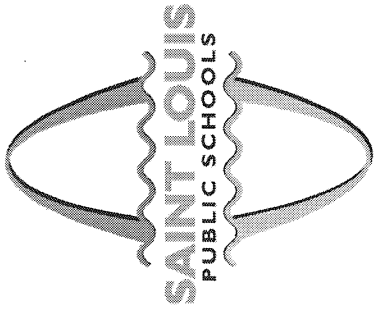




BOARD MEETING

THURSDAY, APRIL 21, 2011

A G E N D A

SPECIAL ADMINISTRATIVE BOARD

MR. RICK SULLIVAN

MS. MELANIE ADAMS

MR. RICHARD GAINES

SUPERINTENDENT OF SCHOOLS

DR. KELVIN R. ADAMS

Meeting Agenda

ST. LOUIS PUBLIC SCHOOLS

SPECIAL ADMINISTRATIVE BOARD MEETING

APRIL 21, 2011 -6:00PM

ADMINISTRATIVE BUILDING-801 N. 11TH STREET

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Student/Staff Recognition(s)
5. Public Comments
6. Superintendent's Report
 - a) 2011-2012 Budget
 - b) Business Action Items - Consent Agenda
8. Board Member Updates
9. Adjournment

NOTES:

[illegible]

ST. LOUIS PUBLIC SCHOOL DISTRICT SUPERINTENDENT'S REPORT

April 21, 2011

1.0 Preliminary

1.1 CONSENT AGENDA

a) Information Items

- 2011-2012 Budget

1.2

b) Business Items – Action Required

- Consent Agenda

04-21-11-01 To approve the adoption of the District's FY 2011-2012 School Calendar.

04-21-11-02 To approve the 2011 Summer School Program for the period June 6, 2011 through June 30, 2011 at a cost not to exceed \$2.0M, pending the availability of funds.
FUNDING SOURCE: GOB

04-21-11-03 To approve an E-Rate settlement with Mitel Networks, Inc. in the amount of \$42,234.50. Because of an irregular disbursement, Mitel paid the entire cost in order to prevent fines being imposed against Mitel and the District. This cost represents the District's portion.
FUNDING SOURCE: GOB

04-21-11-04 To approve the purchase of five (5) specialized electronic workstations from Paxton Patterson for a total cost of \$14,445. The workstations will be used to upgrade the Electricity/Electronics Program at Clyde C. Miller High School.
FUNDING SOURCE: Non-GOB

04-21-11-05 To approve the purchase of five (5) Hewlett Packard networkable printers from Universal Business Supply for a total cost of \$6,150. The printers will be to upgrade the Multimedia Program at Clyde C. Miller High School.
FUNDING SOURCE: Non-GOB

04-21-11-06 To approve the purchase of general medical equipment to upgrade the Health Occupation - Emergency Medicine Program at Gateway Institute of Technology from Stryker EMS Equipment for a total cost of \$7,731.
FUNDING SOURCE: Non-GOB

04-21-11-07 To approve the purchase of one hundred ten (110) marching band uniforms and three (3) drum major uniforms from DeMoulin Uniform Company for Soldan High School in an amount not to exceed \$57,638.61.
FUNDING SOURCE: GOB

04-21-11-08 To approve the purchase of psychological educational assessment and evaluation test kits, supplemental protocols and scoring software from Pearson Psychological Corporation in an amount not to exceed \$16,257.72.
FUNDING SOURCE: Non-GOB

- 04-21-11-09** To approve the February 2011 Monthly Budget Transaction Report.
- 04-21-11-10**
APPROVED AT THE
MARCH 31, 2011 MEETING
To approve a contract with DJ Contracting, Inc. to provide hazardous materials abatement at Central VPA High School for the period April 1, 2011 through August 1, 2011 at a cost not to exceed \$324,786 that includes a 10% contingency of \$29,526.
FUNDING SOURCE: Non-GOB
- 04-21-11-11**
APPROVED AT THE
MARCH 31, 2011 MEETING
To approve a contract with Advance Environmental Services, Inc. to provide hazardous materials abatement at Mullanphy Elementary School for the period April 1, 2011 through August 1, 2011 at a cost not to exceed \$836,539 that includes a 10% contingency of \$76,049.
FUNDING SOURCE: Non-GOB
- 04-21-11-12**
APPROVED AT THE
MARCH 31, 2011 MEETING
To approve a contract with Ahrens Contracting, Inc. to provide hazardous materials abatement at Jefferson Elementary School for the period April 1, 2011 through August 1, 2011 at a cost not to exceed \$633,949 that includes a 10% contingency of \$57,631.
FUNDING SOURCE: Non-GOB
- 04-21-11-13**
To approve a Memorandum of Understanding with the University of Missouri Extension Program to provide nutrition education and participate in community health awareness activities for the period May 1, 2011 through June 30, 2012.
FUNDING SOURCE: There is no cost associated with this request
- 04-21-11-14**
To approve a Memorandum of Understanding with Operation Food Search to provide evidence-based nutrition education and establish a cooperative relationship to implement the child feeding program, Operation Backpack for the period May 1, 2011 through June 30, 2012.
FUNDING SOURCE: There is no cost associated with this request
- 04-21-11-15**
To approve the adoption of a four day work week for the month of July 2011. Employees will work 10 hour days Monday through Thursday and all District buildings will be closed on the five Fridays.
- 04-21-11-16**
To approve the adoption of a comprehensive policy on the selection of high school of choice by graduating eighth grade students currently enrolled in SLPS.
- 04-21-11-17**
To approve the adoption of a policy for the Business and Instructional Operations – Academic and Business Operations as it relates to Closing/Reconstitution of School Buildings.
- MAY 5, 2011 ITEMS FOR CONSIDERATION**
- 05-05-11-01**
To adopt and approve the findings and recommendations of the administration to begin a reduction in force and eliminate certain positions due to declining enrollment, lack of work and the financially stressed status of the District.
- 05-05-11-02**
To adopt and approve the new Time and Attendance Approval Policy to give specific direction to administrators and supervisors about their responsibility with regards to the record keeping and approval of their attendance record.
- 05-05-11-03** To approve the March 2011 Monthly Budget Transaction Report.

05-05-11-04 To approve the acceptance of funds for the expansion of the FY10-11 eMINTS year two from the Department of Elementary and Secondary Education in the amount of \$22,000 for eLearning for Educators Professional Development on-line courses.
FUNDING SOURCE: Non-GOB

05-05-11-05 To approve the 2011-2012 purchase of school uniforms from Southside Outlet for students who are in transition in an amount not to exceed \$64,171.
FUNDING SOURCE: Non-GOB

05-05-11-06 To approve the 2011-2012 purchase of hygienic kits and supplies from Backpack Gear Company for students who are in transition in an amount not to exceed \$61,850.
FUNDING SOURCE: Non-GOB

05-05-11-07 To approve the purchase of a software license for an on-line electronic management system for professional development and teacher certification from MyLearningPlan in an amount not to exceed \$30,000.
FUNDING SOURCE: Non-GOB

05-05-11-08 To approve the purchase of scoring software and psychological educational assessment and evaluation tests kits from Houghton Mifflin Harcourt in an amount not to exceed \$8,901.15
FUNDING SOURCE: Non-GOB

05-05-11-09 To approve a contract with EDMIN for an annual assessment management software license, test bank license and support services for the period May 6, 2011 through June 30, 2012 at a cost not to exceed \$500,000, pending the availability of funds.
FUNDING SOURCE: GOB

05-05-11-10 To approve a contract renewal with CTB/McGraw-Hill to purchase and administer the TerraNova 3 norm-reference assessments for grades KG through 2nd grade for the period July 1, 2011 through June 30, 2012 at a cost not to exceed \$265,000, pending the availability of funds.
FUNDING SOURCE: GOB

05-05-11-11 To approve a contract renewal with Achievement Commitment Excellence Learning Centers (ACE) to provide the alternative summer school program for the period June 6, 2011 through June 30, 2011 in an amount not to exceed \$152,000, pending the availability of funds.
FUNDING SOURCE: Non-GOB

05-05-11-12 To approve a contract with the SEK Group to provide professional development for Clyde C. Miller school staff including instructional integration of academics for the period May 6, 2011 through June 30, 2011 in an amount not to exceed \$4,500.
FUNDING SOURCE: Non-GOB

05-05-11-13 To approve a sole source contract with the SEK Group to provide professional development for school staff including the training of teachers and administrators for the Small Learning Communities Grant for the period May 6, 2011 through September 30, 2011 in an amount not to exceed \$3,500.
FUNDING SOURCE: Non-GOB

05-05-11-14 To approve a sole source contract renewal with Sharon Slane for consulting and grant writing services for the period July 1, 2011 through June 30, 2012 at a cost not to exceed \$50,000, pending the availability of funds.

FUNDING SOURCE: Non-GOB

05-05-11-15 To approve a contract renewal with Compass Management Consulting, LLC for external evaluation services of the Let Freedom Ring Grant for the period July 15, 2011 through June 30, 2012 at a cost not to exceed \$24,000, pending the availability of funds.

FUNDING SOURCE: Non-GOB

05-05-11-16 To approve a contract renewal with Xerox Corporation to provide the operation and maintenance of the print shop, mail room, pony mail services and all associated multifunctional devices for the period July 1, 2011 through June 30, 2012 in an amount not to exceed \$1,200,000, pending the availability of funds.

FUNDING SOURCE: GOB

05-05-11-17 To approve a contract renewal with MoreNet to provide connectivity to training, technical support and on-line reference resources for the period July 1, 2011 through June 30, 2012 at a cost not to exceed \$13,500, pending the availability of funds.

FUNDING SOURCE: GOB

05-05-11-18 To approve a contract renewal with Softchoice for the expansion of the Microsoft School Agreement and anti-virus software for the period July 1, 2011 through June 30, 2012 at a cost not to exceed \$365,462.93, pending the availability of funds.

FUNDING SOURCE: GOB

05-05-11-19 To approve a contract with RubinBrown to review the District audit action plan for the period June 1, 2011 through June 30, 2011 at a cost not to exceed \$4,500.

FUNDING SOURCE: Non-GOB

05-05-11-20 To approve a contract with Ahrens Contracting, Inc. to provide hazardous materials abatement for demolition of the former Hodgen Elementary School for the period April 22, 2011 through August 1, 2011 at a cost not to exceed \$356,090 that includes a 10% contingency of \$32,372.

FUNDING SOURCE: Non-GOB

05-05-11-21 To approve contracts with Midwest Service Group, Alliance Certified Restoration, DJ Contracting, Advanced Engineering Services and Brooks Environmental to provide hazardous materials abatement for the period May 6, 2011 through October 29, 2013 at a total combined cost not to exceed \$2,000,000.

FUNDING SOURCE: Non-GOB

05-05-11-22 To approve a contract with BAM Contracting, Inc. to provide window shade replacement at five (5) schools under Prop S for the period May 6, 2011 through August 5, 2011 at a cost not to exceed \$209,000 that includes a 10% contingency of \$19,000.

FUNDING SOURCE: Non-GOB

05-05-11-23 To approve the renewal of a Memorandum of Understanding with the City of St. Louis Department of Social Services, *Hope Is Moving In* program for the period May 6, 2011 through June 30, 2012. The services will occur at Clay, Mullanphy, Sigel and Stevens Schools.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-24 To approve the renewal of a Memorandum of Understanding with the City of St. Louis Health Institute to provide individual and family health services for the period May 6, 2011 through June 30, 2012. The services will occur at Walbridge School.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-25 To approve the renewal of a Memorandum of Understanding with Gateway Housing Foundation to provide educational, parenting, financial, business, leadership and mentoring programs for the period May 6, 2011 through June 30, 2012. The services will occur at Clay School.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-26 To approve the renewal of a Memorandum of Understanding with Better Family Life, Inc. to provide a variety of social service programs for the period May 6, 2011 through June 30, 2012. The services will occur at Vashon High School.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-27 To approve the renewal of a Memorandum of Understanding with Bon Appétit for work transition training for special education students for the period July 1, 2011 through June 30, 2012. This partnership is with Nottingham CAJT.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-28 To approve the renewal of a Memorandum of Understanding with the National Council of Jewish Women for the *Community Closet* program for the period May 6, 2011 through June 30, 2012. The services will occur at Ford, Hamilton, Mullanphy and Walbridge Schools.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-29 To approve the renewal of a Memorandum of Understanding with Logan College of Chiropractic to provide its *Master of Sports Science and Rehabilitation* program for the period May 6, 2011 through June 30, 2012. The services will occur at Busch AAA.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-30 To approve the renewal of a Memorandum of Understanding with Healthcare Education, LLC to provide courses for certified nursing assistants, certified medical technician and phlebotomy for the period May 6, 2011 through June 30, 2012. The services will occur at Yeatman-Liddell School.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-31 To approve a Memorandum of Understanding with Imagine Me Counseling to provide therapeutic counseling services for the period May 6, 2011 through June 30, 2012. This partnership is with Long Middle and Woerner Elementary Schools.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-32 To approve a Memorandum of Understanding with Selah Therapy LLC to provide therapeutic counseling services for the period May 6, 2011 through June 30, 2012. This partnership is with Long Middle School.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-33 To approve a Memorandum of Understanding with Mission St. Louis to provide supplemental reading assistance services to Ford Elementary School students for the period May 6, 2011 through June 30, 2012.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-34 To approve a Memorandum of Understanding with the Human Development Corporation to provide job training and work experience through its *Operation Springboard* program for the period May 6, 2011 through June 30, 2012. This partnership is with Long Middle School.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-35 To approve a Memorandum of Understanding with the Hispanic Chamber of Commerce St. Louis and the University of Missouri St. Louis to provide financial literacy education to middle school students for the period May 6, 2011 through June 30, 2012. This partnership is with Long Middle School.
FUNDING SOURCE: There is no cost associated with this request

05-05-11-36 To approve the 2011-2012 purchase of backpacks with school supplies from Backpack Gear Company for students who are in transition in an amount not to exceed \$100,300.
FUNDING SOURCE: Non-GOB

05-05-11-37 To approve a sole source contract with the Black Alliance for Educational Options to conduct student recruitment and enrollment in support of seven (7) elementary schools for the period May 6, 2011 through August 15, 2011 at a cost not to exceed \$20,000.
FUNDING SOURCE: GOB

April 21, 2011



BOARD RESOLUTION

Date: March 22, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Deanna Anderson, Exec. Director, Transportation

Agenda Item : 04-21-11-01

Information: ☐

Action: ☒

Action to be Approved:

Calendar

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: Request approval to adopt the FY11-12 School Calendar

BACKGROUND: Attached is the FY11-12 School Calendar submitted for approval. In the proposed FY11-12 School Calendar, please note the following: Professional Development day occurs in August, September, January, February and April; first class day for students occurs on Monday, August 15 (the Heat Procedure will be followed for moving children to air conditioned schools in case of excessive heat); last class day occurs Thursday, May 24, 2011; winter break is scheduled for 6 days; spring break is scheduled for 5 days; 2 recordkeeping days and six (*) snow days are in the calendar as required by Missouri State Statutes. There is a total of 176 student days totaling 1,135.2 hours. The hours of instruction per school day are 6 hours and 27 minutes.

Accountability Plan Goals:

Objective/Strategy:

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: NA		Requisition #: NA
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	☐ Pending Funding Availability	Vendor #:

Department: Operations

Requestor: Deanna Anderson

Carlinda Purcell, Dep. Supt. - Academics

Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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St. Louis Public School District
2011-2012 Academic Year Calendar

										Teachers 18 /Students 13	
July 11										Teachers 22 /Students 20	
25	11 Month Staff Returns to Work								Teachers 21 /Students 20		
August '11											
1	10.5 Month Staff Returns to Work										
8	10 Month Staff Returns to Work										
8-12	Opening Activities Week (2 District-wide Professional Development; 2 Classroom Prep., 1 Principal's Day)										
15	First Class Day										
September '11											
5	Holiday-Labor Day (no school)										
16	Interim Progress Reports for Quarter 1										
23	Professional Development (no students)										
October '11										Teachers 22 /Students 18	
14	Quarter 1 ends 43 days/277.35 hours										
17	Second Quarter begins										
21	Parent Conferences (no students)										
November '11											
11	Holiday - Veterans' Day (no students)										
18	Interim Progress Reports for Quarter 2										
23-25	Holiday - Thanksgiving (no school)										
December '11											Teachers 21/Students 19
19-21	High School Final Exams										
21	Quarter 2 ends 43 days/277.35 hours										
22-30	Winter Break (no school)										
25-26	Holiday - Christmas (no school)										
January '12										Teachers 22 /Students 16	
1-2	Holiday - New Year's (no school)										
13	Professional Development (no students)										
3	Record Keeping (no students)										
18	ACCESS begins										
4	Third Quarter/Classes Resume										
18-25	American Government Testing										
16	Holiday - Martin Luther King Day (no school)										
February '12											Teachers 21 /Students 20
10	Interim Progress Reports for Quarter 3										
17	Professional Development (no children)										
20	Holiday - President's Day (no school)										
March '12										Teachers 19 /Students 17	
9	Third Quarter ends 44 days/283.8 hours										
12-16	Spring Break (no school) (Possible snow make up days)										
19	Fourth Quarter begins										
23	Parent conferences (no students)										
April '12											
6	Professional Development (no children)										
2-20	MAP testing										
9-27	EOC testing										
13	Interim Progress Reports for Quarter 4										
May '12										Teachers 22 /Students 18	
1	AP testing begins										
18	Record Keeping (no students)										
25-31	Snow Days										
24	Last Class Day/4th quarter ends 46 days/296.7 hrs.										
25	Last Day 10 Month										
June '12											Teachers 22 /Students 16
1	Last Day 10.5 Month										
8	Last Day 11 Month										
4-29	Summer School										
July '12										Teachers 22 /Students 16	
1	Last Day 10.5 Month										
8	Last Day 11 Month										
4-29	Summer School										
1	Last Day 10.5 Month										
8	Last Day 11 Month										
4-29	Summer School										
1	Last Day 10.5 Month										
8	Last Day 11 Month										
4-29	Summer School										

Totals for the 2011/2012 School Year 176 days; 1135.2 hours;

Student 176 days @ 6 hr. 27 min. (6.45 /day)=1135.2 hours

Teacher 210 days (176 teaching days with students; 34 without students) (6 days for winter break; 5 days for spring break; 9 holidays; 2 record keeping days; 6 professional development days; 2 parent conference days; 2 classroom prep. days; 1 principal's day)



BOARD RESOLUTION

Date: March 24, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Carlinda Purcell, Dep. Supt., Academics

Agenda Item : 04-8111-02

Information: ☐

Action: ☒

Action to be Approved: Summer School Program

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Subject: Request for approval to operate Summer School 2011. There will be a four week session for identified SLPS students beginning June 6, 2011 through June 30, 2011. The cost of the summer school program is not to exceed \$2,000,000.00.

