

NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM

TO: Esther Evikana, President
Members of the School Board

THROUGH: David Vadiveloo, Superintendent

FROM: Edna Ahmoagak, Interim Director of Iñupiaq Education Department 
EA

DATE: Monday, November 3, 2025

SUBJECT: Contracts over \$50,000-Myles Creed

Memo No: SB26-211
(Action Item)

NSBSD Strategic Plan:

Family & Community Collaboration, Goal 1: Prioritize and implement intentional and purposeful partnerships.

Culturally Responsive Instruction, Goal 5: Facilitate & maintain culturally, emotionally, and physically safe learning environments

NSBSD Policy Manual:

BP 3312, Contracts: The Superintendent or designee may enter into contracts and memoranda of agreement on behalf of the district. All contracts and memorandums of agreement with a dollar value of \$10,000 or greater must be approved by the School Board.

Recommendation:

The administration recommends the NSBSD Board of Education approve the contract for Myles Creed in the amount of \$52,500 to design and develop a comprehensive Iñupiaq Language tool kit and course materials as part of the Phase 1 grant objectives of the Mentor Apprentice Program (MAP) initiative with the North Slope Borough Iñupiaq Heritage and Language Commission.

Issue Summary:

Our community of fluent speakers continues to diminish and therefore so too does our ability to staff our Iñupiaq language programs. NSBSD has been addressing this need by taking the following actions; creating a dedicated position to support staff professional development in the area of Iñupiaq language learning; by building a partnership with the North Slope Borough Iñupiaq Heritage and Language Commission to run language learning programs targeted at raising adult conversational fluency; and building partnerships to boost our recruiting and grow our own initiatives.

The Mentor Apprentice Program (MAP) initiative is a result of working to address the need of upskilling our current staff base. This initiative is funded by NSBSD and NSBSD IHLC through an earmarked grant from NSB IHLC.

The MAP grant from NSB IHLC is for the 2025/2026 fiscal year. In order to reach MAP grant objectives by June 30, 2025, IED would like to contract with Myles Creed. Myles Creed is a linguist, language instructor, and curriculum developer, who was raised in Qikiqtaġruk, (Kotzebue) Alaska. In 2018, he partnered with Annauk Olin and Dr. MacLean on writing *Iłisaqta Iñupiatun*, an beginner Iñupiaq immersion curriculum. Specifically, this contract will support the creation of the following materials:

1. A comprehensive **MAP Tool Kit** for level 1. These materials are aimed at resourcing those who are interested in becoming Iñupiaq Language Mentors with the tools they need to work with apprentice(s.)
2. An asynchronous interactive **MAP Course for Level One**. This course is aimed at adult staff learners in all of our villages who want to learn Iñupiaq using the MAP method who may not have a mentor to work with or who are time poor and need to work through a MAP course on their own time.

This contract is to service this year's NSB IHLC grant objectives; Phase 1 of the MAP initiative. The Iñupiaq Education Department's intention, depending on funding and staffing, is to further develop this program and resources in the coming years.

Regular updates will be provided to the board on the progress of this contract's objectives with a final presentation of work completed in the August Board meeting of 2026.

Background:

Presently there are only a handful of second language Iñupiaq speakers who have become fluent, and even fewer of them have completed MAP programs and/or taught or designed MAP programs. Annauk Olin, along with Myles Creed, are two of them. Grant money supplied to the NSBSD by NSB IHLC allows for the creation of these materials with no additional cost to the NSBSD budget. It is anticipated that these program materials can become a resource for our parents, families and communities across all our communities to help reverse the alarming rate of Iñupiaq language loss.

