




NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM

TO: Esther Evikana, President
Members of the Board

THROUGH: David Vadiveloo, Superintendent *DSVadiveloo*

FROM: Edna Ahmaogak, Interim Director of Iñupiaq Education 
Caitlin Santos, Director of Curriculum & Instruction

DATE: November 7, 2025

SUBJECT: **Digitization Project**

Memo No. SB26-059
(Informational Item)

NSBSD Policy Manual:

N/A

NSBSD Strategic Plan Summary:

Family & Community Collaboration

Goal 1: Prioritize and implement intentional and purposeful partnerships.

Culturally Responsive Instruction

Goal 2: All students perform at or above grade level

Goal 4: Graduate bilingual students

Staff Support & Professional Development

Goal 6: Build and sustain a thriving workforce aligned with the mission of this District

Financial & Operational Stewardship

Goal 7: Standardize high-functioning, efficient, student-focused operations

Issue Summary:

The district is at a critical point in terms of language of revitalization, but also a broader district-wide and community-wide push to integrate and distribute, cultural content that is largely inaccessible due to it being in paper format. Additionally, by beginning a digitization project including paper-based, and existing digital content, we would be able to create a valuable critical resource to avoid the threat of damage by fire or water. Utilizing this archive in the near future, would also allow for a curriculum content repository to assist in stronger language and culture-based instruction.

Background:

A working group has been formed to investigate and plan the process of not only digitizing our existing archives, but the eventual cataloging of existing digital materials. Presently the district has a large physical archive of teaching and language materials, created over the past 50 years. In addition, we have a large collection of VHS, CD, and other semi-digital materials, as well as audio archives, pictures, and other fully digital materials.



The working group consists of an Iñupiaq Advisory Team (Tenna Pili, Jana Harcharek, Edna Ahmaogak, Alu Brower, Rachel Edwardson), Curriculum & Instruction staff, and technical experts. The Iñupiaq Advisory Team will drive the project with regard to the prioritizing of content and the order of digitizing, along with ensuring protection of cultural and intellectual property rights. A critical pillar to this system is creating built-in access controls to meet security standards as well as cultural standards.

It is our intent that the digitization will be closed, meaning that resource access would be available to viewers, upon approval, but without the ability to change, delete, or add any resources. It is also our hope that through strengthening and formalizing partnerships with IHLC and Tuzzy Library, we would gain the ability to share resources across the North Slope community.

The district plans to prepare and post an RFP for this large-scale project, including the following components:

- Discovery and Rights: inventory current holdings; confirm permissions and cultural protocols/governance.
- Data center setup: storage, backup, disaster recovery, and access control.
- Staffing Plan for Technicians: archivist/librarian, security/hardware specialist, software specialist, project manager.
- Catalog & Taxonomy: organizational structure, standards, controlled vocabulary, cultural notes.
- Indexing & Access Portal: search index tuned for educator use (subjects, grades, standards).
- Coordination Workflows for schools and cultural sites.

Deliverables for this project will include the following:

- A functioning content library with audited access controls.
- Archival-grade digitization pipeline and equipment including automated scanning devices capable of high speed, high quality.
- Creation of an educator-focused discovery portal.

Signature: *DS Vadiveloo*

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Signature: 
Edna Ahmaogak (Nov 10, 2025 08:18:48 AKST)

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