



NORTH SLOPE BOROUGH SCHOOL DISTRICT
MEMORANDUM

TO: Esther Evikana, President
Members of the School Board

THROUGH: David Vadiveloo, Superintendent *DSVadiveloo*

THROUGH: Dr. Caitlin Santos, Assistant Superintendent

THROUGH: Megan Williams, Director of Finance *MW*

FROM: Qaḡḡuna Tenna Pili, Director of Iñupiaq Education *QTP*

DATE: September 15, 2026

Tennessee Judkins

SUBJECT: Contract over \$50,000
Jon Davis

Memo No: SB27-032
(Action Item)

NSBSD Policy Manual:

BP 3311, Bids: The district shall purchase equipment, supplies and 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.

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

NSBSD Strategic Plan Summary:

Culturally Responsive Instruction

Goal 2: All students perform at or above grade level

Goal 4: Graduate bilingual students

Student Social & Emotional Wellbeing

Goal 5: Facilitate & maintain culturally, emotionally, & physically safe learning environments

Issue Summary:

The Iñupiaq Education Department is requesting approval to continue contracting with Jon Davis during the 2026–2027 school year to support the completion and publication of the NSBSD K–3 Iñupiaq Early Reader Series.

Under the proposed contract, Mr. Davis will provide professional editorial and copyediting services for the Early Reader Series. Mr. Davis has been a member of the Early Reader development team and previously worked with Catherine Noland (Cathy Tagnak Rexford) to develop the original Grade 3 readers and prepare the manuscripts for illustration and publication. His continued work will support the scope of work being completed under Ms. Noland's FY27 contract.

During FY27, Mr. Davis will provide final editorial and copyediting support for the Kindergarten through Grade 3 Early Readers and accompanying informational texts, as needed. His work will include reviewing informational texts, copyediting and reviewing the layout and design of the Grade 3 and Kindergarten Early Readers, assisting with previously developed illustration plans, completing final copyediting following revisions, and reviewing publication galleys.



All work will be completed in coordination with Ms. Noland and the Early Reader project team.

Background:

The NSBSD K–3 Iñupiaq Early Reader Series was developed to provide high-quality, place-based literacy materials that reflect the culture, language, experiences, and communities of NSBSD students. The series includes materials for Kindergarten through Grade 3 and supports early literacy development through resources grounded in Iñupiaq culture, language, people, and place. The project has progressed from manuscript development into illustration, design, layout, and publication. As the materials move toward final production, continued editorial support is needed to maintain consistency across the series.

North Slope Borough Mayor Josiah Patkotak has approved a Mayoral Funding Allocation for this fiscal year to support the final stages of production and publication of the Early Reader Series. Mr. Davis has been involved with the Early Reader Series since its early development and worked directly with Ms. Noland on the Grade 3 readers. His previous work on the manuscripts and illustration plans provides familiarity with the content and editorial approach of the series. Continuing his involvement will provide editorial continuity as the K–3 collection moves through final copyediting, design review, and publication.

Length of Contract:

The length of the contract would be October 1, 2026 – June 30, 2027.

Funding Source and Contract Amount:

This contract would come out of the Iñupiaq Education Department Professional & Technical budget, funded by the NSB Mayor’s Initiative through a Memorandum of Agreement. Account Code: pending fully executed MOA, in the amount of and not to exceed \$80,600.00.

Available Budget:

Account Code: pending fully executed MOA.

Compliance with BP 3311.

The administration requests that the requirements of BP 3311 be waived in this instance. Mr. Davis’s services represent a continuation of specialized editorial work on the K–3 Early Reader Series. He has been involved in the development of the project, including the original Grade 3 readers, and has worked collaboratively with Cathy Tagnak Noland for more than twenty years on literary and NSBSD-related projects. His familiarity with the existing manuscripts, editorial development, and illustration plans provides continuity as the series advances through its final production and publication stages.

Proposed Motion:

“I move that the NSBSD Board of Education approve the above \$50,000 and greater proposal and related contract with Jon Davis in an amount not to exceed \$80,600, as described in this memo and related attachments, contingent upon receipt of a fully executed Memorandum of Agreement (MOA) for the allocated funding from the North Slope Borough Mayor’s Office.”

Moved by _____ Seconded by _____
Advisory Vote _____ Vote _____



Signature: *DS Vadiveloo*

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Signature: *Megan*

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Signature: *Tennessee Judkins*
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