Myles Creed is a linguist, language instructor, and curriculum developer, who was raised in Qikiqtaġruk, (Kotzebue) Alaska. In 2018, he partnered with Annauk Olin and Dr. MacLean on writing *Iłisaqta Iñupiatun*, an beginner Iñupiaq immersion curriculum. He also partnered with Annauk Olin to prepare and co-teach Iñupiaq immersion curriculum during annual Inupiaq language intensives with the grassroots collective *Iłisiqativut*. Myles received a PhD in Linguistics from the University of Victoria in 2024. For four years, he worked with Doyon Foundation on Dene languages efforts, including in online language course development and in mentor-apprentice program development. He has consulted for other Indigenous-led organizations and First Nations such as First Peoples' Cultural Council, Lilwat Nation, Aleut Community of St. Paul, and the NETOLNEW Research Partnership. His research includes online language course development, language app development, adult second language acquisition, loanword phonology, language assessment, language revitalization, and Inuit languages.

Length of Contract:

This contract will go until June 30, 2026.

Funding Source and Purchase/Contract Amount:

Funding will be provided through the MAP grant from the NSB IHLC under account code 381.200.350.000.410. This contract is in the amount of \$52,500.00.

Available Budget/Grant Funding:

Funding will be provided through the MAP grant awarded from the NSB IHLC with an available budget of \$171,000.

Compliance with BP 3311.

The administration and the Board are no doubt aware of the difficulty of identifying fluent Iñupiaq instructors who are versed in the MAP method of language acquisition and have worked directly with the materials we are using to create these courses. Myles Creed has a history of working within our regions and dialects and facilitating training programs using the MAP method for Iñupiaq. The only known available trained person who could do this work with experience is Annauk Olin, who is already employed with NSBSD. As such, this contract is exempt under B. Instruction development experts selected for their unique expertise.

Proposed Motion:

“I move that the NSBSD Board of Education approve the above \$50,000 and greater proposal and related contract for Myles Creed, in the amount of \$52,400 as described in this memo and related attachments.”

Moved by _____, Seconded by _____

Vote _____

CONTRACT/MOA(?) BETWEEN:

North Slope Borough School District (THE DISTRICT)

and Myles Creed (THE CONTRACTOR)

PROJECT NARRATIVE

In April 2025, the North Slope Borough School District Iñupiaq Education Department (NSBSD IED) and North Slope Borough Iñupiaq Heritage and Language Commission (NSB IHLC) launched a Group Mentor Apprentice Program (GMAP). The GMAP is a team-based approach where one or a few advanced speakers teach a group of language learners through structured immersion lessons and accelerated second language acquisition techniques to build fluency through consistent, real-world use.

Drawing on the work of Annauk Olin and Dr. Edna Ahgeak MacLean's original work developing an Iñupiaq Mentor Apprentice process and materials between 2019 and 2024, THE DISTRICT is developing a public facing comprehensive Iñupiaq MAP Toolkit and an interactive asynchronous Iñupiaq MAP Level One Course.

Annauk Olin's MAP Toolkit (2024) was written based on her expertise, her work with Dr. Edna Ahgeak MacLean and the MAP method to provide support for apprentices before and after entering a relationship with an Iñupiaq mentor. It contains topics and conversations that can be used during a mentor apprentice program. The GMAP Curriculum (2025) is an extension of this work and captures nearly all of the language material taught during the NSBSD Group Mentor Apprentice Program, which includes immersion stories related to traveling on the ice, salmon fishing, whaling, caribou and walrus hunting, gathering Arctic plants, and every day activities related to home and school life. The GMAP Curriculum provides support for a mentor who is participating in a traditional Mentor Apprentice Program or a Team Leader who is participating in a Group Mentor Apprentice Program.

Myles Creed (THE CONTRACTOR) is a linguist, language instructor, and curriculum developer, who was raised in Qikiqtaġruk, (Kotzebue) Alaska. In 2018, he partnered with Annauk Olin and Dr. MacLean on writing *Iłisaqta Iñupiatun*, and beginner Iñupiaq immersion curriculum. He also partnered with Annauk Olin to prepare and co-teach Iñupiaq immersion curriculum during annual Iñupiaq language intensives with the grassroots collective *Iłisaqativut*. Myles received a PhD in Linguistics from the University of Victoria in 2024. For three years, he worked with Doyon Foundation on Dene languages efforts, including in online language course development

and in mentor-apprentice program development. He has consulted for other Indigenous-led organizations and First Nations such as First Peoples' Cultural Council, Líl'wat Nation, Aleut Community of St. Paul, and the NEXOLNEW Research Partnership. His research interests include online language course development, language app development, adult second language acquisition, loanword phonology, language assessment, language revitalization, and Inuit languages.

