



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

TO: Qaiyaan Harcharek, Board President
Members of the School Board

THROUGH: Pauline Harvey, Superintendent

DocuSigned by:
Pauline Harvey
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THROUGH: Fadil Limani, Chief Financial Officer

DocuSigned by:
Fadil Limani
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FROM: Lori Roth, Director Student Services

DATE: April 6, 2021

SUBJECT: **Contracts over \$10,000-Southeast
Regional Resource Center**

**Memo No. SB21-169
(Action Item)**

2020-2025 STRATEGIC PLAN SUMMARY

1.0 STUDENT SUCCESS: All students will reach their intellectual potential and achieve academic success through integrating Iñupiaq knowledge systems into the core content areas and focusing on the development of the Whole Child.

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, contracts and MOA's \$10,000 or greater require Board approval. BP 3312.

Background:

The Southeast Regional Resource Center (SERRC) is an Alaska-based agency that provides state-wide related services. Margaret Moviel, (occupational therapist) and Sharon Justice (physical therapist) have supported NSBSD students and staff with fine and gross motor needs. They provide consultative professional development to NSBSD staff for federally mandated related services required by the Individuals with Disabilities Act (IDEA) to ensure a Free and Appropriate Public Education (FAPE). SERRC therapists administers and completes initial evaluations, re-evaluations, or file reviews for student(s) to determine initial or on-going physical therapy and occupational therapy needs. SERRC therapists are responsible to provide monthly on-site and/or remote contact with Student Services Staff to support parents, students, and educational staff with individualized program development, materials development, assistive technology, and the implementation of direct services. SERRC therapists attends physical and

occupational therapy-related mandated meetings such as pre-assessment planning meetings, 90-day transition meetings, initial evaluations, re-evaluations, and IEP meetings. Please see attached contract for additional information.

SERRC supports Alaska school districts by recruiting, training, and licensing related service providers in all areas required under IDEA. SERRC has provided occupational therapy services for the students of the North Slope Borough School District since prior to this Director's tenure. Physical therapy services were added during the 2018-2019 school year. Ms. Moviel and Ms. Justice have developed relationships with our students and families and played an essential role during our COVID-19 remote service delivery by facilitating our physical and occupational therapy needs. Ms. Moviel currently provides occupational therapy services to Ipalook Elementary School, Barrow High School, Tikigaq School, Alak School, and Harold Kaveolook School. Ms. Justice provides physical therapy services to Ipalook Elementary School, Barrow High School, Alak School, Tikigaq School, Nunamiut School, and Harold Kaveolook School (sites of service may change based student needs and location). Both therapists maintain contact with site-based case managers and provide quarterly reports through a secure portal. These contacts and reports are necessary for case managers to complete quarterly progress reports, IEP development, program implementation, materials development, and assistive technology support. As per the model developed during the FY 20-21 school year, all services and evaluations will be done with up to 3 on-site trips per year per student (based on local restrictions) and/or remote service delivery.

Length of Contract: This MOA will be valid August 1, 2021 thru June 30, 2022.

Funding Source and Contract Amount:

This MOA is funded through the Title VI-B Special Education grant and the NSBSD General Fund. This MOA will fund up to \$122,794.25 as stipulated in the attached SERRC proposal. On-Slope travel for Ms. Moviel and Ms. Justice will be funded by NSBSD and has been estimated up to \$6,000.00 for travel to Nuiqsut Trapper School, Nunamiut School, Harold Kaveolook School, Kali School, Alak School, Tikigaq School and Meade River School based on student need.

The total not to exceed amount of the contract is \$128.794.25.

Grand Funding:

This MOA is funded through the Title VI-B Special Education grant (fund 285. 200.220.000.410) and the NSBSD general fund (100.200.220.000.410).

Available Budget:

The respective contract and related services are temporarily being encumbered under the School District Main Operating Fund Budget Code 100.200.220.000.410. Historically, such contractual obligations were encumbered through Grant Funding specifically within 285.200.220.000.410. Currently, there are no Grant Awards and no available budget for the corresponding contract to be encumbered to such Special Revenue Fund. It is expected that the District will continue to receive a Grant Award for such Program Services for FY21-22, in which at that time the identified

encumbrance can be transferred over to the respective Special Revenue Fund and alleviate the encumbrance from the School District Main Operating Fund.

Compliance with BP 3311:

As noted above, the Southeast Regional Resource Center (SERRC) is an Agency that has been serving Alaska School Districts for over 40 years. As per their website, www.serrc.org, they provide related services from Metlakatla to Utqiagvik. To support NSBSD, SERRC recruits, trains, and equips related service providers to implement on-site and remote physical and occupational therapy. SERRC ensures that all providers are Alaska licensed. They charge NSBSD a daily rate of \$661.25 per day plus a per-diem. Based on SERRC’s statewide services, this rate is within the acceptable range of rates paid across the state of Alaska (neighboring school district rate is \$650.00-\$725.00/day depending on experience). This sole source MOA is requested because occupational and physical therapists are difficult to locate as independent contractors and NSBSD’s current needs for physical and occupational therapy is less than other related services. This level of needs makes it difficult to locate and secure independent contractors. As stated above, through SERRC, NSBSD has established continuity for both physical therapy and occupational therapy since 2014. Since that time, SERRC has successfully fulfilled their MOA requirements resulting in NSBSD and families being pleased with the services they provide. In support of the approval of a sole-source MOA, SERRC will require no training and no adjustment period to provide occupational and physical therapy services to our students. The continuation of SERRC as a will provide continuity of services, familiarity for students and parents, continuity of practice, pro-active planning, continued development of remote speech/language services, and on-going compliance with NSBSD special education processes. Not providing a sole-source contract and responding to a bidding process could result in students and families having to re-establish communication, re-establish trusting relationships, compensation for the loss of historical knowledge, and cause a disruption in continuity of student support in the Student Services Department. As such, the District waives such requirements set out in BP3311 as the underlying contract is in the best interest of the District.

Motion:

“I move that the NSBSD Board of Education approve the above \$10,000 and greater contract for SERRC, in an amount not to exceed \$128,794.25 as described in this memo and related attachments.”

Motion by _____ Seconded by _____

Advisory Vote _____ Vote _____