BACKGROUND: The St. Louis Public Schools will provide summer school instruction to identified students. A differentiated program model will be offered to provide students with increased opportunities for educational experiences, as well as reinforce and extend the traditional school year.

The following groups have been identified to receive services: 1) First-time kindergartners without prior pre-k experiences, 2) elementary students who qualify for services under Senate Bill 319, 3) students who have IEPs and are eligible for extended services, 4) elementary students who receive services in the ELL/ESOL program, 5) eighth grade middle school students transitioning into the ninth grade for select schools that are part of the High School Initiative Grant and 6) high school students who need to earn academic credits to make-up courses to assist them in maintaining academic schedules/courses of study and intervention in Algebra I, and World Literature. In the elementary grades teachers will follow a research-based curriculum to increase academic proficiency in communications arts and math. A pre-test and post-test will be administered for students in grades 3-4 to determine eligibility under SB319. Attendance and credits earned toward graduation will be evaluated at the secondary level.

Accountability Plan Goals: I.D.4

Objective/Strategy: 4

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:	GOB	Requisition #:
Amount: 2,000,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$2,000,000.00	☒ Pending Funding Availability	Vendor #: NA

Department: Academics

Requestor: Sheila Smith-Anderson

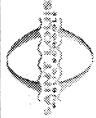
Angela Banks, Interim Budget Director

Dr. Carlinda Purcell, Dep. Supt., Academics

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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Board Resolution

Date: March 25, 2011
To: Dr. Kelvin R. Adams, Superintendent
From: Dr. Jesolyn Larry, Interim Information Technology Officer

Agenda Item: 04-21-11-023
Information: _____
Action: X

Action to be Approved:

X E-Rate Settlement

Other Transaction Descriptors: _____

SUBJECT:

To approve an E-Rate settlement with Mitel Networks, Inc. that arises from an improper disbursement of funds by Universal Service Administrative Company (USAC) during the FY2002 E-Rate year. Mitel originally repaid USAC the entire amount of \$84,468.60 to prevent USAC from levying fines against both the District and Mitel. The settlement amount of \$42,234.50 represents 50% of the improper disbursement which represents the District's portion of the total amount.

BACKGROUND:

During the course of a USAC audit it was determined that funding was disbursed for products and/or services delivered outside of the relevant funding year. The District has acknowledged that the cabinets did not house equipment after the funding year, which means that the phone systems were not installed in FY2002. FCC rules require applicants to use recurring services within the relevant funding year.

Accountability Plan Goal: Goal III: Facilities, Resources Support Objective/Strategy: III.A.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source:	981	-	54	-	110	-	2828	-	6319	GOB	Requisition #:	10124044
Amount:	\$						42,234.50				Requisition #:	
Fund Source:	-		-		-		-		-		Requisition #:	
Amount:							-					
Fund Source:	-		-		-		-		-			
Amount:							-					
Cost not to Exceed:	\$						42,234.50			Pending Funding Availability	Vendor #:	600002596

Department: _____ Technology Services

Dr. Jesolyn Larry, Interim Information Technology Officer

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

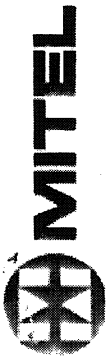
Dr. Kelvin R. Adams, Superintendent

Funding Disbursement Report
Form 471 Application Number: 308298

Funding Request Number:	858657
Contract Number:	SLPS.MITEL.PBX.90
Services Ordered:	INTERNAL CONNECTIONS
Billing Account Number:	
Funding Commitment:	\$1,096,972.20
Funds Disbursed to Date:	\$84,468.60
Funds to be Recovered from Service Provider:	\$84,468.60

Disbursed Funds Recovery Explanation:

After a thorough investigation, it has been determined that funds were improperly disbursed on this funding request. During the course of an audit it was determined that funding was disbursed for products and/or services delivered outside of the relevant funding year. The applicant has acknowledged that the cabinets did not house equipment after the funding year, which means also the phone systems were not installed in FY 2002. FCC rules require applicants to use recurring services within the relevant funding year, and to implement non-recurring services by the applicable deadline established by the Commission. While these requirements are placed on applicants, when service providers seek support, via a SPI, for services provided outside of the funding year, they violate these rules also. Accordingly, USAC is seeking recovery of the \$84,469.00 that was improperly disbursed for services delivered outside of the funding year from both applicant and service provider.



INVOICE

Invoice

1 of 1

Attn:Accounts Receivable
MITEL TECHNOLOGIES, INC.
PO BOX 29370
PHOENIX AZ 85038-9370

D1-MH05110009
11-MAY-07
12-MAY-07

NET ON INVOICE

332816
*A/P MIKE JACKSON
BOARD OF ED CITY OF ST. LOUIS
801 N. 11TH STREET
ACCOUNTS PAYABLE
SAINT LOUIS MO 63101

ACCOUNT NUMBER : 332816
SERVICE NUMBER :

BALANCE SHEET
USD

1	MANUAL CONV	1	EA	84,469.00	84,469.00
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Task Num:	Code:	Cause:	Action:	Disposition:

	0.00
84,469.00	
Mitel to write off	42,234.50
	0.00
	0.00
Balance owed	42,234.50



Universal Service Administrative Company

Schools & Libraries Division

Demand Payment Letter
Funding Year 2002: 7/01/2002 - 6/30/2003

April 9, 2007

Molly Ludlow
Mitel Networks Inc
205 Van Buren Street, Suite 400
Herndon, VA 20170-5336

Re: SPIN: 143005046
Form 471 Application Number: 308298
Funding Year: 2002

FCC Registration Number:
Applicant Name: ST LOUIS CITY SCHOOL DISTRICT
Billed Entity Number: 136902
Applicant Contact Person: Peter McGehee

You were recently sent a Notification of Improperly Disbursed Funds Letter informing you of the need to recover funds from you for the Funding Request Number(s) (FRNs) listed on the Funding Disbursement Report of that letter. A copy of that Report is also attached to this letter. Immediately preceding the Report is a guide that defines each line of the Report.

The balance of this debt is due within 30 days from the date of this letter. Failure to pay the debt within 30 days from the date of this letter could result in interest, late payment fees, administrative charges and implementation of the "Red Light Rule." Please see the "Informational Notice to All Universal Service Fund Contributors, Beneficiaries, and Service Providers" at <http://www.universalservice.org/fund-administration/tools/latest-news.aspx#083104> for more information regarding the consequences of not paying the debt in a timely manner.

If the Schools and Libraries Division (SLD) has determined that both the applicant and the service provider are responsible for a program rule violation, then, pursuant to the Order on Reconsideration and Fourth Report and Order (FCC 04-181), the SLD will seek recovery of the improperly disbursed amount from BOTH parties and will continue to seek recovery until either or both parties have fully paid the debt. If the SLD has determined that both the applicant and the service provider are responsible for a program rule violation, this was indicated in the Disbursed Funds Recovery Explanation on the Funding Disbursement Report.

If the SLD is attempting to collect all or part of the debt from both the applicant and the service provider, then you should work with the applicant to determine who will be repaying the debt to avoid duplicate payment. Please note, however, that the debt is the responsibility of both the applicant and service provider. Therefore, you are responsible for ensuring that the debt

is paid in a timely manner.

Please remit payment for the full "Funds to be Recovered from Service Provider" amount shown in the Report. To ensure that your payment is properly credited, please include a copy of the Report with your check. Make your check payable to the Universal Service Administrative Company (USAC).

If sending payment by U. S. Postal Service or major courier service (e.g. Airborne, Federal Express, and UPS) please send check payments to:

Universal Service Administrative Company
1259 Paysphere Circle
Chicago, IL 60674

If you are located in the Chicago area and use a local messenger rather than a major courier service, please address and deliver the package to:

Universal Service Administrative Company
Lockbox 1259
540 West Madison 4th Floor
Chicago, IL 60661

Local messenger service should deliver to the Lockbox Receiving Window at the above address.

Payment is due within 30 days from the date of this letter.

Complete program information is posted to the SLD section of the USAC web site at www.universalservice.org/si/. You may also contact the SLD Technical Client Service Bureau by e-mail using the "Submit a Question" link on the SLD web site, by fax at 1-888-276-8736 or by phone at 1-888-203-8100.

Universal Services Administrative Company
Schools and Libraries Division

cc: Peter McGehee
ST LOUIS CITY SCHOOL DISTRICT

A GUIDE TO THE FUNDING DISBURSEMENT REPORT

Attached to this letter will be a report for each funding request from the application cited at the top of this letter for which a Recovery of Improperly Disbursed Funds is required. We are providing the following definitions.

FUNDING REQUEST NUMBER (FRN): A Funding Request Number is assigned by the SLD to each individual request in a Form 471 once an application has been processed. This number is used to report to applicants and service providers the status of individual discount funding requests submitted on a Form 471.

CONTRACT NUMBER: The number of the contract between the applicant and the service provider. This will be present only if a contract number was provided on the Form 471.

SERVICES ORDERED: The type of service ordered by the applicant, as shown on Form 471.

BILLING ACCOUNT NUMBER: The account number that you established with the applicant for billing purposes. This will be present only if a Billing Account Number was provided on the Form 471.

FUNDING COMMITMENT: This represents the amount of funding that SLD had reserved to reimburse for the approved discounts for this service for this funding year.

FUNDS DISBURSED TO DATE: This represents the total funds that have been paid to you for this FRN as of the date of this letter.

FUNDS TO BE RECOVERED FROM SERVICE PROVIDER: This represents the amount of Improperly Funds Disbursed to Date for which the service provider has been determined to be primarily responsible. These improperly disbursed funds will have to be recovered from the service provider.

DISBURSED FUNDS RECOVERY EXPLANATION: This entry provides the reason the adjustment was made.

Date 05/01/2007 Cheque 237848 Vendor No. 131131 Vendor Name UNIVERSAL SERVICE ADMIN CO

Reference No.	Invoice No.	Invoice Date	Gross Amount	Discount	Net Amount
19043000032	MAY 03/2007 REQ	05/03/2007	84,469.00	0.00	84,469.00
Mitel Networks, Inc.			84,469.00	0.00	84,469.00



Bank One
611 Woodward Avenue
Detroit, MI 48266

237848
74-1292724

Mitel Networks, Inc.
205 Van Buren St., Suite 400
Herndon, Virginia 20170-5336

*** EIGHTY-FOUR THOUSAND FOUR HUNDRED SIXTY NINE USD and ZERO cents ***

TO THE ORDER OF
UNIVERSAL SERVICE ADMIN CO
1259 PAYSHERE CIRCLE
CHICAGO IL 60674

Mitel Networks, Inc.

Per

Per

DATE	AMOUNT
05/01/2007	*****84,469.00*

⑈ 237848⑈ ⑆072412927⑆

408136⑈



BOARD RESOLUTION

Date: March 24, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Carlinda Purcell, Dep. Supt., Academics

Agenda Item : 04-81-11-04

Information: ☐

Action: ☒

Action to be Approved: Purchase of Good (s)

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

SUBJECT: To approve the sole source purchase of (5) specialized electronic workstations from Paxton Patterson for a total cost not to exceed \$14,445.00.

BACKGROUND: These workstations will be used to upgrade the Electricity/Electronics Program at Clyde C. Miller Career Academy. The workstations and vendor have been approved by DESE for the use of the 2010-11 Carl Perkins Grant funding.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.B.5.a

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 826-KZ-251-1381-6541	Non-GOB	Requisition #: 10123940
Amount: \$14,445.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$14,445.00	☐ Pending Funding Availability	Vendor #: 600002561

Department: Career and Technical Ed.


Tim M. Murrell, Exec. Dir., Career and Technical Ed.


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Carlinda Purcell, Dep. Supt., Academics


Dr. Kelvin R. Adams, Superintendent

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REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Tim M. Murrell		Date: 3/17/2011
Department / School: Career and Technical Education		Phone Number: (314) 345-4530
Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)		
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below) Provide specialized workstations that will be used to upgrade the Electricity/Electronics Program at Clyde C. Miller Career Academy.		
Vendor Name: Paxton Patterson		Email:
Vendor Contact: Jeff Larson		Phone Number 1-800-323-8484
Justification Information		
1. Why the uniquely specified goods are required?		
2. Why good or services available from other vendors /competitors are not acceptable? Workstations are made specifically for Electricity/Electronics type programs.		
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...) N/A		
4. List the Names of other Vendors contacted & Price Quotes:		
I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.		
Your sole source request will not be approved without the required signatures below:		
Tim M. Murrell Department Head		3/17/2011 Date
CFO		Date
Superintendent		Date



BOARD RESOLUTION

Date: March 23, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Carlinda Purcell, Dep. Supt., Academics

Agenda Item: 04-21-11-05

Information: ☐

Action: ☒

Action to be Approved: Purchase of Good (s)

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

SUBJECT: To approve the purchase of (5) Hewlett Packard (HP) Networkable Printers from Universal Business Supply for a total cost not to exceed \$6,150.00.

BACKGROUND: These printers will be used to upgrade the Multimedia Program at Clyde C. Miller Career Academy, and Business Programs at Roosevelt High School, Sumner High School, and Soldan High School. The printers and vendor have been approved by DESE for the use of the 2010-11 Carl Perkins Grant funding.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.B.5.a

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function-- 6411 Object Code)

Fund Source: 826-KZ-251-1381-6541	Non-GOB	Requisition #: 10123944
Amount: 1,230.00		
Fund Source: 826-KZ-251-1361-6541	Non-GOB	Requisition #: 10123946,10123947,10123948,10123949
Amount: 4,920.00		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$6,150.00	☐ Pending Funding Availability	Vendor #: 600007542

Department: Career and Technical Ed.

Tim M. Murrell, Exec. Dir., Career and Technical Ed

Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

Dr. Carlinda Purcell, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent

Revised 09/27/2010

Reviewed By:

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Quotation

Date: 03/22/2011

St. Charles West

[illegible]

Total: \$6,150.00

Carol Hizer

cdhizer@earthlink.net

4344 Rider Trail North • Earth City, MO 63045
Phone 314-503-5269 • Fax 314-638-3840



QUOTATION

Customer:
Attention:

St. Louis Public Schools
Paul Cady

Date: 03/22/11
FOB:
ETA:
Fax #:

#	Item #	Description	Qty	Price	Ext Price
1	CC490A	4025DN Printer	1	\$ 1,301.28	\$ 1,301.28
2					
3		*****			
4		Printer is on back order. ETA is 04/03/11			
5		*****			
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
Notes:		SUBTOTAL:			\$1,301.28
		TAX:			
		SHIPPING:			
		TOTAL:			\$1,301.28

Cady, Paul J.

From: Brendon-Herrick [bherrick@techdepot.com]
Sent: Monday, March 21, 2011 3:41 PM
To: Cady, Paul J.
Subject: HP cp4025dn Quote

Hi Paul – below is your price quote. FYI – this item is currently out of stock with an ETA of 3/25 and 4/1.

Product Quote

Tech Depot appreciates this opportunity to provide your organization this product(s) quote. Tech Depot strives to make your buying experience straightforward and streamlined by offering intelligent product choices, top brands, and competitive prices, with the support you demand.

Reference# : **Date:** 21-Mar-2011
Quote# : B110311288 **Phone:** (888) 707-7040

BILL TO	SHIP TO
Accounts Payable	
Saint Louis Public Sch	
801 N 11th Street	
Saint Louis, MO 63101	Paul Kady
Saint Louis City Public Schools	
801 N 11TH ST	
SAINT LOUIS, MO 631011015	

Item #	Mfg #	PRODUCT	QTY	PRICE	TOTAL
S7629374	CC490A#BGJ	HP Color LaserJet Enterprise CP4025dn - printer - color - laser			Contract Number: RQ09-
	997736-42C	1	\$1,234.99	\$1,234.99	
		Subtotal		\$1,234.99	
		TAX (applicable states only)		\$0.00	
		SHIPPING & HANDLING [Standard Ground]		\$0.00	

TOTAL

\$1,234.99

FEIN DUNS Cage Code
06-1526627 04-188-3971 1LDH8

Thank you once again for your consideration and feel free to contact me with any questions.

