

## MEMORANDUM

**TO:** NWABSD Board of Education  
Members

**DATE:** June 5, 2024

**NUMBER:** 24-152

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Contact  
2024-2025 Karen McCain

**ABSTRACT:**

Board approval is required for contracts that exceed \$50,000.

**ISSUE:**

At issue is the Board's approval of the 2024-2025 Memorandum of Agreement (MOA) with Karen McCain of McCain Services for a total amount not to exceed \$136,154.00

**BACKGROUND AND/OR PERTINENT INFORMATION:**

Karen McCain of McCain Services serves as Project Evaluator for select Federal and State Grants. In addition to finding grant opportunities and assisting the district in writing grant proposals, her duties include evaluating existing projects, overseeing data collection, and completing all required performance reports. Karen McCain's involvement in the district's educational grant projects ensures NWABSD's grant projects are effectively managed, maximizing funding utilization and guaranteeing compliance with all federal and state requirements.

This MOA, which includes travel, is for a total of \$136,154.00 for the *entire* 2024-2025 school year. This MOA would only need an addendum if NWABSD is awarded any additional new grants next school year.

Funding for MOA	
General Grant Writing (general fund) Used when working on new grant applications only	\$15,000.00
Literacy Connection (LIT) Federal Grant FY24/25 (\$766,591) 7/01/2024 to 6/30/2025	\$41,500.00
Native Youth in Action (NYIA) Federal Grant FY24/25 (\$458,584) 7/01/2024 to 6/30/2025	\$22,278.00
Our Youth Our Future (OYOF) Federal Grant FY24/25 (\$972,211) 7/01/2024 to 6/30/2025	\$38,726.00
Alaska Early Education Program Grant (EEP Grant) (\$496,971) 7/01/2024 to 6/30/2025 (fund # pending)	\$18,650.00
Total	\$136,154.00

The grants Karen McCain assists the district in managing for the FY25 school year total \$2,694,357. Her outside evaluator costs for those grants equals 4.5%

**ALTERNATIVES:**

1. Approve the 2024-2025 Memorandum of Agreement (MOA) with Karen McCain of McCain Services for the amount not to exceed \$136,154.00 as presented;
2. Disapprove the 2024-2025 MOA for McCain Services for the amount not to exceed \$136,154.00 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends board approval of the MOA with McCain Services for a total amount not to exceed \$136,154.00 as presented.