




NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM

TO: John Hopson Jr., President
Members of the Board

THROUGH: David Vadiveloo, Superintendent 

FROM: Michael Hautala, Director of Student Services 

DATE: May 5, 2025

SUBJECT: Contract \$50K and Over –
Dr. Shelly Wall

Memo No. SB25-193
(Action Item)

NSBSD Policy Manual:

Board Policy 3311, Bids: The district shall purchase....services on a competitive bidding basis when required by law and whenever it appears to be in the best interest of the district to do so. All bids under federal awards must be made in accordance with the standards set forth in 2 CFR 200.320.

Board Policy 3312, Contracts: The Superintendent of designee may enter into contracts and memoranda of agreement (MOA's) on behalf of the District. All contracts and MOA's with a dollar value of \$50,000 or greater must be approved by the School Board.

NSBSD Strategic Plan Summary:

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:

Based on State and Federal law, NSBSD is required to be compliant in all Special Education processes and reporting requirements. This compliance is important for two reasons, funding to the school district, and to provide quality education to our students.

Dr. Shelly Wall is a certified special education teacher and Director of Special Education and has applied for Alaska licensure. She has provided special education compliance support to multiple districts in Wyoming and Colorado. Dr. Wall is able to answer questions, provides guidance, and monitors paperwork to ensure alignment with state and federal requirements. Dr. Wall will have access to our on-line special education data base to ensure paperwork is completed on time, contains federally required documents, includes required signatures, and meets procedural standards. In addition, Dr. Wall will provide distance training to general education staff for the implementation of IEP's and 504 Plans in the general education setting. She provides training to new special education teachers during new hire in-service with follow-up during the school year. The focus of this position will be at NSBSD rural locations: Kaktovik, Nuiqsut, Anaktuvuk Pass, Meade River, Wainwright, Point Lay, and Point Hope.



Background:

Compliant reporting ensures maximum funding and quality, compliant IEPs provide students with a higher standard of educational care. Items for review include, but are not limited to, Initial and three-year evaluations, Individualized Education Programs (IEP's), Written Notices, 504 Plans and evaluations. Documents are reviewed based on state and federal standards provided by the Department of Education Audit & Reporting Requirements.

Length of Contract:

FY 26

Funding Source and Contract Amount:

NSBSD will fund this MOA through the general fund and the VI-B Special Education Grant. The Contractor will be paid **\$650/day for up to 90 days (\$58,500.00)** for professional services. Dr Wall's travel will be reimbursed for up to 1 trip from Denver, CO to Utqiagvik, AK. Travel expenses are not to exceed **\$2500.00**. Total MOA not to exceed **\$61,000.00**. There are no NSBSD benefits associated with this MOA.

Grant Funding:

This MOA is funded through the Title VI-B Special Education Grant (285.200.220.000.410) and the NSBSD general fund (100.200.220.000.410).

Compliance with BP 3311.

Dr. Wall has many years of experience managing compliance paperwork and staff training. Based on Dr. Wall's experience, this rate is within the acceptable range of rates paid across the state of Alaska. In support of the approval of a sole-source MOA, this contractor will require limited training and a minimal adjustment period to provide compliance services and training to our staff. For compliance with BP 3311, the contracting of Dr. Wall meets exemption E. specialized services where the District has established a need for standardization of services; K. proprietary services that are only available from a single source; and, J. contracts to comply with legal requirements in a timely manner.

Recommendation:

The Student Services Department recommends approving this MOA. Compliance is state and federally mandated under IDEA.

Proposed Motion:

"I move that the NSBSD Board of Education approve the above \$50,000 and greater proposal and related contract for **Dr. Shelly Wall**, in the amount of **\$61,000.00** as described in this memo and related attachments."

Moved by _____ Seconded by _____

Vote _____

Signature: DSVadiveloo
DSVadiveloo (May 8, 2025 06:51 AKDT)

Email: david.vadiveloo@nsbsd.org

Signature: Michael Hautala
Michael Hautala (May 8, 2025 12:30 AKDT)

Email: michael.hautala@nsbsd.org

