



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

**TO:** Nancy Rock, President  
Members of the School Board

**THROUGH:** Rich Carlson, Interim Superintendent

DocuSigned by:  
*Richard Carlson*  
A89A63972D5B44F

**FROM:** Fadil Limani, Chief Financial Officer

**DATE:** March 31, 2022

**SUBJECT:** Contracts over \$10,000 – Guess & Rudd P.C.

**Memo No: SB22-167**  
(Action Item)

**2020-2025 STRATEGIC PLAN SUMMARY**

**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.

**Issue Summary:**

In accordance with applicable Board policy, specifically 9124, provides the School Board may use the services of private attorneys to meet the needs of the district. The Board-appointed legal counsel shall render legal advice to the Superintendent or designee and the Board and perform other administrative duties as assigned by the Board and Superintendent or designee.

**Background:**

The North Slope Borough School District is in need of additional legal services in representing the Board of Education as the hearing officer for an employment matter of the School District.

**Scope of Services:**

Guess & Rudd P.C. will provide a limited-scope engagement to represent the North Slope Borough School District with respect to an employment matter. As specified in the agreement parameters, this is a discrete assignment and will be limited in scope and time.

See engagement letter for additional details on scope of services.

**Length of Contract:**

The contract will commence upon adoption of this memo and execution of the engagement letter and the length of the agreement is yet to be determined (end of hearing and conclusion of hearing).

**Funding Source and Contract Amount:**

This contract will be funded under the Legal Services Account 100.200.511.000.414 and the estimated not to exceed is \$8,100.00. See engagement letter for detail of the attorney fees.

**Grant Funding:**

N/A

**BLT:**

See attached BLT worksheet.

**Available Budget:**

Account 100.200.511.000.414 has an unexpended budget balance of \$2,704.22. After the processing of the BLT, the available budget is \$8,204.22.

**Compliance with BP 3311.**

This requirement is not applicable as the dollar amount of the contract is less than \$20,000.

**Proposed Motion:**

“I move that the NSBSD Board of Education approve the appointment of Guess & Rudd P.C. for the limited scope of services in the amount not to exceed \$8,100.00, as described in this memo and related engagement letter.”

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Vote \_\_\_\_\_