

Catherine Noland

Anchorage, AK

E-Mail: tagnak@gmail.com

Linked in: <https://www.linkedin.com/in/cathy-tagnak-na35896184/>

Writer & Consultant Contract

North Slope Borough School District

SY 2024-2025

NSBSD & Catherine Noland (Cathy Tagnak Rexford)

Contract Details 2024-25

(August 23, 2024 – June 30, 2025) Contract to include up to 225 Contract Days at \$520/day. This contract will not exceed \$117,000

Duties will include:

- Reviewing, setting timelines, and prioritizing goals for creation and revisions of the K-3 *Early Reader Series*.
- Writing, revising, grade-leveling, and finalizing 18 Kindergarten-level manuscripts for the *Early Reader Series*. (6 fiction, 12 non-fiction texts at the kindergarten reading level.)
- Writing, revising, grade-leveling, and finalizing 45 manuscripts for Grades 1 & 2 in the *Early Reading Series* for publication. (15 fiction and 30 non-fiction manuscripts.)
- Grade-Leveling and advising, as needed, in the final steps to publication for Grade 3 *Early Reading Series* 27 manuscripts. (9 fiction and 18 non-fiction manuscripts.)
- Providing Technical Writing Support for the Iñupiaq Education Department on as-needed basis for requests including, but not limited to press releases, journal articles, annual reports, and website content. Such requests will be accepted on an as-needed basis for up to 20% of this contract, not to exceed 52 days.

NSBSD & Catherine Noland (Cathy Tagnak Rexford)

Project Description Details 2024 & 2025

EARLY READER SERIES PROJECT DESCRIPTION:

The NSBSD, via the Iñupiaq Education Department, is working with Cathy Tagnak Rexford (MFA, Creative Writing) to create a Placed-Based K-3 Early Reader Series.

Literature, especially in the early years, that reflects our students' cultures, heritage and identities is important. Engaging students in reading at an early age has been shown to bolster academic achievement for many years in a student's academic life. A place-based series of this scale, scope and continuity has never been published or available at a district-wide level.

For background and update, in SY 23/24, the NSBSD, Pat Partnow, and Tagnak invested additional time into the exploration and overall strategy of the series, our discussions included such topics as reading strategies in relation to grade-level alignment, phonological awareness, comprehension, implementation strategies. This important groundwork will lay the foundation for a culturally-relevant reading series ready for classrooms, using the most efficient process and skillset.

Each grade level has a set of fiction books and two accompanying non-fiction informational texts for each fiction book.

Cathy Tagnak Rexford retains the series' copyright, like most authors' work.

The NSBSD holds a license in perpetuity to publish and use these books in classrooms.

EARLY READER SERIES PROJECT DEVELOPMENT DETAILS:

The Development Process Steps for the Early Reader Series:

- 1-Cathy, working with NSBSD (under Tennessee Judkins' and Pat Partnow's guidance), writes the texts.
- 2- Editor reviews for grammar, content, and clarity.
- 3-Cathy, working with Editor, revises and rewrites as needed.
- 4-ELA Expert reviews and aligns texts according to Early Childhood Literacy Best Practices.
- 5-Cathy, Editor, and ELA Expert revise and rewrites to create final draft.
- 6-Publication-ready manuscripts are submitted to NSBSD.
- 7-(Optional) NSBSD translates the texts into Iñupiaq
- 8-NSBSD finds the person(s) to illustrate, allocate photos, typeset, and publish manuscripts.
- 9-Pat Partnow, Ph.D. develops corresponding Curriculum & Teacher Guides.

Project Completion is as follows:

| Grade Level Early Reader Series | First Draft | Editor Review | Second Draft | Grade Level Review (Gunning Fog) | Final Draft to NSBSD | Translate Iñupiatun | Illustrator & Photograph Collection | Printer Typeset & Publish | Teacher Guide Creation | Series Complete |
|---|-------------|---------------|--------------|----------------------------------|----------------------|---------------------|-------------------------------------|---------------------------|------------------------|-----------------|
| Kindergarten Fiction Books (6) | 85% | | | | | | | | | |
| Kindergarten Non-Fiction Informational Texts (6) | 80% | | | | | | | | | |
| First Grade Fiction Books (6) | 100% | | | | | | | | | |
| First grade Non-Fiction Informational Texts (12) | 100% | | | | | | | | | |
| Second Grade Fiction Texts | 100% | | | | | | | | | |
| Second Grade Non-Fiction Informational Texts (18) | 100% | | | | | | | | | |
| Third Grade Fiction Books (9) | 100% | 100% | 100% | 100% | 100% | | | | | |
| Third Grade Non-Fiction Informational Texts (18) | 100% | 100% | 100% | 100% | 100% | | | | | |

NSBSD NEXT STEPS for EARLY READER SERIES:Kindergarten Manuscripts and Curriculum Guides:

- Secure a new MOA with Cathy Tagnak Rexford for FY 24/25 to write and revise early reader manuscripts for kindergarten to include 6 fiction books and 12 non-fiction texts.
- Secure MOA with Editor, Jon Davis, to edit, revise, and align texts.
- Translate texts into Iñupiaq (if desired) as they are completed.
- Pat Partnow, PhD, creates the curriculum guides in line with our district curriculum policies.

Grades 1, 2, 3 Manuscripts and Curriculum Guides:

- Secure a new MOA with Cathy Tagnak Rexford for FY 24/25 to revise Grades 1,2,3 early reader manuscripts. (24 fiction and 48 non-fiction texts at the 1st, 2nd, 3rd grade reading levels.)
- Secure MOA with Editor, Jon Davis, to review and edit the current (1st, 2nd, 3rd grade).
- Translate texts into Iñupiaq (if desired) as they are completed.
- Pat Partnow, PhD, creates the curriculum guides in line with our district curriculum policies.

Grades K, 1, 2, 3 Illustrations, Photos and Printing

- Contract an illustrator for K-3 Fiction manuscripts.
- Allocate North Slope-based photos and possibly a few illustrations for the accompanying K-3 Non-Fiction manuscripts.
- NSBSD to publish the full manuscripts as they are ready.