If this quote meets your requirements and you are set to purchase, please click the link below:
<http://www.techdepot.com/pro/3.asp?c=pq&r=lr&s=7201819>

Quote is subject to Tech Depot's Standard Terms and Conditions. To view our terms click [here](#).

Brendon Herrick

TECHDEPOT - an Office Depot company

Toll-Free: 1-888-707-7040 x7254

Direct: 203-615-7254

Fax: 203-615-7006 (Attn: B. Herrick)

6 Cambridge Drive, Trumbull, CT 06611

Email: BHerrick@techdepot.com | Web: www.techdepot.com

E-rate Spin # 143023342

GSA Schedule#: GS-35F-0541N

U.S. Communities # RQ09-997736-42C



BOARD RESOLUTION

Date: March 23, 2011
To: Dr. Kelvin R. Adams, Superintendent
From: Dr. Carlinda Purcell, Dep. Supt., Academics

Agenda Item : 04281-11-09

Information: ☐

Action: ☒

Action to be Approved: Purchase of Good (s)

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

SUBJECT: To approve the purchase of medical equipment, including a Performance Pro Ambulance Cot and related accessories, from Stryker EMS Equipment for a total cost not to exceed \$7,731.00.

BACKGROUND: The equipment purchased will be used to upgrade the Health Occupations - Emergency Medicine Program at Gateway Institute of Technology. The equipment and vendor have been approved by DESE for the use of the 2010-11 Carl Perkins Grant funding.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.B.5.a

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 826-KZ-251-1382-6541	Non-GOB	Requisition #: 10123939
Amount: \$7,731.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$7,731.00	☐ Pending Funding Availability	Vendor #: 600014395

Department: Career and Technical Ed.


Tim M. Murrell, Exec. Dir., Career and Technical Ed.


Angela Banks, Interim Budget Director


Eros Moss, CFO/Treasurer


Dr. Carlinda Purcell, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent

			
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REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Tim M. Murrell		Date: 3/17/2011
Department / School: Career and Technical Education		Phone Number: (314) 345-4530
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>		
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below) Provide specialized medical equipment manufactured by the vendor to be used to upgrade the Health Occupations -- Emergency Medicine Program at Gateway Institute of Technology.		
Vendor Name: Stryker Corporation		Email:
Vendor Contact: Marc Oberkirsch		Phone Number 1-800-669-4968 ext 8409
Justification Information		
1. Why the uniquely specified goods are required?		
2. Why good or services available from other vendors /competitors are not acceptable? Performance Pro Ambulance Cot and accessories manufactured and sold by the vendor.		
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...) N/A		
4. List the Names of other Vendors contacted & Price Quotes:		
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>		
Your sole source request will not be approved without the required signatures below:		
<i>Tim M. Murrell</i> Department Head		3/17/2011 Date
<i>[Signature]</i> CFO		Date
Superintendent		Date

Stryker

3800 East Centre Avenue
Portage, MI 49002
T: 800-669-4968

PLEASE REMIT PAYMENT TO:
Stryker Sales Corporation
PO Box 93308
Chicago, IL 60673

OBERKIRSCH, MARC P
E: Marc.Oberkirsch@Stryker.com

stryker®

LWS Equipment

F: 314-667-3757

Date : 12/14/2010			Customer Number: 0	Spec Number: 14558
Billing Address:		Shipping Address:	End User Address:	
Name:	Gateway Highschool	Name:	Gateway Highschool	
Address:	5101 McRee	Address:	5101 McRee	
Contact	St Louis, MO 63110	Contact	St Louis, MO 63110	
Phone #:	Ken Riddle	Phone #:	Ken Riddle	
Email:	314-520-1254	Email:	314-520-1254	
Fax:	ken.riddle@slsps.org	Fax:	ken.riddle@slsps.org	
			Contact	
			Phone #:	
			Email:	
			Fax:	

Qty	Item No#	Name	Price	Extended Price
1	60850000000(M)	PERFORMANCE PRO AMBULANCE COT	\$5,377.50	\$5,377.50
1	6550001084	GATCH BOLSTER MATTRESS	\$0.00	\$0.00
1	6092036018	J-HOOK	\$0.00	\$0.00
1	6085027000	RETRACTABLE HEAD SECTION	\$0.00	\$0.00
1	6085026000	STANDARD COMPONENTS	\$0.00	\$0.00
1	6085032000	KNEE-GATCH OPTION	\$653.40	\$653.40
1	6085042000	DOMESTIC MANUAL OPTION	\$0.00	\$0.00
1	6085029000	LEFT HAND RELEASE HANDLE	\$0.00	\$0.00
1	7777881660	1 YR PARTS, LABOR, & TRAVEL	\$0.00	\$0.00
1	6082501010	SINGLE WHEEL LOCK OPTION	\$0.00	\$0.00
1	6085033000	PR COT RETAINING POST	\$0.00	\$0.00
1	6085044000	DVD, IN-SERVICE	\$0.00	\$0.00
1	6500130000	BACKREST STORAGE POUCH	\$211.50	\$211.50
1	6500147000	EQUIPMENT HOOK OPTION	\$43.20	\$43.20
1	6500215000	3 STAGE IV POLE PR OPTION	\$281.70	\$281.70
1	6085035000	HEAD END STORAGE FLAT	\$112.50	\$112.50
1	6085046000	RETRACTBLE HDSCN 02 HLDR	\$151.20	\$151.20
1	6085026000	STANDARD COMPONENTS	\$0.00	\$0.00
5	Service Contract	Power Cots: STANDARD-E	\$180.00	\$900.00
Subtotal			\$7,011.00	\$7,731.00
Shipping cost				\$0.00
All applicable Sales Tax will be calculated at time of invoicing			Total	\$7,731.00

Stryker

3800 East Centre Avenue
Portage, MI 49002
T: 800-669-4968

PLEASE REMIT PAYMENT TO:
Stryker Sales Corporation
PO Box 93308
Chicago, IL 60673

OBERKIRSCH, MARC P
E: Marc.Oberkirsch@Stryker.com

stryker[®]LMS Equipment

F: 314-667-3757

Date : 12/14/2010

Customer Number: 0

Spec Number: 14558

Comments:

Ken Riddle

Special Shipping Instructions:

Credit Card Type:

CC Number:

Expiration:

Security Code:

Name On Card:

CC Name:

P.O.Number: _____

Signature: _____

Title: _____

Terms: Net 30 days.

Terms & Conditions: Cot, all accessories on original order and aftermarket accessories FOB origin. Order subject to Stryker Corporation's approval. Credit cannot be allowed on returns of special or modified items. All approved returns will be accepted only in Kalamazoo, Michigan. Proposals valid for 30 days from submittal.

Thank You For Your Business



BOARD RESOLUTION

Date: March 24, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Carlinda Purcell, Dep. Supt., Academics

Agenda Item : 0421-11-07

Information: ☐

Action: ☒

Action to be Approved: RFP/Bid

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a purchase of 110 marching band uniforms and 3 drum major uniforms from DeMoulin Uniform Company for Soldan High School at a cost not to exceed \$57,638.61.

BACKGROUND:

To replace uniforms purchased 15 years ago for a school band representing the District in many community events. The uniform design was approved by a committee of parents, teachers, students and school administrators.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.A.1

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 847-MY-110-1411-6411	GOB	Requisition #: 10122619
Amount: \$57,638.61		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$57,638.61	☐ Pending Funding Availability	Vendor #: 600003035

Department: Curriculum & Instruction

Requestor: Kaye Harrington

Carlinda Purcell
Dr. Carlinda Purcell, Dep. Supt., Academics

Angela Banks
Angela Banks, Interim Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams
Dr. Kelvin R. Adams, Superintendent

SA			
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BID FORM

The bidder certified he has familiarized himself with your specifications, had carefully read them and understands their contents. Any uniforms furnished by us will be in the style and quality requested.

Quantity	Item	Unit Price	Total Price
3	Coats-Drum Majors	<u>\$304.80</u>	<u>\$914.40</u>
3	Trousers-Drum Majors	<u>\$111.69</u>	<u>\$335.07</u>
3	Capes-Drum Majors	<u>\$125.82</u>	<u>\$377.46</u>
3	Headgear-Drum Majors	<u>\$94.36</u>	<u>\$283.08</u>
3	Plumes-Drum Majors	<u>\$18.17</u>	<u>\$54.51</u>
1	Uniform Management Computer Program	<u>N/C</u>	<u>N/C</u>
110	Coats-Marching	<u>\$225.72</u>	<u>\$24,829.20</u>
113	Garment Bags-Marching & Drum Majors	<u>\$11.37</u>	<u>\$1,284.81</u>
110	Trousers-Marching	<u>\$104.86</u>	<u>\$11,534.60</u>
113	Cords-Marching & Drum Majors	<u>\$11.16</u>	<u>\$1,261.08</u>
113	Gloves-Marching & Drum Majors	<u>\$2.70</u>	<u>\$305.10</u>
2	Buttons-Marching	<u>N/C</u>	<u>N/C</u>
110	Shako Boxes-Marching	<u>Included in headgear price</u>	<u>Included in headgear price</u>
110	Capes-Marching	<u>\$92.63</u>	<u>\$10,189.30</u>
110	Headgear-Marching	<u>\$44.36</u>	<u>\$4,879.60</u>
110	Plumes-Marching	<u>\$12.64</u>	<u>\$1,390.40</u>
113	Hangers-Marching & Drum Majors	<u>N/C</u>	<u>N/C</u>
	Total Bid		<u>\$57,638.61</u>

Terms: Sample uniform is to be in accordance to the exact specifications. If awarded the contract, the undersigned agrees to ship the entire order within 90-120 calendar days after approval of the sample and receipt of necessary details and all measurements.

Name (Please Print): William S. Marsden

Signature: Wm S. Marsden

Title: President

Phone: 800-228-8134

Date: 02/03/2011

BIDDERS EVALUATION FORM

All bidders are to complete this form in order to complete the evaluation of the bids.

In conjunction with price, the award of the bid is to be based on the quality of the uniform sample, experience of the manufacturer, the reputation of the manufacturer, and ability to provide necessary service.

Manufacturer Bidding: DeMoulin Bros. and Co.

Name: William S. Marsden

Address: 1025 S. Fourth St.

Address: Greenville, IL 62246

Telephone: 800-228-8134

Experience

Number of years company has been in business: 119

References

a. List (5) live accounts presently wearing band uniforms manufactured by company. Uniforms should be 3 or more years old.

See List

b. Bidder shall submit copy of written warranty.

Local Representative

Name: Gary Medley

Address: 1325 Pegasus Trail

St. Peters, MO 63376

Telephone: 800-510-9795

Customer Name	City	ST	Purchase Years
Adrian High School	Adrian	MO	(00)
McDonald County High School	Anderson	MO	(02)
Ash Grove High School	Ash Grove	MO	(08)
Aurora High School	Aurora	MO	(09)
Belton High School	Belton	MO	(09)
Bloomfield High School	Bloomfield	MO	(07)
Blue Springs South High School	Blue Springs	MO	(08)
Boonville High School	Boonville	MO	(99)
Bowling Green High School	Bowling Green	MO	(01, 02, 08)
Branson High School	Branson	MO	(03)
Campbell High School	Campbell	MO	(06)
Cassville High School	Cassville	MO	(02)
Mark Twain High School	Center	MO	(99, 00)
Marquette High School	Chesterfield	MO	(00, 06, 08)
Parkway Central High School	Chesterfield	MO	(99, 09)
Parkway North High School	Chesterfield	MO	(01)
Cass-Midway High School	Cleveland	MO	(05)
Conway High School	Conway	MO	(03)
Crocker High School	Crocker	MO	(09)
East Prairie High School	East Prairie	MO	(04)
El Dorado Springs High School	El Dorado Springs	MO	(06)
Eureka High School	Eureka	MO	(07, 08)
Fair Grove High School	Fair Grove	MO	(08)
Fair Play High School	Fair Play	MO	(07)
Farmington High School	Farmington	MO	(99)
Fayette High School	Fayette	MO	(02)
Rockwood Summit High School	Fenton	MO	(00, 01)
Festus R-6 High School	Festus	MO	(03)
Fordland High School	Fordland	MO	(10)
Forsyth High School	Forsyth	MO	(09)
Fredericktown High School	Fredericktown	MO	(00, 01)
Galena High School	Galena	MO	(10)
Greenfield High School	Greenfield	MO	(09)
Hartville High School	Hartville	MO	(02, 04)
Lafayette Co. High School	Higginsville	MO	(01, 02, 04)
Hillsboro High School	Hillsboro	MO	(05)
Seckman Sr. High School	Imperial	MO	(03, 05)
Windsor High School	Imperial	MO	(07)
Ft. Osage High School	Independence	MO	(01)
Van Horn High School	Independence	MO	(09)
Lincoln College Preparatory	Kansas City	MO	(06)
Raytown High School	Kansas City	MO	(00)
Kirkwood High School	Kirkwood	MO	(08)
Knob Noster High School	Knob Noster	MO	(02)
Liberty High School	Liberty	MO	(02, 08)

Customer Name	City	ST	Purchase Years
Liberty North High School	Liberty	MO	(10)
Lone Jack High School	Lone Jack	MO	(00)
Marshfield High School	Marshfield	MO	(07)
Pattonville High School	Maryland Heights	MO	(99, 00, 07, 10)
Maryville High School	Maryville	MO	(01)
Mt. Vernon High School	Mount Vernon	MO	(03)
New Bloomfield High School	New Bloomfield	MO	(99)
New Haven High School	New Haven	MO	(03)
Nixa High School	Nixa	MO	(05)
Norborne High School	Norborne	MO	(99)
Ft. Zumwalt North High School	O Fallon	MO	(07)
Ft. Zumwalt West High School	O'Fallon	MO	(08)
Oak Grove High School	Oak Grove	MO	(00, 04, 09)
Osborn High School	Osborn	MO	(99)
Owensville High School	Owensville	MO	(09)
Ozark High School	Ozark	MO	(05, 07)
Raymore-Peculiar High School	Peculiar	MO	(99, 01, 02, 03, 08, 09)
Pleasant Hope High School	Pleasant Hope	MO	(07)
Potosi High School	Potosi	MO	(99, 00, 08)
Raytown High School	Raytown	MO	(05)
Raytown South High School	Raytown	MO	(05)
Republic High School	Republic	MO	(07)
Francis Howell Central High School	Saint Charles	MO	(05)
Francis Howell High School	Saint Charles	MO	(07, 08)
Francis Howell North High School	Saint Charles	MO	(99, 00, 02, 05, 06, 07)
Parkway West High School	Saint Charles	MO	(00, 03)
St. Charles West High School	Saint Charles	MO	(01)
Bayless High School	Saint Louis	MO	(99)
Beaumont High School	Saint Louis	MO	(00)
Horton Watkins High School	Saint Louis	MO	(99)
Kirkwood High School	Saint Louis	MO	(99)
Normandy High School	Saint Louis	MO	(99, 01)
Oakville High School	Saint Louis	MO	(04)
Ritenour High School	Saint Louis	MO	(99, 06)
Soldan High School	Saint Louis	MO	(99)
Vashon High School	Saint Louis	MO	(99, 00)
Ft. Zumwalt South High School	Saint Peters	MO	(09)
Ste. Genevieve High School	Sainte Genevieve	MO	(99)
Salem High School	Salem	MO	(07)
Salisbury High School	Salisbury	MO	(05)
Silex High School	Silex	MO	(07)
Glendale High School	Springfield	MO	(07)
Hillcrest High School	Springfield	MO	(03, 09)
Kickapoo High School	Springfield	MO	(05, 07)
Parkview Sr. High School	Springfield	MO	(02)

Customer Name	City	ST	Purchase Years
St. Charles High School	St. Charles	MO	(01, 05, 06, 08)
Lindbergh High School	St. Louis	MO	(00, 01, 04, 05, 07, 10)
Mehlville High School	St. Louis	MO	(06)
Ft. Zumwalt East High School	St. Peters	MO	(08)
Stockton High School	Stockton	MO	(10)
Strafford High School	Strafford	MO	(07)
Sullivan High School	Sullivan	MO	(07)
Troy Buchanan High School	Troy	MO	(99, 00, 01)
Warren Co. High School	Warrenton	MO	(05, 06)
Waynesville High School	Waynesville	MO	(06, 09)
Webster Groves High School	Webster Groves	MO	(00)
West Plains High School	West Plains	MO	(08)
Lafayette High School	Wildwood	MO	(03, 10)
Willow Springs High School	Willow Springs	MO	(03)
Winfield High School	Winfield	MO	(01)
Wright City High School	Wright City	MO	(02)

DeMOULIN BROTHERS & COMPANY
LIFETIME LIMITED WARRANTY

Warranty

DeMoulin Brothers & Company ("Seller") does hereby warrant for life to every original purchaser of our product that the following uniform parts are free of defective workmanship or material when properly maintained: coats, trousers, overlays, and standard material trims (that is, trim made of wool, wool blend fabric, selected 14 or 14 ½ oz. 100% polyester whipcord, and DeMoulin or Applause formal fabrics). This warranty specifically extends to the internal construction of the uniform parts and moth protection, as well as shrinkage and colorfastness if beyond textile industry standards and based upon proper drying cleaning conditions. Seller further warrants against defective workmanship or materials from the plastic frame of all headgear only to the extent this headgear is guaranteed by suppliers of Seller.

