




**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, Chief School Administrator 

**FROM:** MJ Geiser, Assistant Superintendent 

**DATE:** June 9, 2023

**SUBJECT:** Purchases of Over \$10K -  
SAVVAS Learning Company LLC

**Memo No: SB23-201**  
**(Informational Item)**

**NSBSD Policy Manual:**

**BP 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 which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

**BP 3310**, Purchasing Procedures: The School Board desires to ensure that maximum value is received for money spent by the district and that records are kept in accordance with the law. The Superintendent or designee may issue and sign purchase orders.

**BP 3311**, Bids: All purchases in the amount of \$20,000 or more shall be based, when possible, on three competitive bids. The Superintendent or designee shall establish procedures to ensure that formal advertised bids are solicited for purchases over \$50,000. When competitive sources do not exist to allow for a bid process, Business office procedures provide for sole source purchases.

**Issue Summary:**

To standardize instruction in the classes for construction, heavy equipment operations, and welding, textbooks were needed. Through using NCCER textbooks, our students become more aware of the expectations of certifications, thus allowing them more exposure to the information prior to attending a class resulting in NCCER certification. The Core: Introduction to Basic provides instruction on basic safety, identification of tools, construction measuring, etc. prior to receiving instruction in the desired pathway.

**Funding Source and Materials Amount:**

Qatqiñniagvik CTE Supplies/Materials/Media account code:	379.200.160.000.450
Construction Technology	\$28,998.00
Core: Introduction to Basic	\$11,598.00
Heavy Equipment Operations	\$13,998.00
Welding	\$13,998.00
Shipping and Handling	\$ 7,545.12
Total	\$76,137.12

**Compliance with BP 3311:**

Included is the quote from SAVVAS Learning Co., the official distributor for Pearson's NCCER textbooks. NCCER also maintains the NCCER Registry, which provides transcripts, certificates, and wallet cards for individuals who have successfully completed a level of training within NCCER's curricula. For other sources of these textbooks, the quantities were insufficient on Amazon for the specific texts; there were limited, poorly used copies on eBay; and A Thrift Books search also resulted in limited quantities of the specific texts.

**Proposed Motion:**

No motion is required. This is an informational Item as the purchases of supplies, materials, and equipment are within the discretion of the Chief School Administrator or designee.

**Signature:** Mary Jane Geiser  
Mary Jane Geiser (Jun 10, 2023 09:58 AKDT)

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