On behalf of THE DISTRICT, Annauk Olin, will oversee the project with the support of the NSBSD Iñupiaq Education Department. Myles Creed will report to Annauk Olin in the completion of the work outlined in this contract.

CONTRACT TERM

This contract is in effect until June 30, 2025.

SCOPE OF SERVICES

This contract is to cover the creation of two properties on behalf of THE DISTRICT. THE CONTRACTOR will be responsible for the following:

1. Organizing Iñupiaq MAP Toolkit (2024) and Iñupiaq GMAP Curriculum (2025) content by grammatical features or patterns (transitive/intransitive verbs, consequential/conditional verb moods, optative/commands, etc.)
2. Helping to identify which of the 250-hour recordings of Annauk Olin and Edna MacLean's MAP recordings can be sequenced topically into separate audio files. Once these files are identified, THE CONTRACTOR will be edit and prepare the files to be uploaded to an online platform.
3. Updating, bridging, and finalizing Iñupiaq MAP Toolkit (2024) and Iñupiaq GMAP Curriculum (2025) content for a public facing comprehensive Iñupiaq MAP Toolkit. THE CONTRACTOR will prepare this tool kit to be put into digital format and limited print format. This may include adding photos, digital content, and limited design work.
4. Utilizing the comprehensive Iñupiaq MAP Toolkit and other materials as needed, THE CONTRACTOR will create objectives, lesson plans, units and curriculum to build out an interactive asynchronous Iñupiaq MAP Level One Course.
5. Scripting and development of the Iñupiaq MAP Level One Course for the creation of an asynchronous version of the course.
6. Assisting THE DISTRICT and associates with storyboarding Iñupiaq MAP Level One Course and reviewing and editing the final materials for the asynchronous interactive Iñupiaq MAP Level One Course and the comprehensive Iñupiaq MAP Toolkit.

SCHEDULE OF SERVICES

Stage 1 (January-February 2026):

THE CONTRACTOR and THE DISTRICT will outline the comprehensive Iñupiaq MAP Toolkit and Iñupiaq MAP Level One Course to be developed. THE CONTRACTOR and THE DISTRICT will identify the process for development and the schedule for development of these two properties.

THE CONTRACTOR and THE DISTRICT will collect and review all materials needed for development of comprehensive Iñupiaq MAP Toolkit and an interactive asynchronous Iñupiaq MAP Level One Course.

Begin editing the comprehensive Iñupiaq MAP Toolkit and developing the Iñupiaq MAP Level One Course. THE CONTRACTOR will help identify and prepare which of the 250-hour recordings of Annauk Olin and Edna MacLean's MAP can be sequenced topically into separate audio files. Once these files are identified, THE CONTRACTOR will prepare and upload them to an online platform.

Organize, transcribe and translate at least 20, 5-minute audio recording selections from Annauk Olin and Dr. MacLean's MAP resources that can be integrated into an online course.

Under the advice and assistance of THE DISTRICT, THE CONTRACTOR will co-develop an advisory group.

Stage 2 (March-April 2026):

Edit and finalize comprehensive Iñupiaq MAP Toolkit. Continue outlining and developing the asynchronous interactive Iñupiaq MAP Level One Course. Identify topical conversations from Iñupiaq MAP Toolkit that match the 20, 5-minute audio recording selections. These recordings will then be integrated into the asynchronous interactive Iñupiaq MAP Level One Course lessons.

Working with THE DISTRICT, THE CONTRACTOR will present the materials created to the advisory group for review and feedback.

Begin working on scripting and advise on storyboarding with THE DISTRICT and associates to develop the asynchronous interactive Iñupiaq MAP Level One Course.

Start collecting and identifying assets that will be needed for Iñupiaq MAP Level One Course development.