Limitations and Restrictions

This warranty is limited, however, to the following conditions:

- (1) Seller shall not be responsible for any damage caused to fabrics or materials by dry cleaning or other cleaning processes unless such work is done by a professional dry cleaning establishment and in strict accordance with the cleaning instructions provided by Seller.
- (2) Seller shall not be responsible for normal wear and tear, including but not restricted to pulls, tears, or pilling of fabrics.
- (3) Seller shall not be responsible for damage caused by alterations, accidents, unreasonable use, or unusual treatment due to misfitting of garments to wearer or extreme weather conditions.
- (4) Only the following fabrics are included: wool, dacron/wool, selected 14 or 14 ½ oz. 100% polyester whipcord, and DeMoulin or Applause formal fabrics. All other fabrics are excluded, including but not limited to sequin, metallic, holographic and satin fabrics and trims.

Process to Follow to Make a Warranty Claim

To obtain warranty service notice of claims arising from this limited warranty must be submitted in writing to DeMoulin Brothers & Company, Greenville, Illinois 62246. Buyer must make available for inspection by Seller, within twenty (20) days of notice, at a location and time reasonably convenient to both parties, all goods for which claim is being made. NO returns or claims will be accepted without prior written acceptance thereof by Seller.

Seller shall repair, or at its discretion replace, any defective uniform part. This repair or replacement is limited to fabrics which DO NOT pass the AATC industry approved test for crocking. Further, repair or replacement will be determined after an investigation by Seller as to the cause of the damage. If it is determined by Seller that the damage was caused by alterations, accidents, unreasonable use, unusual treatment due to misfitting of garments to wearer, extreme weather conditions or improper cleaning methods, Seller WILL NOT be responsible for the repair or replacement of any uniform or uniform part. In the event such investigation reveals a defective product, Seller shall replace or repair such product within ninety (90) days or in a reasonable time period as determined by Seller.

Buyer shall not be entitled, however, to claim any consequential damages (including lost profits) for non-conforming or defective goods or for late delivery or non-delivery.

DISCLAIMER OF WARRANTIES

This Limited Warranty is expressly in lieu of other warranties, express or implied and whether statutory or otherwise, including any warranty of merchantability and fitness for a particular purpose and there are no warranties which extend beyond the description on the face hereof.

IN NO EVENT SHALL SELLER BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES, ARISING OUT OF THIS SALE, INCLUDING BUT NOT LIMITED TO LOST PROFITS, BUSINESS INTERRUPTION, LOSS OF BUSINESS INFORMATION, OR COVER, EVEN IF SELLER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

Buyer should note, for his own protection, the following:

This warranty gives you specific legal rights, and you may also have other rights that vary from state to state.

In the event Buyer pursues any legal action arising from this warranty, the Buyer hereby consents that the State of Illinois shall have jurisdiction and venue over any such action.



William S. Marsden, President

BID FORM

The bidder certified he has familiarized himself with your specifications, had carefully read them and understands their contents. Any uniforms furnished by us will be in the style and quality requested.

Quantity	Item	Unit Price	Total Price
3	Coats-Drum Majors	<u>650.00</u>	<u>1,950.00</u>
3	Trousers-Drum Majors	all DM items included	
3	Capes-Drum Majors	in price above	
3	Headgear-Drum Majors		
3	Plumes-Drum Majors		
1	Uniform Management Computer Program	N/C	N/C
110	Coats-Marching	<u>243.50</u>	<u>26,785.00</u>
113	Garment Bags-Marching & Drum Majors	<u>21.95</u>	<u>2,480.35</u>
110	Trousers-Marching	<u>119.85</u>	<u>13,183.50</u>
113	Cords-Marching & Drum Majors	<u>19.50</u>	<u>2,203.50</u>
113	Gloves-Marching & Drum Majors	<u>1.95</u>	<u>220.35</u>
2	Buttons-Marching	N/C	N/C
110	Shako Boxes-Marching	<u>9.95</u>	<u>1,094.50</u>
110	Capes-Marching	<u>125.90</u>	<u>13,849.00</u>
110	Headgear-Marching	<u>46.30</u>	<u>5,093.00</u>
110	Plumes-Marching	<u>17.00</u>	<u>1,870.00</u>
113	Hangers-Marching & Drum Majors	<u>1.50</u>	<u>169.50</u>
		Total Bid \$68,898.70	

Terms: Sample uniform is to be in accordance to the exact specifications. If awarded the contract, the undersigned agrees to ship the entire order within 75-125 calendar days after approval of the sample and receipt of necessary details and all measurements.

Name (Please Print): Steve Roberts

Signature: [Signature]

Title: General Manager

Phone: 660/258-2246

Date: 1-31-11

BIDDERS EVALUATION FORM

All bidders are to complete this form in order to complete the evaluation of the bids.

In conjunction with price, the award of the bid is to be based on the quality of the uniform sample, experience of the manufacturer, the reputation of the manufacturer, and ability to provide necessary service.

Manufacturer Bidding: Stanbury Uniforms, Inc.

Name: Steve Roberts

Address: P.O. Box 100

Address: Brookfield, MO 64628

Telephone: 660/258-2246

Experience

Number of years company has been in business: 92

References

a. List (5) five accounts presently wearing band uniforms manufactured by company. Uniforms should be 3 or more years old.

See attached

b. Bidder shall submit copy of written warranty.

Local Representative

Name: Jim Pundmann

Address: 1411 Colonial Drive

Fulton, MO 65251

Telephone: 573/642-7119

Stanbury Uniforms, Inc.
P.O. Box 100
108 Stanbury Industrial Drive
Brookfield, MO 64628
1-800-876-2246
Fax: 866-258-5781
<http://www.stanbury.com>
stanbury@sthighway.com

Stanbury

An Employee Owned Company

Missouri References

Afton High School St. Louis	Bismarck High School Bismarck
Blair Oaks High School Jefferson City	Boonville High School Boonville
Bourbon High School Bourbon	Braymer High School Braymer
Brookfield High School Brookfield	Brunswick High School Brunswick
Bucklin High School Bucklin	Calhoun High School Calhoun
Camdenton High School Camdenton	Cameron High School Cameron
Canton High School Canton	Carrollton High School Carrollton
Central Methodist College Fayette	Centralia High School Centralia
Chillicothe High School Chillicothe	Clark County High School Kahoka
Clinton High School Clinton	Concordia High School Concordia
Crawford County High School Cuba	Crest Ridge High School Centerview
Crystal City High School Crystal City	Dixon High School Dixon
East Buchanan High School Gower	

STANBURY UNIFORMS LIFETIME LIMITED WARRANTY

Stanbury Uniforms, Inc. ("Seller") warrants to the original end-user purchaser, **Soldan H.S.** ("Buyer"), that the uniforms manufactured by Seller and purchased by Buyer will be free under normal use from defects in materials and workmanship for the life of Buyer's ownership of the uniforms. This Lifetime Limited Warranty ("Warranty") covers only uniforms consisting of fabric and parts made from 100 percent wool, dacron-wool and/or 960 polyester. Seller further warrants that the internal construction of the uniform parts, moth protection shrinkage of the uniforms will conform with textile industry standards.

This Warranty does **NOT** cover the following:

1. Uniform parts containing metallic fabrics and trims, twills, satins, sequins fabric and trims and other exotic fabrics and/or trims.
 2. Normal wear and tear associated with the uniforms, including, but not limited to, pulls, tears and piling of fabric.
 3. Damage caused by accidents, alteration, abuse, misuse, improper wearing or acts of God.
 4. Items not manufactured by Seller and which Seller purchased from outside sources, such as, but not limited to, plumes, gloves, shoes, suspenders, garment bags, and rainwear.
 5. Damage caused by improper dry cleaning, not following cleaning instructions, or subjecting uniforms to inclement weather, are expressly not covered by the warranty.
- Stanbury recommends that uniforms are tested for color fastness prior to cleaning by having a few uniforms cleaned in advance of full order. Any questions regarding dry cleaning should be directed to the Stanbury Customer Service department.

Seller makes no warranty, express or implied, with respect to matters not covered and described above.

THIS WARRANTY IS EXPRESSLY IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTIES, WRITTEN OR ORAL, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND OF ANY OTHER OBLIGATION ON THE PART OF THE SELLER. No agent, employee or representative of Seller has any authority to bind Seller to any affirmation, representation or warranty concerning the uniforms sold, and unless an affirmation, representation or warranty made by an agent, employee or representative is specifically included within this Warranty, it shall not be enforceable by Buyer. In accordance with the terms of this Warranty, Seller will repair or, at its option, replace free of charge any covered uniform part that is proven defective. Such repair or replacement shall be Buyer's exclusive remedy under this Warranty. This Warranty shall be invalid if repairs to the uniform are attempted by anyone other than an authorized representative of Seller.

Buyer shall not be entitled to any consequential or incidental damages for nonconforming or defective goods, or for any other breach or repudiation of the sales contract by Seller. Consequential and incidental damages shall include, but are not limited to, lost profits and all other items defined as consequential and incidental damages by the applicable version of the Uniform Commercial Code. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

Notice of any defect and of any claim under this Warranty must be submitted in writing to Stanbury Uniforms, Inc., P.O. Box 100, Brookfield, Missouri 64628, within a reasonable time after the defect becomes apparent, in no event to exceed thirty (30) days. A written receipt for the uniforms, showing the date of purchase, must accompany any request or claim for work to be performed. To obtain performance under this Warranty, Buyer must make the defective uniforms available for inspection by Seller or its designated representative at a location and time reasonably convenient for both Buyer and Seller. After such inspection, Seller will issue to Buyer a written acceptance or rejection of the claim under the Warranty. Seller shall not be obligated to perform under this Warranty until it has inspected the uniforms for which a claim is made and has given Buyer written acceptance of the claim.

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.



BOARD RESOLUTION

Date: March 23, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Carlinda Purcell, Dep. Supt., Academics

Agenda Item : 04-21-11-08

Information: ☐

Action: ☒

Action to be Approved: Purchase of Good (s)

Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a sole source purchase from Pearson Psychological Corporation for psychological educational assessment and evaluation test kits, supplemental protocols and scoring software for use by school psychological educational assessment services personnel and school social workers district-wide extending into the 2011-2012 school year. The cost will not exceed \$16,257.72.

BACKGROUND: This purchase is in alignment with the District's Accountability Plan - Differentiated Instruction and Supplemental Program: Objectives 131, 132, 138 and 139. It will ensure that all resident children with disabilities receive comprehensive services, as required by the Individuals with Disabilities Education Act (IDEA) and Chapter 162, RSMo, through an integrated component of the District's educational program.

In prior years, consumed materials were not replaced in sufficient quantities. For this reason, it is necessary to make this purchase.

Accountability Plan Goals: Goal I: Student Performance

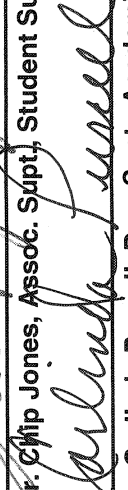
Objective/Strategy: 1.1D

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

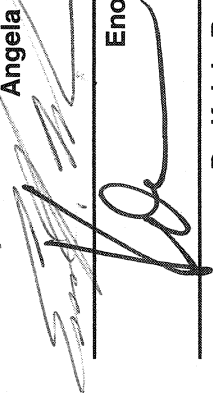
Fund Source: 828-00-271-2332-6412	Non-GOB	Requisition #: 10123281
Amount: \$16,257.72		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$16,257.72	☐ Pending Funding Availability	Vendor #: 600011971

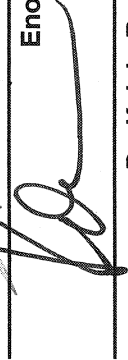
Department: Academic Services


Dr. Chip Jones, Assoc. Supt., Student Support Serv.


Dr. Carlinda Purcell, Dep. Supt., Academics


Angela Banks, Budget Director

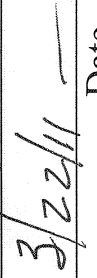

Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

			
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REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Joseph 'Chip' Jones	Date: March 4, 2011
Department / School: Special Education	Phone Number: 314-345-2250
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
Goods are sold only through this vendor and trademark and copyright law protected	
Vendor Name: Pearson Psychological Corp.	Email: Tiffany.Laszlo@Pearson.com
Vendor Contact: Tiffany Laszlo	Phone Number 800-627-7271, ext 267052
Justification Information	
1. Why the uniquely specified goods are required?	
Goods used to conduct psychological educational assessments for the purpose of identifying students disabilities	
2. Why good or services available from other vendors /competitors are not acceptable?	
Materials are sold through their publishing company. They are protected through trademark and copyright laws. They are not available through competitor publishers.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
Due to the large number of material being requested for purchase, the district sales representative has given a 10% discount on the order. The company's proposal is attached.	
4. List the Names of other Vendors contacted & Price Quotes:	
Materials listed on SAP Purchase Requisition are only available through the vendor listed above.	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
	 Date
Department Head	Date
	Date
CFO	Date
Superintendent	Date

JKE

Sole Source Checklist

1. Check one of the following:

XOne-of-a-kind The commodity or service has no competitive product and is available from only one supplier.

Prior to checking this box you must complete each of the following tasks:

- Search the internet for companies providing similar services.
- Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
- Document search activities and findings

☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.

Prior to checking this box you must complete the following task:

- Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question

☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document a search for additional suppliers

☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.

Prior to checking this box you must complete each of the following tasks:

- Document delivery date and quotes from at least two other vendors
- Document rationale in support of treating the delivery date as mission critical

☐ **Research Continuity** The commodity or service must comply with established District standards and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Document district adoption of standard (i.e. Textbook adoption)

☐ **Unique Design** The commodity or service must meet physical design or quality requirements and is available from only one supplier.

Prior to checking this box you must complete the following task:

- Sole supplier (i.e. Regional Distributor)

☐ **Emergency URGENT NEED** for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

Prior to checking this box you must complete the following task:

- Complete Emergency Purchase Form

2. If the Sole Source Criteria is met, then complete the Sole Source Form;

3. If the Sole Source Criteria is not met, then the item must be bid.

PROPOSAL / PROFORMA INVOICE

PEARSON
5601 Green Valley Drive 4th floor
Bloomington, MN 55437-1099

Federal ID No. 41-0850527
An Equal Opportunity Employer

Submitted by TIFFANY LASZLO
Phone: (800) 627-7271 ext. 267052
Fax: (800) 632-9011

Proposal Date: 25-Jan-2011

Purchase Order Number: SANC25012011

Preliminary Order No: 197335

Customer Phone: Effort Code TJ9

Account No: 636381-7-4361285

Customer

SANCERIA THOMAS MED
Saint Louis Public Schools
Admin Bldg
801 N 11th St
St Louis MO 63101

Product Number	Description	Qty Ordered	List Unit Price*	Unit Price	Extended Price
0158989317	WPPSI-III BASIC KIT	2	1,025.00	922.50	1,845.00
0158031253	CARS2 KIT	2	150.00	135.00	270.00
0158981502	WASI COMPLETE KIT	4	284.00	255.60	1,022.40
32300	KBIT-2 COMPLETE KIT	1	239.00	215.10	215.10
0158979060	WISC-IV SOFTCASE KIT	1	1,085.00	976.50	976.50
0158029348	BROWN ADDS RS PRNT AGE3-7 25	2	71.30	64.17	128.34
0158029356	BROWN ADDS RS TEACHR 3-7 25	2	71.30	64.17	128.34
0158029372	BROWN ADDS RS CH PRT AG8-12 25	2	71.30	64.17	128.34
0158029364	BROWN ADDS RS TEACHR 8-12 25	2	71.30	64.17	128.34
0158004671	ABAS-II SCHOOL KIT	2	213.15	191.84	383.68
0158029321	BROWN ADDS CHLDN/ADOLESC MNL	2	155.30	139.77	279.54
30021	BASC-2 TRS-C HAND SCOR ENG(25)	4	35.60	32.04	128.16
30024	BASC-2 PRS-C HAND SCOR ENG(25)	4	35.60	32.04	128.16
30030	BASC-2 TRS-P CE ENG (25)	2	29.70	26.73	53.46
30031	BASC-2 TRS-C CE ENG (25)	4	29.70	26.73	106.92
30032	BASC-2 TRS-A CE ENG (25)	4	29.70	26.73	106.92
30034	BASC-2 PRS-C CE ENG (25)	4	29.70	26.73	106.92

Authorization, Price and Terms

Prices effective for 30 days from proposal date.

