora Publishing** in conjunction with training when shipped to a single location. All shipments are subject to a 7% shipping and handling fee.*

Pacific Northwest Publishing, Inc.
dba: Ancora Publishing



CHAMPS: A Proactive & Positive Approach to Classroom Management (3rd ed.)

© 2021 Ancora Publishing

Reproduction of the downloadable materials is granted to a single teacher for use in their own classroom.

Except as expressly permitted above and under the United States Copyright Act of 1976, no materials in this work may be used, reproduced, or distributed in any form or by any means, electronic or mechanical, without the prior written permission of the publisher.

Foundations

© 2014 Ancora Publishing

Except as expressly permitted below and under the United States Copyright Act of 1976, no materials in this book may be used, reproduced, or distributed in any form or by any means, electronic or mechanical, without the prior written permission of the publisher.

The purchaser is granted permission to use, reproduce, and distribute the materials provided on the CD or streaming video site solely for use in a single school. The purchaser does not have permission to assign, use, or reproduce and distribute the materials to another school.

The Foundations videos are licensed for use in a single school.