



Memorandum of Agreement Contract

It is hereby understood that the NORTH SLOPE BOROUGH SCHOOL DISTRICT (NSBSD) has agreed to contract with Jon Davis for the purpose of story development, editing, and copy editing the early reader series written by Cathy Tagnak Rexford for the North Slope Borough School District, Iñupiaq Education Department in Barrow, Alaska.

Period of Time: This Service Request will be effective from November 1, 2017 through June 30, 2018

Payment: Contractor in an estimated amount of \$16,800.00 will perform the above-described services from November 1, 2017 to June 30, 2018. Payments will be made monthly upon receipt of invoice(s).

Satisfactory/Completion: Jana Harcharek, Director, Iñupiaq Education Department shall determine satisfactory progress. Final payment will be withheld pending completion of project(s).

Terms & Conditions: Contractor will include an itemized statement listing all expenses on invoices submitted to Iñupiaq Education, North Slope Borough School District.

Agreed this _____ day of November, 2017.

Contractor, Jon Davis

Jana Harcharek, NSBSD, Iñupiaq Education, Director

Stewart McDonald, NSBSD, Superintendent

JON DAVIS
4 Reno Road
Santa Fe, NM 87508
505.310.0936
jdavissimo@comcast.net

PROPOSAL FOR NSBSD EARLY READERS / COMPLETION OF *CRANE STORY II*

Date: August 21, 2017

To: Jana Harcharek, Director, Inupiaq Education Department

From: Jon Davis, Story Development & Editing Services

Project: Story development, editing, and copy editing early reader series with Cathy Tagnak Rexford. (See Cathy Rexford's proposal for deliverables.)

Process: Four intensive, seven-day story development and editing sessions in Seattle.

Period of Time: July 1, 2017-June 30, 2018

Fees : 28 days @ \$500 per day for story development and editing services
8 days @ \$100 per day for travel days
\$14,800 total

Timetable for Seattle trips: September 26-October 4, 2017
October 28-November 5, 2017
November 24-December 2, 2017
June 1-9, 2018

Travel expenses, food & local transportation (estimate): \$500 per trip
Total travel expenses (estimate): \$2,000

Total project cost (does not include flight and hotel): \$16,800

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