I authorize Pearson to ship this order at the prices listed above, FOB Destination, applying balance net 30 days payment terms for US orders. Prepayment required for all international orders. Also applied are the standard terms and conditions and the terms of the Qualification policy published in the 2011 Pearson catalog and on the Pearson web site links:
www.pearsonassessments.com/top/quallevels.htm and www.pearsonassessments.com/top/termscond.htm

Authorized Signature: _____

Title: _____ Date: _____

PROPOSAL / PROFORMA INVOICE

PEARSON
5601 Green Valley Drive 4th floor
Bloomington, MN 55437-1099

Federal ID No. 41-0850527
An Equal Opportunity Employer

Submitted by TIFFANY LASZLO
Phone: (800) 627-7271 ext. 267052
Fax: (800) 632-9011

Proposal Date: 25-Jan-2011

Purchase Order Number: SANC25012011

Preliminary Order No: 197335

Customer Phone: Effort Code TJ9

Account No: 636381-7-4361285

Product Number	Description	Qty Ordered	List Unit Price*	Unit Price	Extended Price
30035	BASC-2 PRS-A CE ENG (25)	4	29.70	26.73	106.92
30036	BASC-2 SRP-INTRVIEW CE ENG(25)	2	29.70	26.73	53.46
30037	BASC-2 SRP-C CE ENG (25)	4	29.70	26.73	106.92
30038	BASC-2 SRP-A CE ENG (25)	4	29.70	26.73	106.92
30080	BASC-2 ASSIST WIN/MAC	1	276.00	248.40	248.40
0158983998	WIAT-II REC FMS RV&RSP BKS 25@	4	83.25	74.93	299.72
0158979079	WISC-IV RECORD FORMS- 25	5	115.00	103.50	517.50
0158979087	WISC-IV RESP BKLT #1- 25	5	74.00	66.60	333.00
31012	VINELAND-II SURV REC BKS(25)	10	74.75	67.28	672.80
31032	VINELAND-II TEACH RTG FM(25)	10	70.05	63.05	630.50
31019	VINELAND-II SURVEY INT ASSIST	20	269.70	242.73	4,854.60
31031	VINELAND-II TEACH RTG FORM MAN	2	88.10	79.29	158.58
0158083415	DRAW A PERSON:QSS COMPLETE KIT	3	199.00	179.10	537.30
30270	BASC-2 BESS MANUAL	2	63.65	57.29	114.58
30271	BASC-2 BESS TF-PRESCHOOL(25)	5	25.00	22.50	112.50
30274	BASC-2 BESS PF-PRESCHOOL(25)	5	25.00	22.50	112.50
30285	BASC-2 BESS ASSIST-SINGLE USER	1	589.00	530.10	530.10

Estimated Taxes:

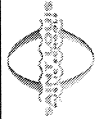
0.00

Estimated Freight/Shipping:

625.30

Total in US dollars:

\$16,257.72



Board Resolution

Date: March 23, 2011
To: Dr. Kelvin R. Adams, Superintendent
From: Enos K. Moss, CFO/Treasurer

Agenda Item: 04-2111-09
Information: _____
Action: X

Action to be Approved:

X Financial Report Approval

Other Transaction Descriptors:

Monthly Report Approval

SUBJECT:

Monthly Board Transaction Report for February 2011.

BACKGROUND:

Accountability Plan Goal: Goal III: Facilities, Resources Support Objective/Strategy: III.D.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source: Amount:	-	-	-	-	Requisition #:	
Fund Source: Amount:	-	-	-	-	Requisition #:	
Fund Source: Amount:	-	-	-	-	Requisition #:	
Cost not to Exceed:	\$	-	-	-	Pending Funding Availability	Vendor #:


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Monthly Budget Report
Dates: 02-01-2011 - 02-28-2011
Fiscal Year: 2010 - 2011

110-INCIDENTAL

1 SAP Hierarchy Doc #: 0501789332
SAP Entry Doc #: 0501789294

From: 110-1411 - 847-MY-110 - 6319
To: 110-1411 - 847-MY-110
Control No: B1011-1610
From Amount: 57,638.61-
To Amount: 57,638.61
Text: Appropriations to purchase band uniforms for curriculum.

2 SAP Hierarchy Doc #: 0501789372
SAP Entry Doc #: 0501789334

From: 110-2218 - 847-00-110 - 6441
To: 110-2218 - 847-00-110
Control No: B1011-1640
From Amount: 66,263.60-
To Amount: 66,263.60
Text: Purchase science related materials per district's accountability plan
to ensure 100% of schools offer challenging high school studies
according to national science standards and accommodate future
laboratory upgrades.

3 SAP Hierarchy Doc #: 0501789359
SAP Entry Doc #: 0501789321

From: 110-2411 - 448-00-110 - 6411
To: 110-2411 - 448-00-110 - 6383
Control No: B1011-1627
From Amount: 887.34-
To Amount: 887.34
Text: Travel budget for the Professional Development Conference, Midwest
Behavioral Symposium, in Kansas City.

Monthly Budget Report
Dates: 02-01-2011 - 02-28-2011
Fiscal Year: 2010 - 2011

120-INCIDENTAL

1 SAP Hierarchy Doc #: 0501789481
SAP Entry Doc #: 0501789443

From:	110-2411	-	186-PR-110	-	6143
To:	110-2411	-	186-PR-110	-	6231
	110-2411	-	186-PR-110	-	6261
	120-1151	-	186-55-120	-	6143
Control No:	B1011-1752				
From Amount:	4,418.00-				
To Amount:	4,418.00				
Text: Transfer Reversed Due to Budget Error - See Original Document #	501789407.				

4,000.00-
306.00-
112.00-
4,418.00

231-TITLE I IASA 98/99

From:	To:	Control No:	From Amount:	To Amount:	Text: Books for leveled bookroom.
231-1127	- 463-AM-231	6143	35,000.00-	52,427.83-	
231-1127	- 463-AM-231	6319	10,000.00-	52,427.83-	
231-1127	- 463-DT-231	6384	2,992.83-	52,427.83-	
231-1127	- 463-AM-231	6363	2,000.00-	52,427.83-	
231-1127	- 463-AM-231	6384	1,895.00-	52,427.83-	
231-1127	- 463-AM-231	6541	540.00-	52,427.83-	
231-1127	- 463-AM-231	6411		52,427.83-	
B1011-1650					

[illegible]

ST. LOUIS BOARD OF EDUCATION

PAGE:

4

Monthly Budget Report
 Dates: 02-01-2011 - 02-28-2011
 Fiscal Year: 2010 - 2011

3 SAP Hierarchy Doc #: 0501789434
 SAP Entry Doc #: 0501789396

From:	231-1127	-	601-AM-231	-	6384	
To:	231-1127	-	601-AM-231	-	6383	
Control No:	B1011-1703					
From Amount:	1,000.00-					
To Amount:	1,000.00					
Text: Appropriations are needed for hotel, conference registration and accomondations to the ASCD Conference.						

4 SAP Hierarchy Doc #: 0501789373
 SAP Entry Doc #: 0501789335

From:	231-1177	-	111-AD-231	-	6541	
To:	231-1177	-	111-AD-231	-	6411	
Control No:	B1011-1657					
From Amount:	51,769.80-					
To Amount:	51,769.80					
Text: Funds for mobile labs for EOC classrooms and monitors for virtual lab						

Monthly Budget Report
Dates: 02-01-2011 - 02-28-2011
Fiscal Year: 2010 - 2011

640-FED STIMULUS-TITLE I

1 SAP Hierarchy Doc #: 0501789433
SAP Entry Doc #: 0501789395

From:	640-1127	-	601-AM-640	-	6319	
To:	640-1127	-	601-AM-640	-	6363	
Control No:	B1011-1702					
From Amount:	1,350.00-					
To Amount:	1,350.00					
Text:	Appropriations for Montessori Conference.					

1,000.00-
350.00-
1,350.00

ITEM 04-21-11-10

**APPROVED
AT THE
3/31/11 MEETING**

ITEM 04-21-11-11

**APPROVED
AT THE
3/31/11 MEETING**

ITEM 04-21-11-12

**APPROVED
AT THE
3/31/11 MEETING**



BOARD RESOLUTION

Date: March 21, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Althea Albert-Santiago, Director, Food Service

Agenda Item : 04-21-11-13

Information: ☐

Action: ☒

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a Memorandum of Understanding (MOU) with the University of Missouri Extension to provide nutrition education in the St. Louis Public Schools and to participate in community health awareness activities. The MOU will be for the period May 1, 2011 to June 30, 2012.

BACKGROUND: The nutrition education program includes lessons for students grades 1-12. The program is currently in 17 schools and has been very well received by staff and students.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:	
Amount:			
Fund Source:		Requisition #:	
Amount:			
Fund Source:		Requisition #:	
Amount:			
Cost not to Exceed: \$	0.00	☐ Pending Funding Availability	Vendor #:

Department: Food Services

Althea Albert-Santiago
Althea Albert-Santiago, Director, Food Service

Angela Banks
Angela Banks, Interim Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams
Dr. Kelvin R. Adams, Superintendent

Mary M. Houlihan
Mary M. Houlihan, Dep. Supt., Operations

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MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the _____ University of Missouri Extension _____ (“Agency”) on this _1st_ day of _May_, 2011__.

The purpose of this Memorandum of Understanding is to establish a partnership between _University of Missouri Extension_____ and the St. Louis Public Schools in order to:
provide nutrition education in the St. Louis Public Schools and to participate in community health awareness activities.

1. Fundraising: It is understood by The Agency that the SLPS does not endorse any fundraising efforts by the Agency, whether or not associated with the activities and duties contemplated by this MOU. To the extent that the Agency believes in the future that its activities require fundraising, the parties agree that all documents and activities associated with any such fundraising effort will be cooperatively prepared and separately agreed to, and **must be approved by the Special Administrative Board of the Transitional School District of the City of St. Louis prior to implementation.**

2. Limitation of Liability: Each party to this MOU shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims, and the SLPS shall continue to enjoy all rights, claims, and defenses available to it under law, to specifically include Mo.Rev.Stat. §537.600, et seq. Nothing in the MOU shall be construed as an indemnification by one party or the other for liabilities of a party or third persons for property or any other loss, damage, death, or personal injury arising out of the performance of this MOU. Any liabilities or claims for property or other loss, damage, death, or personal injury by a party or its agents, employees, contractors, or assigns or by third persons arising out of and during this MOU shall be determined according to applicable law. SLPS does not relinquish or waive any of its rights under applicable state governmental immunities law.

3. Background Checks: All Personnel providing services under this MOU that may in any way come into contact with students must undergo background checks consistent with those used by the SLPS and state-licensed facilities; all such checks must be performed and passed prior to any Personnel providing any services hereunder. At a minimum, checks hereunder shall include a Department of Family Services background check, a criminal background check, and fingerprinting. The cost of all such background checks shall be borne by the Agency, and the SLPS shall not be liable for such cost under any circumstance. The Agency will provide written

confirmation to SLPS that the background checks on all Personnel hereunder reflected no negative findings, that said Personnel passed the background checks and are, therefore, eligible to provide services under this MOU.

4. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to the education and/or medical records of students. Both during the term of this MOU and thereafter, the Agency covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The Agency will not disclose any confidential information to any third party except as may be required in the course of performing services for the SLPS hereunder or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act ("FERPA") and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

5. Obligations of SLPS:

- (a) Provide a staff member to be present and aid in the supervision of the classroom during FNEP programming.
- (b) Provide a quiet space for nutrition education activities which is favorable to learning.
- (c) Work to schedule classes to assure an efficient use of time.
- (d) Provide in-kind documentation (match) verification. St. Louis Public Schools authorizes that Althea Albert-Santiago, Health & Wellness Coordinator and Director of Food Service to work as a contact point for St. Louis Public Schools.

6. Obligations of Agency:

- (a) Provide a series of lessons appropriate for the grade level that meet the Missouri Grade Level Expectations.
- (b) Notify the agency of any schedule changes or absences that will result in a cancellation of classes for the day.

7. Success of this program will be measured using the following Performance Standards:

Performance Standards: Agency performance at the end of the term of this Memorandum of Understanding will be measured by the Agency's compliance with the following performance standards:

- (a) Will provide nutrition education to over 100 students during the school year.
-
-

- (b) The Agency will evaluate nutrition education programming at the end of each session.
- (c) The Agency will keep current records of SLPS students participating in Mo Extension Nutrition programs and submit a monthly all students participating in the program.
-
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8. Term and Termination: The term of the MOU will be fourteen months from the Effective Date, unless earlier terminated by either party by providing thirty (30) days' written notice to the person who has signed as a representative of each party below.

Saint Louis Public Schools

University of Missouri Extension

By: _____
Name: _____
Title: _____

By: Sue Wille
Name: Sue Wille
Title: Program Coordinator



BOARD RESOLUTION

Date: March 21, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Althea Albert-Santiago, Director, Food Service

Agenda Item : 04-21-11-14

Information: ☐

Action: ☒

Action to be Approved:
Memorandum of Understanding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a Memorandum of Understanding (MOU) with Operation Food Search to provide evidence-based nutrition education in the St. Louis Public Schools and to establish a cooperative relationship to implement the Agency's child feeding program, Operation Backpack. The MOU will be for the period May 1, 2011 to June 30, 2012.

BACKGROUND: The nutrition education program includes lessons for students grades 1-12. Operation Backpack will be implemented with Operation Food Search providing feedback on the acceptability of the food provided and how the food was used.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	☐ Pending Funding Availability	Vendor #:

Department: Food Services

Althea Albert-Santiago
Althea Albert-Santiago, Director, Food Service

Angela Banks
Angela Banks, Interim Budget Director

Mary M. Houghan
Mary M. Houghan, Dep. Supt., Operations

Ands Moss
Ands Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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MEMORANDUM OF UNDERSTANDING (NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Operation Food Search ("Agency") on this 1st day of May, 2011.

The purpose of this Memorandum of Understanding is to establish a partnership between Operation Food Search and the St. Louis Public Schools in order to provide evidence-based nutrition education to the student population at the SLPS. In addition to nutrition education, the purpose of this MOU to formally establish a cooperative relationship with SLPS staff in implementing the Agency's child feeding program, Operation Backpack.

1. Fundraising: It is understood by The Agency that the SLPS does not endorse any fundraising efforts by the Agency, whether or not associated with the activities and duties contemplated by this MOU. To the extent that the Agency believes in the future that its activities require fundraising, the parties agree that all documents and activities associated with any such fundraising effort will be cooperatively prepared and separately agreed to, and **must be approved by the Special Administrative Board of the Transitional School District of the City of St. Louis prior to implementation.**

2. Limitation of Liability: Each party to this MOU shall be solely responsible for any and all actions, suits, damages, liability, or other proceedings brought against it as a result of the alleged negligence, misconduct, error, or omission of any of its officers, agents or employees. Neither party is obligated to indemnify the other party or to hold the other party harmless from costs or expenses incurred as a result of such claims, and the SLPS shall continue to enjoy all rights, claims, and defenses available to it under law, to specifically include Mo.Rev.Stat. §537.600, et seq. Nothing in the MOU shall be construed as an indemnification by one party or the other for liabilities of a party or third persons for property or any other loss, damage, death, or personal injury arising out of the performance of this MOU. Any liabilities or claims for property or other loss, damage, death, or personal injury by a party or its agents, employees, contractors, or assigns or by third persons arising out of and during this MOU shall be determined according to applicable law. SLPS does not relinquish or waive any of its rights under applicable state governmental immunities law.

3. Background Checks: All Personnel providing services under this MOU that may in any way come into contact with students must undergo background checks consistent with those used by the SLPS and state-licensed facilities; all such checks must be performed and passed prior to any Personnel providing any services hereunder. At a minimum, checks hereunder shall include a Department of Family Services background check, a criminal background check, and fingerprinting. The cost of all such background checks shall be borne by the Agency, and the SLPS shall not be liable for such cost under any circumstance. The Agency will provide written confirmation to SLPS that the background checks on all Personnel hereunder reflected no negative findings, that said Personnel passed the background checks and are, therefore, eligible to provide services under this MOU.

4. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to the education and/or medical records of students. Both during the term of this MOU and thereafter, the Agency covenants and agrees to hold such information in trust and confidence and to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The Agency will not disclose any confidential information to any third party except as may be required in the course of performing services for the SLPS hereunder or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act ("FERPA") and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

5. Obligations of SLPS:

(a) SLPS will provide the space, participants and staff needed to implement successful nutrition education programming

(b) SLPS will provide the space, participants and staff needed to implement the Operation Backpack. SLPS will adhere to the Agency's guidelines/standards for administering the Operation Backpack program.

(c) _____

(d) The terms of the document titled _____ and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

6. Obligations of Agency:

(a) Within the means of the Agency, will provide evidence-based nutrition education to various SLPS schools requesting nutrition education programming. The Agency will provide all materials need to administer and implement nutrition education programming.

(b) Within the means of the Agency, will provide a weekend child feeding program, Operation Backpack, to various SLPS schools requesting the program.

(c) _____

(d) The terms of the document titled _____ and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

7. Success of this program will be measured using the following Performance Standards:

Performance Standards: Agency performance at the end of the term of this Memorandum of Understanding will be measured by the Agency's compliance with the following performance standards:

- (a) The Agency will evaluate nutrition education programming at the end of each session.
- (b) The Agency will keep current records of SLPS students participating in Operation Backpack. The agency will conduct personal interviews with a sample of students participating in Operation Backpack. The interview will provide the Agency with important feedback information, such as acceptability of food provided, how food was used, and simply did they use the food provided.

(c) _____

8. Term and Termination: The term of the MOU will be Fourteen Months from the Effective Date, unless earlier terminated by either party by providing thirty (30) days' written notice to the person who has signed as a representative of each party below.