Stage 3 (May-June 2026):

Edit and finalize the asynchronous interactive Iñupiaq MAP Level One Course.

Working with THE DISTRICT, THE CONTRACTOR will present the materials created to the advisory group for review and feedback.

Finalize scripts for comprehensive Iñupiaq MAP Toolkit and advise in the creation of story boards and other assets needed for the asynchronous interactive Iñupiaq MAP Level One Course.

THE CONTRACTOR will deliver all final materials for final review and feedback by THE DISTRICT.

THE CONTRACTOR will make final adjustments to all material and deliver finalized materials.

DELIVERABLES

1, January 30, 2026:

THE CONTRACTOR will submit (10) 5-minute Iñupiaq audio recordings and transcriptions to be edited and reviewed by Annauk Olin.

THE CONTRACTOR will submit a work plan and draft delivery schedule for both the comprehensive Iñupiaq MAP Tool Kit and the Iñupiaq MAP Level One Course for approval.

2, February 13, 2026:

THE CONTRACTOR will submit the final draft of the comprehensive Iñupiaq MAP Toolkit for THE DISTRICT to review and provide feedback, this draft should include any additional assets that need to be collected (photos/audio/video other digital media that will be needed.)

3, April 10, 2026:

THE CONTRACTOR will submit a complete draft of the Iñupiaq MAP Level One Course for review.

4, May 10, 2026:

THE CONTRACTOR will submit a final version of the comprehensive Iñupiaq MAP Toolkit and the Iñupiaq MAP Level One Course with scripting and mapping for asynchronous delivery for THE DISTRICT's final comments.

5, June 1, 2026: THE CONTRACTOR to finalized versions of all deliverables.

RENUMERATION

Remuneration will not exceed \$52,500.00. THE CONTRACTOR will bill THE DISTRICT in 4 installments according to the following schedule:

1. Invoice 1, submitted upon submitting first deliverable. Invoice 1 will be 25% of the total contract amount or \$13,125.00.
2. Invoice 2, submitted upon submitting the second deliverable. Invoice 2 will be 25% of the total contract amount or \$13,125.00.
3. Invoice 3, submitted upon submitting the fourth deliverable. Invoice 3 will be 25% of the total contract amount or \$13,125.00.
4. Invoice 4, submitted upon submitting the fifth and final deliverable. Invoice 2 will be 25% of the total contract amount or \$13,125.00.

COPYRIGHT

THE DISTRICT recognizes and acknowledges Indigenous Cultural and Intellectual Property (ICIP) in all work created by THE DISTRICT.

This contract is also subject to the license agreement between THE DISTRICT and Edna Ahgeak Maclean, and license agreement between THE DISTRICT and Annauk Olin for use of the MAP recordings and and course materials.

Copyright to the MAP Tool Kit (2024) and the Iñupiaq MAP Level One Course materials will rest with Edna Ahgeak Maclean and Annauk Olin.

Copyright to the design and course build out for the comprehensive Iñupiaq MAP Toolkit and the interactive asynchronous Iñupiaq MAP Level One Course created under this contract will rest with THE DISTRICT.

Copyright on Iñupiaq MAP Toolkit and the Iñupiaq MAP Level One Course will be presented with an acknowledgement listed in the following way:

Authors: Dr. Edna Ahgeak Maclean and Annauk Olin

Project editor: Manager Myles Creed

Project manager: Annauk Olin, Tenna Judkins and David Vadiveloo

Iñupiaq MAP Toolkit and the Iñupiaq MAP Level One Course funding partially through a grant from NSB IHLC.

THE CONTRACTOR:

SIGNED: _____ DATE: _____

PRINT: _____

ADDRESS: _____

ON BEHALF OF THE DISTRICT:

SIGNED: _____ DATE: _____

PRINT: _____

ADDRESS: _____

WITNESSED:

SIGNED: _____ DATE: _____


PRINT: _____

ADDRESS: _____

Signature:

Email:

Signature:


Edna Ahmaogak (Nov 10, 2025 08:26:59 AKST)

Email: edna.ahmaogak@nsbsd.org