



**NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM**

TO: John Hopson Jr, President
Members of the Board

THROUGH: David Vadiveloo, Superintendent DsV
DsV

THROUGH: Tracy Mulvenon, Assistant Superintendent

FROM: Qagguna Tenna Pili, Director of Iñupiaq Education TJ
TJ

DATE: April 8, 2025

SUBJECT: **Contracts \$50,000 and Over -
Cathy (Rexford) Noland**

Memo No: SB25-179
(Action Item)

NSBSD Policy Manual:

BP 3311, Bids: The district shall purchase equipment, supplies and services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the district to do so. All bids under federal awards must be made in accordance with the standards set forth in 2 CFR 200.320.

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.

NSBSD Strategic Plan Summary:

Culturally Responsive Instruction

Goal 2: All students perform at or above grade level

Goal 4: Graduate bilingual students


Student Social & Emotional Wellbeing

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

Issue Summary:

The Iñupiaq Education Department is continuing its collaboration with Cathy Tagnak Rexford to advance the culturally rich K–3 Early Reader Series. For FY26, this work includes reviewing, establishing timelines, and prioritizing goals for the creation and revision of manuscripts. Key deliverables include editing, revising, grade-leveling, and finalizing six Kindergarten-level fiction manuscripts and 18 fiction manuscripts for Grades 1 and 2 for publication.

Ms. Rexford will also advise on the final publication steps for nine Iñupiatun and Taniktun Grade 3 fiction manuscripts and support the finalization of nonfiction manuscripts layout, design, and publication. In addition, she will provide project management support on an as-needed basis—coordinating with the NSBSD Iñupiaq Education Department and external contractors, including editors, designers, illustrators, translators, and curriculum specialists, to ensure timely progress. These project management tasks may comprise up to 20% of the total contract, not to exceed 52 days.



Grade Level Early Reader Series	First Draft (Tagnak)	Editor Review (Jon Davie)*	Second Draft (Tagnak)*	Grade Level Review (Gunning Fog - Jon Davie)*	Final Draft to NSBSD (Tagnak)*	Translate Iñupiatun (Pausauray - # Books Complete)*	Layout & Design for Illustration and Photo Placement (Emily Tallman)*	Illustrator & Photograph Collection (Emily Tallman)*	Print Typeset & Publish (Emily Tallman)*	Send to Printing Company for Print (Projected Date)*	Teacher Guide Creation (Pausauray Pal Rainow)*	Series Complete (Projected Completion Date)*
Third Grade Fiction Books (9 English, ___ Iñupiaq)	100%	100%	100%	100%	100%	Complete	Feb 2025	Apr 2025	May 2025	May 2025	June 2025	June 2025
Third Grade Non-Fiction Informational Texts (18 English, ___ Iñupiaq)	100%	100%	100%	100%	100%		Feb 2025	Apr 2025	May 2025	May 2025	June 2025	June 2025
Kindergarten Fiction Books (6 English, ___ Iñupiaq)	100%	Mar 2025	May 2025	Jun 2025	Jun 2025	Aug 2025	Aug 2025	Oct 2025	Dec 2025	Dec 2025	Aug 2025	Jan 2026
Kindergarten Non-Fiction Informational Texts (6 English, ___ Iñupiaq)	100%	Mar 2025	May 2025	Jun 2025	Jun 2025	NA**	Aug 2025	Oct 2025	Dec 2025	Dec 2025	Aug 2025	Jan 2026
First Grade Fiction Books (6 English, ___ Iñupiaq)	100%	Jun 2025	Aug 2025	Oct 2025	Oct 2025	Dec 2025	Dec 2025	Mar 2026	May 2026	May 2026	Dec 2025	June 2026
First grade Non-Fiction Informational Texts (12 English, ___ Iñupiaq)	100%	Jun 2025	Aug 2025	Oct 2025	Oct 2025	NA**	Dec 2025	Mar 2026	May 2026	May 2026	Dec 2025	June 2026
Second Grade Fiction Texts (9 English, ___ Iñupiaq)	100%	Sep 2025	Nov 2025	Jan 2026	Jan 2026	Mar 2026	Mar 2026	June 2026	Aug 2026	Aug 2026	Mar 2026	Sept 2026
Second Grade Non-Fiction Informational Texts (18 English, ___ Iñupiaq)	100%	Sep 2025	Nov 2025	Jan 2026	Jan 2026	NA**	Mar 2026	June 2026	Aug 2026	Aug 2026	Mar 2026	Sept 2026

*All dates are a projected timeline for deliverables by date per grade level. Each will be updated with progress throughout the duration of the project (either with a % or # books complete).

**The Non-Fiction Texts will be translated Iñupiatun depending on content

This project is critical in bolstering early literacy by providing students with literature that reflects their own cultures, heritage, and identities. Such resources are instrumental in enhancing academic achievement and fostering a lifelong love of reading. The total cost of this contract will not exceed \$122,512.00.

Background:

The Early Reader Series is part of a larger effort by the NSBSD to integrate culturally relevant materials into the curriculum and supporting our district-wide literacy initiatives and strategies. In collaboration with Ms. Rexford, the series will offer fiction and non-fiction books that align with best practices in early literacy. Each grade level will receive a set of fiction books paired with corresponding non-fiction texts.

The development process will involve multiple steps, including writing, editing, aligning with educational standards, and preparing the manuscripts for publication. This project is large and will include several different phases of the project which will later include Iñupiaq translations, to provide access to our Iñupiaq Immersion program, illustrations/photo, design/layout, and print and publication.

Length of Contract:

The length of the contract would be July 1, 2025 through June 30, 2026.

Funding Source and Purchase/Contract Amount:


This contract would come out of the Iñupiaq Education Department Professional & Technical budget Account Code: 100.200.120.000.410, in the amount of and not to exceed \$122,512.00.

Available Budget:

100.200.120.000.410

Compliance with BP 3311:

For compliance with BP 3311, this contract is exempt from the requirements in BP 3311 as listed under C. Educational Professional Services and A. Instructional materials.





Proposed Motion:

“I move that the NSBSD Board of Education approve the above \$50,000 and greater proposal and related contract with Cathy (Rexford) Noland in the amount of \$122,512, as described in this memo and related attachments.”

Moved by _____ Seconded by _____

Vote _____

Signature: DsVadiveloo
DsVadiveloo (Apr 21, 2025 19:06 AKDT)
Email: david.vadiveloo@nsbsd.org

Signature: Tennessee Judkins
Tennessee Judkins (Apr 21, 2025 18:42 AKDT)
Email: tennessee.judkins@nsbsd.org