Saint Louis Public Schools

Operation Food Search

By: _____
Name: _____
Title: _____

By: ***Leslie Bertsch***
Name: Leslie Bertsch
Title: Nutrition Education Manager



Board Resolution

Date: March 28, 2011
To: Dr. Kelvin R. Adams, Superintendent
From: Mary M. Houlihan, Dep. Supt., Operations

Agenda Item: 04-81-11-15
Information: _____
Action: X

Action to be Approved:

☒ Policy Adoption/Change

Other Transaction Descriptors: _____

SUBJECT:

To approve the adoption of a four day work week for the month of July 2011. Employees will work 10 hour days Monday through Thursday of each week and all District buildings will be closed on the five Fridays in the month of July (July 1, July 8, July 15, July 22, and July 29).

BACKGROUND:

Cost savings are calculated based on the projected savings on electricity, gas, sewer and water.

Accountability Plan Goal:	Goal III: Facilities, Resources Support	Objective/Strategy:	Ill.C.
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FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)			
Fund Source:	-	-	-
Amount:			
Fund Source:	-	-	-
Amount:			
Fund Source:	-	-	-
Amount:			
Cost not to Exceed:	\$	-	

Requisition #:

Requisition #:

Requisition #:

Pending Funding Availability

Vendor #:

Department: _____

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: March 29, 2011
To: Special Administrative Board
From: Dr. Kelvin R. Adams

Agenda Item : 04-21-11-16
Information: ☐
Action: ☒

Action to be Approved: Policy

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

High School Choice Policy
Proposed New SAB Policy #5117.2

SUBJECT:

To approve the adoption of a comprehensive policy on the selection of high school of choice (High School Choice Policy Proposed New SAB Policy #5117.2) by graduating eighth grade students currently enrolled in SLPS.

BACKGROUND:

The purpose of this comprehensive policy is to establish the criteria for allowing eighth grade students to select a high school of their choice with SLPS. This policy is in line with the Superintendent's "Creating Great Options".

Accountability Plan Goals: Goal V: Governance

Objective/Strategy:

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function-- 6411 Object Code)

Fund Source:		Requisition #:	
Amount: -0-			
Fund Source:		Requisition #:	
Amount:			
Fund Source:		Requisition #:	
Amount:			
Cost not to Exceed:	☐ Pending Funding Availability	Vendor #:	

Department: Superintendent's Office

Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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SLPS

Title: HIGH SCHOOL CHOICE POLICY
Proposed New SAB Policy #5117.2

Date Adopted: March 31, 2011

Policy:

THE SUPERINTENDENT RECOMMENDS THE FOLLOWING:

The adoption of a comprehensive policy on the selection of a high school of choice by graduating eighth grade students currently enrolled in the SLPS.

PURPOSE:

The purpose of this comprehensive policy is to establish the criteria for allowing eighth grade students to select a high school of their choice within the SLPS. High quality schools are filled with students who want to be there, and one of the easiest ways to improve a school and academic achievement is to allow students to select a comprehensive high school of their choice.

POLICY TEXT:

Eighth grade students not assigned to a magnet or choice high school will have the opportunity to select one of the four comprehensive high schools (Beaumont, Roosevelt, Sumner, Vashon) the student would like to attend as a freshman in fall semester of their freshman year. Each year thereafter, the student will declare their intent to return to the school.

PROCEDURES:

Qualifying eighth grade students will be given an opportunity to select four (4) SLPS comprehensive high schools and rank their selections as first choice, second choice, third choice, and fourth choice.

Students will be enrolled into the high school of their choice on a first come, first serve basis.

Students who are unable to attend their first high school of choice due to lack of vacancy may be enrolled in their second high school of choice, if their second school of choice is unavailable, the student may be enrolled in their third school of choice, if their third school of choice is unavailable, the student may be enrolled in their fourth choice.

APPLICATION PROCESS:

The student will declare their intent to participate in the choice selection process by completing the Choice Selection Application no later than _____ and submitting the application to the Office of Recruitment and Counseling.

Students will be notified by mail if their first choice has been approved. Students whose first choice is unavailable will be notified and the next selection on the student's application will be processed until the student is assigned a high school. Students who do not complete the Choice Selection Application by the deadline will automatically be enrolled in the high school they would have regularly attended based on the student's residency.

TRANSPORTATION:

Transportation of students will be provided at the district's expense, consistent with SAB Policy P3541 – Student Transportation Services. There will not be any limitations based on proximity of residence to the school.

The district reserves the right to assign students enrolled in this district to schools that are best suited for the student in the best interest of the student, the district and the community.

References

School Attendance Areas – Student Assignments Policy 5117.1
Transfers to Other Schools Policy R5119.1
Adjustment Transfer Policy R5119.2
Student Transportation Services P3541.1
Enrollment and Attendance Data Policy R5115.4
Suspension, Disciplinary Transfer and Expulsion of Students with Disabilities Policy P5114.2
Admission of Students by Transfer or Grade Certificate Policy R5111.5
Admission and Assignment of Students Policy P1111.1a
Instruction of Atypical Students – Homeless – Placement, Enrollment and Transportation Policy R6171.3.1
Student Discipline Policy P5131.1 and R5131.1

Legal: Sections 162.670 -.995, 163.161, 167.241 -.251, 178.510, 301.010, 302.272, 304.050, 304.060 RSMo.
Individuals with Disabilities Education Act (20 U.S.C. §1400 et seq.) Missouri Pupil



BOARD RESOLUTION

Date: March 29, 2011

To: Special Administrative Board

From: Dr. Kelvin R. Adams

Agenda Item : 04-21-11-17

Information: ☐

Action: ☒

Action to be Approved: Policy

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

BUSINESS AND INSTRUCTIONAL OPERATIONS

Academic and Business Operations
Closing/Reconstitution of school buildings

SUBJECT:

To approve the adoption of a policy for the Business and Instructional Operations – Academic and Business Operations as it relates to Closing/Reconstitution of School Buildings.

BACKGROUND:

This policy is in line with the Superintendent's "Creating Great Options". The Special Administrative Board may close, reconstitute, or consolidate schools for academic or non-academic reasons to provide students with high quality academic opportunities in a supportive atmosphere.

Accountability Plan Goals: Goal V: Governance

Objective/Strategy:

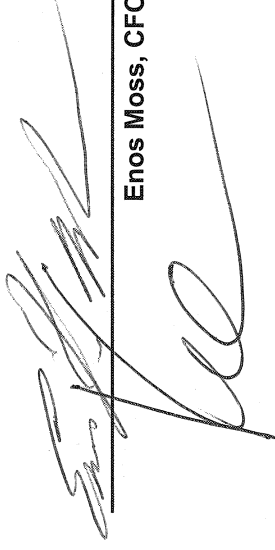
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount: -0-		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed:	☐ Pending Funding Availability	Vendor #:

Department: Superintendent's Office



Angela Banks, Interim Budget Director



Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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BUSINESS AND INSTRUCTIONAL OPERATIONS Academic and Business Operations

Closing/Reconstitution of school buildings

The Special Administrative Board of the St. Louis Public School District may close, reconstitute, or consolidate district school(s) for academic or non-academic reasons in order to provide students high quality academic opportunities in a supportive educational atmosphere. Any school building whose academic performance and/or enrollment are declining shall be considered for closing, reconstitution, or consolidation. The Superintendent or his/her designee shall provide the Special Administrative Board with an annual report identifying schools for possible closure, reconstitution, or consolidation. The report shall include a statement of the reason for closure, reconstitution, or consolidation citing one or more of the reasons set forth below. The report shall be a public document available for review by the public.

The Board may decide to close any school(s) based on:

1. Academic Performance; or
2. Space Utilization; or,
3. Physical Condition of Building; or.
4. Alternative Use of School Facilities; or
5. Maintain Geographic Feeder Patterns; or,
6. Declining Enrollment/Lack of Work; or,
7. Insufficient Funds; or,
8. Sale/Lease of Property.

The following guidelines shall be taken into consideration when identifying schools for closure; however, these guidelines shall not serve to limit or narrow the Special Administrative Board's power to close, reconstitute, consolidate, or change the academic focus of schools. Conditions may not permit giving equal weight to all factors; therefore, all decisions shall be based on overall balance as determined by the administration and the Special Administrative Board.

School Closing For Academic Reasons:

1. The Board may decide to close any school(s) failing to make Adequate Yearly Progress as defined by the No Child Left Behind Act, 20 U.S.C. Sec. 6316.
2. The Board may decide to close any school(s) failing to make adequate academic progress as demonstrated by Missouri MAP Reading and Math scores that fail to meet safe-harbor or school-based targets.
3. The Board may decide to close any school(s) that fails to maintain a 93% attendance rate or increase the attendance rate by at least 2% from the previous year.

4. The Board may decide to close any high school(s) offering Advance Courses are determined not to meet MSIP standards.
5. The Board may decide to close any high school(s) offering CTE courses that are determined not to meet MSIP standards.
6. The Board may decide to close any high school failing to increase the percentage of seniors achieving a score of at least 21 and increase the overall average ACT from the previous year.
7. The Board may decide to close any high school failing to increase the graduation rate over the previous year.
8. The Board may decide to close any that fails to increase EOC scores to the target level or increase scores from the previous year.

School Closing For Non-Academic Reasons:

1. **Space Utilization** (under utilization of space at school to be closed, or determination that schools in close proximity is not being utilized in the most efficient, cost effective manner.
2. **Physical Condition of Building.** The physical condition of the building(s), including the cost to repair safety hazards and make structural changes necessary to ensure compliance with all city, state and federal laws, makes continued operation of the site cost-prohibitive, unsafe, or impractical.
3. **Alternative Use of School Facilities.** The Board may close school(s) to create space to accommodate community/school collaborations, other district educational/programmatic initiatives, to open a new school, or to expand an existing school.
4. **Maintain Geographic Feeder Patterns.** The Board may close school(s) to assure K-12 continuity.
5. **Declining Enrollment/Lack of Work.** The Board may close school(s) based on declining enrollment within the school district and/or a decline in available work.
6. **Insufficient Funds.** The Board may close school(s) based on a lack of available fiscal resources as determined by the Special Administrative Board.
7. **Sale/Lease of Property.** The Board may close school(s) to affect the sale or lease of property for the benefit of the public and immediate surrounding community, including sale/lease of property to private schools and/or charter schools.

School Closing Procedures:

The Superintendent or his/her designee may recommend school closings to the Special Administrative Board for any of the reasons set forth in this policy.

1. The Superintendent shall provide notice to the public of his/her proposal to close a school or schools no later than _____.
2. The notice shall state whether the closure is for academic or non-academic reasons and shall site the basis for the decision.
3. Prior to public notice of the closure, the Superintendent or his/her designee shall provide notice to the principal and staff in the school(s) proposed for closure.
4. The Special Administrative Board shall convene at least one forum or meeting at a location designed to accommodate participation by persons in the affected schools.
5. Concurrent with the notice to close schools, the Superintendent shall provide the Board with a plan to accommodate the education needs of students enrolled at any closed school.
6. Students attending schools closed for academic reasons will be reassigned to a higher performing school or to schools with available space that can meet their educational needs (including special and bilingual education).
7. Students attending schools closed for non-academic reasons shall be assigned to a school or schools with available spaces that can meet their educational needs (including special and bilingual education).
8. Students with disabilities at a neighborhood school closed pursuant to this policy will be placed at the closest school to their homes that can implement their Individualized Education Plan. Students with disabilities at a non-neighborhood school closed pursuant to this policy shall be placed at the neighborhood school or the closest school to their homes that can implement their Individualized Education Plan.

Reassignment of Teachers Assigned to Closed Schools:

1. Tenured teachers at schools closed for academic reasons shall be reassigned to other District locations in accordance with District policy and the laws of the State of Missouri.
2. Non-certified staff hired before August 28, 2009, assigned to schools closed for academic reasons shall be reassigned to other District locations in accordance with District policy and the laws of the State of Missouri.
3. Tenured teachers at schools closed for declining enrollment and/or insufficient funds may be subject to involuntary layoff in accordance with Section 168.221, RSMo.
4. Non-certified staff hired before August 28, 2009, assigned at schools closed for declining enrollment, insufficient funds, and/or lack of work may be subject to involuntary layoff in accordance with Section 168.291, RSMo.

May 5, 2011



BOARD RESOLUTION

Date: April 13, 2011
To: Dr. Kelvin R. Adams, Superintendent
From: Sharonica Hardin, Chief Human Resource Officer

Agenda Item 05-05-11-01
Information: ☐
Action: ☒

Action to be Approved: Policy Adoption/Change
Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: Resolution to adopt and approve the findings and recommendations of the Administration to begin a reduction in force and eliminate certain positions due to declining enrollment, lack of work and the financially stressed status of the District.

BACKGROUND:

Move to adopt and approve the findings and recommendations of the Administration to begin a reduction in force and eliminate certain positions due to declining enrollment, lack of work and the financially stressed status of the District, and to adopt and approve the reduction in force process and procedures presented by the Administration, and to adopt and authorize the Superintendent to initiate the process and eliminate all affected positions as early as May 30, 2011.

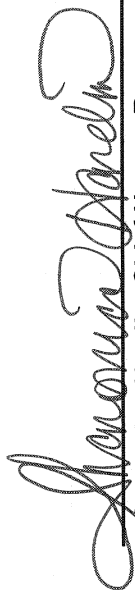
Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy:

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$	0.00	☐ Pending Funding Availability Vendor #:

Department:


Sharonica Hardin, Chief Human Resource Officer


Mary H. Boulihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

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BOARD RESOLUTION

Date: April 15, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Sharonica Hardin, Chief Human Resource Officer

Agenda Item : 05-05-11-02

Information: ☐

Action: ☒

Action to be Approved: Policy Adoption/Change

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: Resolution to adopt a new Time and Attendance Approval Policy to give specific direction to administrators and supervisors on their responsibilities with regard to the record keeping and approval of attendance records. There is no cost associated with the adoption of this policy.

BACKGROUND:

The policy is designed to support the District's administrative procedures for maintaining accurate and up-to-date attendance records to ensure that all employees of the District receive accurate and timely compensation for their efforts.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.A.

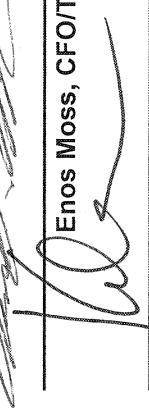
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

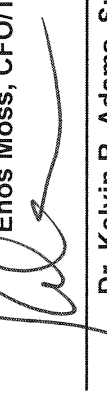
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	☐ Pending Funding Availability	Vendor #:

Department: Human Resources


Sharonica Hardin, Chief Human Resource Officer


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent


Mary M. Houlihan, Dep. Supt., Operations

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ST LOUIS BOARD OF EDUCATION REGULATION

PERSONNEL

CONTINUITY OF SERVICE

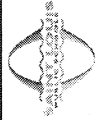
Recordkeeping-Time and Attendance

RECORDKEEPING

Administrators and supervisors shall maintain accurate and up-to-date attendance records for their employees, and process such records as required in the district's administrative procedures in order that all employees of the district receive accurate and timely compensation for their efforts.

Administrators / Supervisors may elect to handle all timekeeping for their department/location or may appoint a timekeeper to edit and review time and attendance for their staff. This timekeeper is held responsible for entering and maintaining all attendance data for the location/department, and adhering to the procedures established for the timekeeper position.

Administrators/Supervisors are responsible for approving all timekeeping data, in a timely manner, for each pay period prior to the actual processing of payroll. Unless the administrator/supervisor is also doing all of the timekeeping duties, the approver and timekeeper tasks should not be held by the same employee. Approver procedures are established and monitored by the payroll department for mandatory compliance.



Board Resolution

Date: April 11, 2011
To: Dr. Kelvin R. Adams, Superintendent
From: Enos K. Moss, CFO/Treasurer

Agenda Item: 05-05-11-03
Information: _____
Action: X

Action to be Approved:
X Financial Report Approval

Other Transaction Descriptors: Monthly Report Approval

SUBJECT:

Monthly Board Transaction Report for March 2011.

BACKGROUND:

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.D.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Requisition #:

Fund Source:

Amount:

Fund Source:

Amount:

Fund Source:

Amount:

Cost not to Exceed: \$

Pending Funding Availability

Vendor #:

Mary H. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

ST. LOUIS BOARD OF EDUCATION
 Monthly Budget Report
 Dates: 03-01-2011 - 03-31-2011
 Fiscal Year: 2010 - 2011

110-INCIDENTAL

1 SAP Hierarchy Doc #: 0501789535
 SAP Entry Doc #: 0501789497

From:	110-2577	-	820-00-110	-	6319	
To:	110-2311	-	800-00-110	-	6319	
Control No:	B1011-1809					
From Amount:	122,710.87-					122,710.87-
To Amount:	122,710.87					122,710.87

Text: Reallocating \$122,710.87 of proposition "S" campaign budget to fund general election invoice.

2 SAP Hierarchy Doc #: 0501789583
 SAP Entry Doc #: 0501789545

From:	110-2411	-	596-00-110	-	6319	
To:	110-2411	-	596-00-110	-	6415	
	110-2411	-	596-00-110	-	6384	
	110-2411	-	596-00-110	-	6383	
Control No:	B1011-1851					
From Amount:	1,500.00-					1,500.00-
To Amount:	1,500.00					1,500.00

Text: Funds are needed for student incentives, meeting expenses and travel for Walbridge Elementary School.

3 SAP Hierarchy Doc #: 0501789610
 SAP Entry Doc #: 0501789572

From:	120-1151	-	186-55-120	-	6143	
To:	110-2411	-	186-00-110	-	6149	
Control No:	B1011-1881					
From Amount:	1,965.30-					1,965.30-
To Amount:	1,965.30					1,965.30

Text: To cover expenses for Temporary Teachers for the remainder of the fiscal year at Central VPA High School.

