



## Contract for Itinerant Services

### North Slope Borough School District

2026-2027 School Year

This agreement entered into on / /26 by and between North Slope Borough School District (NSBSD), located at 829 Aivik St., Utqiagvik, AK 99723, and Access Behavioral Services, LLC (Jill-Nicole Armstrong, M.S.SE, BCBA, LBA & Rebecca Parenteau, M.S., BCBA, LBA) located at 3212 Timberline Court, Ketchikan, Alaska, 99901 (hereinafter called Contractor).

**Period:** July 1, 2026 – June 30, 2027

**Purpose:** To provide behavior analytic and social-emotional services to students and staff through both in-person visits and distance-based services as required by the NSBSD including but not limited to assessments, treatment plans, behavior intervention plans, reports/recommendations, student-specific coaching/modeling/training, school-wide behavioral coaching/modeling/training, BCBA supervision, and communication and collaboration with educational and support staff.

### **Terms:**

1. Rates (billing submitted at the end of each month services rendered)
  - On-site rates: \$900 per day per consultant for on-site Behavior Analytic and social-emotional services rendered as “contact time” with students, staff, families, and collaborative agencies
    - Including but not limited to observations, experimental analysis of behavior, adult behavior skills training, and BCBA supervision for identified students
    - Includes weathered-in related delays should consultant(s) be weathered in during transit (in Barrow, Kotzebue or other city/town/village should transit be redirected due to forecast)
    - Includes travel days within the district
  - Distance-based off-site rates: \$700 per day per consultant for distance-based data analysis and document development (including but not limited to:



reports, treatment plans, intervention plans, reports/recommendations), remote consultation services required between visits (team meetings, distance-based education, 1:1 or group training sessions), BCBA supervision, advice and support to students and staff.

- To be completed outside of on-site services
- May be rendered via phone, video conferencing, or written correspondence
- Includes travel days to and from Barrow to home location

2. Travel: The contractor will arrange and pay for travel and receive reimbursement after the trip has concluded.

- Travel may include but is not limited to Alaska Airlines, Wright Air, and Bering Air, or any other local commuter airline in the North Slope vicinity
- Note: Consultants will combine and share travel costs across multiple contracts whenever possible (Ex: Kotzebue to Point Hope to work between districts)

3. Accommodation and transportation:

- The contractor will arrange and pay for lodging in Anchorage (when necessary due to airline schedules) and be reimbursed after the trip.
- The contractor will arrange and pay for lodging in Barrow and/or Kotzebue if necessary and be reimbursed after the trip.
  - Preference given to school-based lodging complete with heat, shower/bathroom, locked and secure space for personal belongings and sleep (typically a classroom)
- Expenses for lodging incurred as a result of unforeseen travel delays resulting in overnight stays in Anchorage, Barrow, Kotzebue, or any city travel is redirected to in transit will be reimbursed after the trip.
- All transportation needs in Anchorage, Barrow, Kotzebue, or other redirected town including cabs, rideshares, and rental cars will be paid for by the contractor and reimbursed by NSBSD.
  - Preference given to school vehicles or school-facilitated transportation

4. Benefits & statutory obligations: The contractor will not accrue leave, retirement, insurance, or any other benefits afforded to the NSBSD employees. The contractor



will be responsible for payment of all applicable taxes and similar statutory obligations.

5. Termination: This agreement may be terminated by either party with 60 days written notice with or without cause.
6. Billing: The contractor will bill the district no more frequently than at the conclusion of any month with billable items and no less than once quarterly of any term with billable items rendered with an invoice (receipts attached for reimbursement), payable within 30 days of receipt.
7. Total contract not to exceed \$80,000 without additional approval.

Thank you for the opportunity to serve the students and staff of North Slope Borough School District.

*Jill-Nicole Armstrong*

Jill-Nicole Armstrong, M.S.SE., BCBA, LBA  
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3212 Timberline Court, Ketchikan, AK, 99901  
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**Approval:**

Human Resources: \_\_\_\_\_

Superintendent: \_\_\_\_\_

Special Education Director: \_\_\_\_\_

Board: \_\_\_\_\_