ST. LOUIS BOARD OF EDUCATION

PAGE:

2

Monthly Budget Report
 Dates: 03-01-2011 - 03-31-2011
 Fiscal Year: 2010 - 2011

231-TITLE I IASA 98/99

1 SAP Hierarchy Doc #: 0501789662
 SAP Entry Doc #: 0501789624

From:	231-1127	-	440-AM-231	-	6384	
To:	231-1127	-	440-AM-231	-	6383	
Control No:	B1011-1939					
From Amount:	1,326.80-					
To Amount:	1,326.80					
Text: Lucy Wilbert of Cole School will be attending the 14th National School Social Work Conference in Myrtle Beach, South Carolina.						

2 SAP Hierarchy Doc #: 0501789531
 SAP Entry Doc #: 0501789493

From:	231-1177	-	117-AD-231	-	6363	
To:	231-1177	-	117-AD-231	-	6383	
Control No:	B1011-1800					
From Amount:	1,600.00-					
To Amount:	1,600.00					
Text: Assistant Principal Sylvia Shead will be attending the Model Schools Conference in Nashville, Tennessee from June 26 - 29, 2011.						

3 SAP Hierarchy Doc #: 0501789689
 SAP Entry Doc #: 0501789651

From:	231-1177	-	111-AD-231	-	6411	
To:	231-1177	-	111-AD-231	-	6383	
Control No:	B1011-1964					
From Amount:	1,007.45-					
To Amount:	1,007.45					
Text: Transferring funds to complete travel reimbursement for Phyllis Withen for TESLO Conference from March 15 - 19, 2011 in New Orleans, La.						

251-ADULT BASIC ED 10-11

1 SAP Hierarchy Doc #: 0501789570
SAP Entry Doc #: 0501789532

From:	To:	Control No:	From Amount:	To Amount:	Text:
251-1361	251-1361	B1011-1838	53,296.21-	53,296.21	Transferring funds to purchase desktop computers for CTE Business Programs.
- 826-KZ-251	- 826-KZ-251				
- 6411	- 6541				
42,090.48-	11,205.73-			53,296.21	

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2011 - 03-31-2011
Fiscal Year: 2010 - 2011

271-PL 94-142 SPEC ED 98

1 SAP Hierarchy Doc #: 0501789670
SAP Entry Doc #: 0501789632

From: 271-1232 - 828-00-271 - 6311
To: 271-1222 - 828-00-271 - 6319
Control No: B1011-1947
From Amount: 60,000.00-
To Amount: 60,000.00
Text: Transfer funds to support FY 10-11 Contractual Expenditures.

2 SAP Hierarchy Doc #: 0501789672
SAP Entry Doc #: 0501789634

From: 271-1232 - 828-00-271 - 6311
To: 271-1242 - 828-PC-271 - 6181
Control No: B1011-1948
From Amount: 275,584.00-
To Amount: 275,584.00
Text: Transfer funds to support FY 10-11 extended school year costs.

291-MINI-FEDERAL 10-11

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1  SAP Hierarchy Doc #: 0501789696
   SAP Entry Doc #: 0501789658

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Monthly Budget Report
Dates: 03-01-2011 - 03-31-2011
Fiscal Year: 2010 - 2011

[illegible]

Monthly Budget Report
Dates: 03-01-2011 - 03-31-2011
Fiscal Year: 2010 - 2011

909-CAP PROJ A/C 2009

1 SAP Hierarchy Doc #: 0501789703
SAP Entry Doc #: 0501789665

From:	909-2611	-	905-00-909	-	6371
To:	909-2624	-	502-HE-909	-	6522
Control No:	B1011-1979				
From Amount:	242,740.10-				
To Amount:	242,740.10				
Text:	Transfer to fund the AC upgrade project at Jefferson Elementary. The Vendor is Ahrens Contracting Inc who will abate the hazardous materials during the project.				

ST. LOUIS BOARD OF EDUCATION

Monthly Budget Report
 Dates: 03-01-2011 - 03-31-2011
 Fiscal Year: 2010 - 2011

910-Capital Proj-Bond

1 SAP Hierarchy Doc #: 0501789567
 SAP Entry Doc #: 0501789529

From:	910-2629	-	905-00-910	-	6333	241,437.00-
To:	910-2624	-	905-UX-910	-	6333	241,437.00
Control No:	B1011-1835					
From Amount:	241,437.00-					
To Amount:	241,437.00					

Text: Transferring funds to support window installation at 20 schools as part of the lead abatement work funded by Prop S Bond. Hankins
 Construction to complete in March 2011 and final payment will be made



BOARD RESOLUTION

Date: April 14, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Carlinda Purcell, Dep. Supt., Academics

Agenda Item : 05-05-11-04

Information: ☐

Action: ☒

Action to be Approved:
Acceptance of Funds/Funding

Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

SUBJECT: To accept the funds for the expansion of the FY10-11 eMINTS year two from DESE for eLearning for Educators Professional Development online courses for the period February 1, 2011 - June 30, 2011 in the amount of \$22,000. At this time, none of these funds have been expended.

BACKGROUND: eMINTS will provide professional development services for thirteen Carnahan teachers and administrators aimed at: 1. enhancing and supporting Carnahan as it completes required Title II.D. End of Year 2 Project and Final Project Reports, 2. providing Carnahan with a process that can be used to sustain the current eMINTS implementation after the Title II.D funding ends and, 3. building school capacity for using student assessment results to make instructional decisions by initiating or improving processes for examining data and developing instructional plans based on the analyses. eMINTS supports educators at all levels with the professional development experiences they need to prepare all learners. Acceptance of the eMINTS grant was awarded to Carnahan High School of the Future FY2009-2010 and 2010-2011 and its associated budget was previously approved under Board Resolution 08-06-09-05.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.1, I.A.2

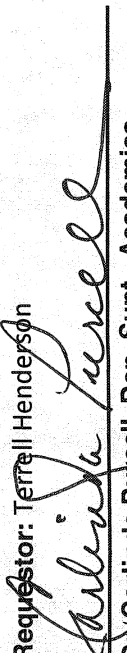
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 291-0000-000-00-291-5429	Non-GOB	Requisition #:
Amount: \$22,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$22,000.00	☐ Pending Funding Availability	Vendor #: 600013888

Department: Carnahan High School

Requestor: Terrell Henderson

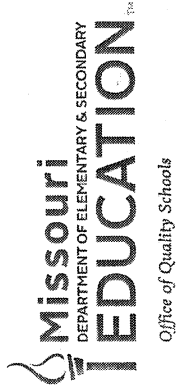

Angela Banks, Budget Director


Dr. Carlinda Purcell, Dep. Supt., Academics


Epos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
INSTRUCTIONAL TECHNOLOGY [TELEPHONE: 573-751-8247]
P.O. BOX 480, JEFFERSON CITY, MISSOURI 65102-0480
**APPLICATION for STATE ASSISTANCE under the TITLE II.D-ARRA eMINTS
SUPPLEMENTAL PROFESSIONAL DEVELOPMENT SERVICES PROGRAM**

Due January 31, 2011

For Department Use		SIGNATURE	
DATE PROJECT APPROVED January 1, 2011	AMOUNT APPROVED \$22,000	<i>Deborah S. Sutton</i>	
District Information			
SCHOOL DISTRICT NAME St. Louis Public Schools		COUNTY-DISTRICT CODE 115-115	
CONTACT PERSON NAME AND TITLE Terrell Henderson, Interim Principal		WORK PHONE 314-457-0582	FAX NUMBER 314-457-9741
EMAIL ADDRESS Terrell.henderson@slps.org		CELL PHONE 314-443-6176	
Grant Information			
NAME OF SCHOOL BUILDING(S) INVOLVED IN THE GRANT Carnahan High School of the Future			
Project Information		NUMBER STUDENTS SERVED	
AMOUNT REQUESTED \$22,000.00	GRADE LEVELS SERVED 9-12	375	
Proposed Budget. Participant Information and Project Narrative Directions			
Complete and attach the following proposed project information:			
1. Proposed Budget Information (see form attached).			
2. Participant Information and Budget Explanation (see form attached).			
3. Proposed Project Narrative for the service(s) requested (see form attached with description of services).			
Project Assurances and DESE Title IX Assurances			
The School District (and any participating district) hereby assures the Department of Elementary and Secondary Education (DESE) that it will:			
• Assign one administrator as project manager to facilitate the participation of the teachers in the program. • Keep such records, and provide such information as may be necessary for fiscal and program auditing and for program evaluation, and it will provide DESE any information it may need to carry out its responsibilities under the Title II.D Program. • Comply with all provisions of the Title II.D Program and its implementing regulations and all applicable administrative rules of DESE. • Receive and expend funds in a manner consistent with the intent of the approved application. • Fulfill all Program professional development, implementation, and evaluation activities and requirements.			
The district certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any Federal department or agency. The governing board, through its authorized representative, fully understands the Assurances and the responsibility for compliance placed upon local education agencies (LEAs) by the Assurances.			
The LEA will refund directly to DESE, or hereby authorizes DESE to withhold from the LEA's payments under the State Foundation program, the amount of any funds made available to the LEA which may be determined by DESE or an auditor representing DESE to have been misspent or otherwise misapplied.			
The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), and 7th Floor, 205 Jefferson Street, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or Relay Missouri 800-735-2966.			
Authorized Representative		DATE	
ELECTRONIC SIGNATURE OF AUTHORIZED REPRESENTATIVE <i>Terrell Henderson</i>		PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Terrell Henderson	
MO 500-1882 (Rev 09-10)		2-25-2011	

TITLE II.D--ARRA eMINTS SUPPLEMENTAL PROFESSIONAL DEVELOPMENT SERVICES PROGRAM

PROPOSED BUDGET INFORMATION

DIRECTIONS: 1) Enter district name and county-district code number. 2) Using information from the proposed Budget Explanation (page), enter financial information in the table below by appropriate budget object codes (columns) and function codes (rows). Enter WHOLE DOLLAR amounts.

District Information		COUNTY-DISTRICT CODE 115-115						
SCHOOL DISTRICT NAME St. Louis Public Schools								
Project Financial Data		STATE FUNDS REQUEST						
		6100 Certificated Salaries	6150 Noncertificated Salaries	6200 Employee Benefits	6300 Purchased Services	6400 Materials & Supplies	6500 Capital Outlay	TOTAL
1100 Instructional Programs					\$3900	\$2370		\$6270
2213 Professional Development	13,270			\$1791		\$669		\$15,730
2540 Plant Services Operation								
2600 Support Services - Administrative								
2620 Research and Evaluation								
TOTAL	\$13,270			\$1791	\$3900	\$3039		STATE REQUEST \$22,000

COMMENTS:

TITLE II.D-ARRA eMINTS SUPPLEMENTAL PROFESSIONAL DEVELOPMENT SERVICES PROGRAM

PARTICIPANT INFORMATION and BUDGET EXPLANATION

Districts are eligible to receive \$9,780 to participate in the **e-Learning for Educators: Missouri** program which delivers high quality online professional development designed to increase teacher knowledge and skills to improve student performance. A minimum of \$1,500 must be allocated to cover the registration fees for e-Learning for Educators courses (ten participants at \$150 per registration). The remainder of the allocation may be budgeted for stipends, materials, equipment, and/or additional e-Learning registrations, at \$150 per participant. (NOTES: Course registration fee does not include cost for optional graduate credit of \$100 per credit hour. For questions about the e-Learning program or more information about the courses available, contact Cathie Loesing or Adina Anderson at 573-884-4233.)

DIRECTIONS: 1) Review the course catalog, available at: <http://www.elearningmo.org/register/catalog/>, to select course(s). A minimum of ten staff members must be enrolled in the **same** course, and participants must complete the course during the same time period (7 consecutive weeks). Districts may choose additional courses if at least ten participants are registered. 2) Create/complete a Participant Information and Budget Explanation form, following the format and examples provided below. Modify the form as needed to list additional teachers and/or courses.

Participant Information		
ADMINISTRATIVE LIAISON	POSITION / TITLE	EMAIL ADDRESS
Terrell Henderson	Interim Principal	TERRELL.HENDERSON@SLPS.ORG
COURSE TITLE: 1. Assessment in the 21st Century Classrooms 2. Differentiated Instruction: Empowering All Learners		
PARTICIPANT NAMES		
EMAIL ADDRESSES		
1. Valerie Taylor		Valerie.taylor@slps.org
2. GegiMara Rael		Gegimara.fluelen@slps.org
3. Brooke Presley		Brooke.presley@slps.org
4. Angel Nave		Angel.nave@slps.org
5. Greg Laposa		Greg.laposa@slps.org
6. Kelly Taylor		Kelly.taylor@slps.org
7. George Stith		George.stith@slps.org
8. Jennifer Arvay		Jennifer.arvay@slps.org
9. Kevin Pulley		Kevin.pulley@slps.org
10. Candice Deboise		Candice.deboise@slps.org
11. Robert Landers		Robert.landiers@slps.org
12. Ronda Williams		Ronda.williams@slps.org
13. Kevin Hall		Kevin.hall@slps.org
Budget Explanation – Scenario #1: 10 Educators/1 e-Learning course with hourly stipends and equipment		
PROPOSED EXPENDITURES BY OBJECT CODE		REQUEST
6100 Certified SALARIES		
Stipends – 13 staff X 40 hours (e-Learning estimate of participation time) @ \$25.52/hour (district rate)		\$13270
SALARIES SUB-TOTAL		\$13270
6200 BENEFITS		
\$ 13270 X 13.5%		\$1,791
BENEFITS SUB-TOTAL		\$1,791
6300 PURCHASED SERVICES		
e-Learning for Educators registrations – 26 @ \$150 (2 classes)		\$3,900
PURCHASED SERVICES SUB-TOTAL		\$3,900
6400 MATERIALS AND SUPPLIES		
Dell Laptops – 3@ ~\$790		\$2370
Miscellaneous supplies – course-related literature,(Data Wise), jump drives, and printing paper/toner		\$669
MATERIALS AND SUPPLIES SUB-TOTAL		\$3039
TOTAL		\$22,000

TITLE II.D-ARRA eMINTS SUPPLEMENTAL PROFESSIONAL DEVELOPMENT SERVICES PROGRAM

PROPOSED PROJECT NARRATIVE

DIRECTIONS: Create/complete the Project Narrative using the suggested template provided below. Modify the narrative as needed to fully describe the project.

Project Overview

Describe the project in terms of the target population to be involved, course selection, and implementation timeline.

Carnahan High School of St. Louis Public Schools, proposes to register 13 staff members in the e-Learning for Educators course(s) as listed below. *(Indicate the buildings, grades, and/or subject areas served and other pertinent information about how participants and course topics were identified or selected.)*

The goal is for participants to successfully complete course requirements designed to improve classroom instruction in assessment for the 21st century classrooms.

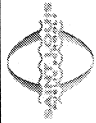
1. Course title: **Assessment in the 21st Century Classrooms**
Number of teachers to be enrolled: 13
The course will run **March 21, 2011 to May 6, 2011**
2. Course title: **Differentiated Instruction: Empowering All Learners**
Number of teachers to be enrolled: 13
The course will run: **April 4, 2011 to May 20, 2011**

Project Evaluation

Describe the process and measures for monitoring and evaluating project implementation.

Participating teachers will form a professional learning community, meeting regularly to discuss and reflect on the course modules, collaborate, and share best practices for improved student learning. *The Teaching & Learning Facilitator will monitor the teachers' participation and discussions. Upon completion of the course, a guide for best practices will be developed and disseminated to entire school staff. These teachers will conduct professional development activities for all the teachers and the information from these two classes will be incorporated into the content area of each participant. The expectation of these courses is that they will help to transform classroom instruction to provide effective research based strategies to improve academic achievement.*

Evidence of completion of service for the e-Learning for Educators courses will be provided by the eMINTS National Center through the submission of a registration summary showing the number of participants registered and those that satisfactorily completed each course, and a aggregate report of participants' responses on the end-of-course feedback survey. The classrooms at Carnahan will be closely monitored and teachers will be held accountable for how their students are performing on district benchmark assessments. We will look at pre and post student scores. Teachers will also be asked to create a portfolio of best practices,



Board Resolution

Date: April 11, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Carlinda Purcell, Dep. Supt. - Academics

Agenda Item: 05-0511-05

Information: _____

Action: X

Action to be Approved:

☒ RFP/Bid

Other Transaction Descriptors: _____

SUBJECT:

To approve the purchase of school uniforms from South Side Outlet at a cost not to exceed \$64,171.00, for the 2011-2012 school year for students who are in transition with housing/homelessness. Currently, the Students-In-Transition Office services 2,600 students.

BACKGROUND:

South Side Outlet will provide 5,600 uniform items and other essentials (360- 6pk socks, 360 belts). Four bids (South Side Outlet, Backpack Gear Inc., Levin's, and Just Me Apparel) were received. South Side Outlet was the only company able to fulfill the complete order request. South Side Outlet agreed to a 20% discount (original order amount without discount - \$80, 213.40, discounted amount \$64,170.72) and to ship the items free of charge.

Accountability Plan Goal: Goal I: Student Performance

Objective/Strategy: I.D.3.b

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source:	822	-	RM	-	231	-	2336	-	6411	Non GOB	Requisition #:	10124122
Amount:	\$						64,171.00				Requisition #:	
Fund Source:	-		-		-		-				Requisition #:	
Amount:												
Fund Source:	-		-		-		-				Requisition #:	
Amount:												
Cost not to Exceed:	\$						64,171.00			Pending Funding Availability	Vendor #:	600010046

Department: Sudents-In-Transition

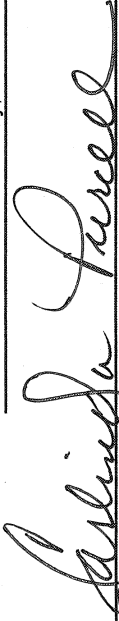


Angela Banks, Interim Budget Director

Requestor: Deidra Thomas-Murray, MSW



Enos Moss, CFO/Treasurer



Dr. Carlinda Purcell, Dep. Supt. - Academics

Dr. Kelvin R. Adams, Superintendent



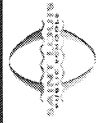
Invoice

Invoice #: 32411A
 Invoice Date: 3/24/2011

Bill To:

Deidra Thomas
 SLPS Homeless Coordinator and Foster Care Liason
 801 N 11th St
 St. Louis, MO 63101

Item	Quantity	Cost	Total
Girls Uniform Pants 4-6X	264	\$12.25	\$3,234.00
Girls Uniform Pants 7-14	336	\$13.50	\$4,536.00
Girls Uniform Pants 16-20	336	\$15.50	\$5,208.00
Girls Half Size Pants 10-20	336	\$16.75	\$5,628.00
Jr Girl Dickies 0-13	336	\$19.95	\$6,703.20
Jr Girl Dickies 15-21	288	\$21.95	\$6,321.60
Missy Dickie Pants 4-18	288	\$21.95	\$6,321.60
Missy Dickie Pants 20-24	168	\$23.95	\$4,023.60
Boys Uniform Pants 4-7	264	\$11.25	\$2,970.00
Boys Uniform Pants 8-14	336	\$12.25	\$4,116.00
Boys Uniform Pants 16-20	336	\$13.25	\$4,452.00
Boys Husky Pants 8-20	336	\$13.75	\$4,620.00
Young Men's Pants 28-34	336	\$15.95	\$5,359.20
Young Men's Pants 36-44	216	\$16.95	\$3,661.20
S/S Kids Polo 4-7	324	\$6.75	\$2,187.00
S/S Kids Polo 8-20	396	\$8.00	\$3,168.00
S/S Adult Polo Med - 2X	468	\$8.00	\$3,744.00
6 Pack Socks	360	\$6.00	\$2,160.00
Belts	360	\$5.00	\$1,800.00
		Sub Total	\$80,213.40
		20% Disc	\$16,042.68
		Total	\$64,170.72



Board Resolution

Date: April 11, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Carlinda Purcell, Dep. Supt. - Academics

Agenda Item: 05-05-11-06

Information: _____

Action: _____ X

Action to be Approved:

X RFP/Bid

Other Transaction Descriptors: _____

SUBJECT:

To approve the purchase of hygienic kits and other essentials from Backpack Gear Inc. at a cost not to exceed \$61,850.00 for the 2011-2012 school year for students who are in transition with housing/homelessness. Currently, the Students-In-Transition Office services approximately 2600 students.

BACKGROUND:

Four bids (Backpack Gear Inc., Universal Business Supply, Office Essentials, Kristen Uniform Bed and Bath) were received. Backpack Gear Inc. was the only company able to fulfill the complete order request. Backpack Gear Inc. will provide approximately 4000 personal hygiene kits along with other hygienic essentials (bath towels, detergent, sleeping bags, pillows and undergarments). In addition, they agreed not to tax the items and ship them free of charge.

Accountability Plan Goal: Goal I: Student Performance

Objective/Strategy:

I.D.3.b

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)

Fund Source: 822 - RM - 291 - 2336 - 6411
Amount: \$ 61,850.00

Non GOB

Requisition #: 10124104

Fund Source: - - - - -
Amount:

Requisition #:

Fund Source: - - - - -
Amount:

Requisition #:

Cost not to Exceed: \$ 61,850.00

Pending Funding Availability

Vendor #: 600014111

Department: Students-In-Transition



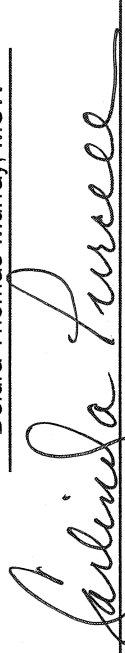
Angela Banks, Interim Budget Director

Requestor:

Deidra Thomas-Murray, MSW



Enos Moss CFO/Treasurer



Dr. Carlinda Purcell, Dep. Supt. - Academics

Dr. Kelvin R. Adams, Superintendent

Backpack Gear, Inc.

4572 S. Orange Blossom Trail, PMB. #30
Orlando, Florida 32839
Phone: (407) 240-2343 Contact Toronto Liverpool
Fax: (407) 240-2342

Customer Quote

Date	Estimate #
3/30/2011	1512

Customer:

St. Louis Public Schools
Deidra Thomas-Murray
Homeless Department
801 N. 11th Street
St. Louis, MO 63101

Payment Terms		Rep		
Net 30		JD		
Item#	Description	Quote Qty	Unit Price	Total
KCK-0008	Kids Personal Care Kit: toothpaste, toothbrush, dental floss, first aid kit, shampoo, trial size wipes, 1 hand sanitizer.	2,000	7.75	15,500.00
PHK-008	Toothbrush, Toothpaste, shampoo, 3pk soap, wet wipes, first aid kit, lotion, deodorant, comb & brush, 1 hand sanitizer	1,800	10.75	19,350.00
BHW3PK	3pk Bath/Hand/ & Wash Cloth Set.	582	7.00	4,074.00
BLK7290	Plymouth Blankets	500	7.00	3,500.00
BPG-Tshirts	3pk T-shirts -Undergarment Adults	500	3.75	1,875.00
BPG-Soc/Ank	White ankle socks-4pk Assorted Sizes 6-8, 9-11, 10-13	500	3.50	1,750.00
BPG-Deter	Tide Powder Detergent 260gr-9.2 oz - Imported	1,125	1.00	1,125.00
BPG-DishDet	Dish Detergent	300	1.25	375.00
MD4004	Sleeping Bag: 4 Lbs Comfortable fabrics, Nylon Cover, Cotton Flannel lining; size 33" x 75", temperature rating 30 degrees F.	500	20.00	10,000.00
BPG-PTOW1	PAPER TOWELS BY DAISY 2 PLY 80 SHEET	1,053	0.95	1,000.35
Misc.	Pillows - Standard	500	6.50	3,250.00
SH	Free Shipping & Handling Charges -		0.00	0.00

Quote Accepted By: _____

Date: _____

Total

\$61,799.35

Thank you for your interest in doing business with us.



BOARD RESOLUTION

Date: March 23, 2011
To: Dr. Kelvin R. Adams, Superintendent
From: Dr. Carlinda Purcell, Dep. Supt., Academics

Agenda Item : 05-05-11-07
Information: ☐
Action: ☒

Action to be Approved: Purchase of Good (s)

Other Transaction Descriptors: Sole Source Provider
(i.e.: Sole Source, Ratification)

SUBJECT: To approve the sole source purchase of a software license for MyLearningPlan, an online electronic management system for professional development and teacher certification, for the period May 1, 2011 to April 30, 2012 at a cost not to exceed \$30,000.

BACKGROUND: The purpose of this purchase is to streamline accounting measures, professional development offerings and point accumulation by teachers for re-certification which are state requirements. Currently, the tracking of all professional development offerings and hours toward certification for each staff member is done manually. As a result of using MyLearningPlan, state reports will be accurately submitted, Human Resources records related to certification will be accurately maintained and data to determine effectiveness of professional development offerings will be able to be monitored. Regular reports drawn from MyLearningPlan model will provide data to indicate the success of this program and determine whether its purpose has been achieved.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: IIC & IID

FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source: 814-AM-640-1127-6441	Non-GOB	Requisition #: 10123970
Amount: \$30,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$30,000.00	☐ Pending Funding Availability	Vendor #: 600014435

Department: Academics

Audrey Jackson, Dr. Diane Cox

Dr. Carlinda Purcell, Dep. Supt., Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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Agreement and Statement of Work

For

St. Louis Public Schools

My Learning Plan, Inc. Agreement and Statement of Work

My Learning Plan, Inc. (“MLP”) will provide St. Louis Public Schools (“Customer”) with a Web-based professional development management system (the “Management System”) through MLP’s Web site, located at www.MyLearningPlan.com. The Management System will facilitate the maintenance and tracking of professional development and compliance participation by empowering employees to manage their personal professional development via an online learning plan. The provision of these services to Customer shall be subject to the contents of this Agreement and Statement of Work.

Management System Features:

The Management System is comprised of a Web server and a database server through which end users will be able to:

- Manage and track professional development hours/credits.
- Access and create customizable on-line forms and approvals for professional development activities.
- Develop a private course catalog listing professional development activities available.

My Learning Plan, Inc. Responsibilities:

During the term of this agreement, MLP agrees to perform as follows:

- Use all commercially reasonable efforts to provide 24 hour/seven-day access to the Management System.
- Set-up the Management System for the Customer on the MyLearningPlan.com Web site.
- Provide unlimited support for requests received through our website to System Operator and end-users.
- Respond to emergency calls placed during normal business hours; provided that MLP shall be permitted a four-hour response time.
- Maintain MLP’s Web and database server(s) and associated hardware that supports the Management System.

As part of the setup and configuration, MLP agrees to:

- Perform a one-time batch import of all Customer’s participants and related information.
- Make available to Customer a fully indexed database of user information in Microsoft Access or Excel format.
- Set-up the Management System for the Customer on the MyLearningPlan.com Web site.
- Provide training to Customer’s System Operator (as defined below) and assist with configuration tasks.

Customer's Responsibilities:

During the term of this agreement, Customer agrees to perform as follows:

- Designate at least one of Customer's employees (or consultants) as system operator (the "System Operator"). This person will act as the liaison for all administrative and technical communications between MLP and Customer. The System Operator will be granted special administrator rights and will be responsible for configuring the Management System for Customer (user account, access rights, forms, approvals, etc.).
- The System Operator shall provide to MLP in an electronic format selected by MLP's technical support all required account information for the users of the Customer for completion of one-time batch import.

Historical Data Import

MyLearningPlan will import historical user activity data if requested to do so by customer. There is an additional fee for this service (see appendix A).

MyLearningPlan will adhere to the following historical data import timetable:

- No longer than one week for data provided as specified on the Microsoft Excel Historical Data Template provided by MyLearningPlan
- No longer than two weeks for data not provided as specified on the Microsoft Excel Historical Data Template.
 - In cases where My Learning Plan personnel believe it will take longer than the two weeks specified, due to the complexity of the data received, a My Learning Plan representative will contact the customer within 48 hours of receipt of the data to provide a revised timeline.

License:

MLP grants and Customer accepts a nonassignable, nontransferable, non-exclusive license to use the Management System (including any revisions, derivations, upgrades and/or updates) and associated documentation and reference material. The Management System shall be used by Customer solely for Customer's own internal use and subject to the rights and requirements specified in this agreement. MLP may provide updates and enhancements which MLP at its sole discretion deems to be logical improvements to the Management System previously supplied to Customer under this agreement, and which MLP makes generally available to other Customers, and does not separately price or market. Any updates or enhancements that are provided to Customer shall be deemed part of the Management System and shall be used in accordance with the requirements and obligations set forth in this agreement.

Term and Termination:

This agreement shall be for a term of one year, commencing on the date set forth below (the "Effective Date"), and shall automatically renew for successive one-year terms unless one party notifies the other of its intention not to renew the agreement within 30 days of the expiration of the then current term.

Either party may terminate this agreement for any reason with 90 days written notice. However, upon the breach of this agreement by one party, the other party may terminate this agreement immediately. If the Customer terminates this agreement, MLP will refund only the prorated portion of the Annual User License Fees remaining on the contract.

Upon the termination or expiration of this agreement for any reason, MLP will immediately remove all registered users of the Customer from the database and will cease to provide technical support and maintenance.

Fees:

In consideration for the services provided by MLP to Customer, Customer shall pay to MLP the fees set forth on Schedule A. Each access code provided by MLP to Customer shall be deemed a “User”. Customer shall pay to MLP all fees upon the execution and delivery of this agreement. In the event that Customer automatically renews this agreement, Customer shall pay to MLP the Annual User License Fee within 30 days from the annual anniversary of the Effective Date of this agreement. Within 30 days from the anniversary of the Effective Date, MLP will send Customer an invoice that will reflect the addition or deletion of Users and changes to the Annual User License Fee, if any.

Ownership and Confidentiality

The Management System, including but not limited to the database, Web site source code, any programs, systems, data, and materials furnished by MLP to Customer including all trademarks, trade names, logos, characters and the look and feel of MLP’s Internet site, including without limitation, all copyrights, trademarks, trade names and other proprietary rights inherent therein or appurtenant thereto, is and will remain the property of MLP and Customer will have no rights or interests in the Management System except as provided in this agreement. Customer’s and its User’s data is and will remain the property of Customer and, upon the termination of this agreement for any reason, such data will be returned by MLP to Customer, subject to Customer’s payment of all fees due and owed by Customer to MLP. Customer’s data will not be utilized by MLP for any purpose other than that of rendering services to Customer under this agreement, nor will Customer’s Data or any part thereof be disclosed to third parties by MLP, its employees or agents.

Each party agrees that all information communicated to it by the other will be held in strict confidence and will be used only for the purposes of this agreement and that no such information will be disclosed by the recipient party, its agents or employees without the prior written consent of the other party.

Non-Performance in Certain Cases

As with all Internet-based services, access to the Management System is sometimes interrupted due to conditions beyond MLP’s control. Each party shall be excused from performance of this agreement, in whole or in part, as a result of delays caused by the other party or an act of God, or other cause beyond its reasonable control and which it could not have prevented by reasonable precautions, including failures or fluctuations in electrical power, heat, light, air conditioning or telecommunications equipment, and such non-performance shall not be considered a breach of this agreement or grounds for termination.

Authority to Perform

Each party confirms to the other that it has all requisite power and authority to execute, deliver and perform its obligations under this agreement, and no approval authorization or consent of any governmental or regulatory authority is required to be obtained or made by it in order for it to enter into and perform its obligations under this agreement.

Limitation of Liability

In the event that MLP shall be liable to Customer for any matter arising out of or in any way relating to this agreement, whether based on an action or claim in contract, tort, or otherwise, then the amount of damages recoverable against MLP shall not exceed the amount paid by Customer to MLP in the prior twelve month period for the specific service which is the subject of the action or claim. MLP shall not be liable for indirect, special, consequential or punitive damages of any party, including third parties. Further, no cause of action that accrued more than two years prior to the filing of a suit alleging such cause of action may be asserted against MLP.

Disclaimer of Warranties

EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES OF MLP SET FORTH IN THIS AGREEMENT, MLP DISCLAIMS ALL OTHER WARRANTIES, WHETHER WRITTEN, ORAL, EXPRESSED OR IMPLIED INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Miscellaneous

This agreement represents the entire agreement of both parties involved, My Learning Plan, Inc. and the Customer. There are no other promises in any other agreement, whether oral or written, that will be conceived as valid.

This agreement shall be governed by and construed according to the laws of the State of New York as applicable to agreements executed in and to be wholly performed within such State, excluding its principles of conflict of laws. In the event of any dispute arising under this agreement Customer irrevocably submits to the exclusive jurisdiction of the courts located in Suffolk County, State of New York and you waive any objection thereto based on lack of venue, forum non-conveniens or any similar-type grounds.

No delay or omission by either party to exercise any right or power it has under this agreement shall impair or be construed as a waiver of such right or power. A waiver by any party of any breach or covenant shall not be construed to be a waiver of any succeeding breach or any other covenant. Waivers must be in writing and signed by the party waiving its rights.

If any provision of this agreement is held by a court of competent jurisdiction to be contrary to law, then the remaining provisions of this agreement will remain in full force and effect.

Agreed to and accepted this __ day of __, 20 __:

MY LEARNING PLAN, INC.

St. Louis Public Schools

By: _____
Name: _____
Title: _____
Address: _____

SCHEDULE A

FEES

One Time Fee		
	MLP Setup and Configuration Fee (Onsite configuration, date to be determined)	\$2,500
Annual Licensing Fees		
1134 Users	Licensing Fee \$15 per Instructional personnel	\$17000
# of Users	Licensing Fee \$12 per Instructional personnel	
	TOTAL Year 1:	\$19,500



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Audrey Jackson	Date: March 9, 2011
Department / School: Academic	Phone Number: 3174-345-4586
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
An online professional development management system that is connected to DESE's certification division to provide daily certification updates for all certificated employees in the system.	
Vendor Name: MyLearningPlan	Email: jwalter@MyLearningPlan.com
Vendor Contact: Jennifer Walter	Phone Number 800.287.4432 ext. 106
Justification Information	
1. Why the uniquely specified goods are required?	
MyLearningPlan is the only online professional development management system that is networked with DESE's certification division and is able to provide this service.	
2. Why good or services available from other vendors /competitors are not acceptable?	
No other vendor is networked with DESE's certification division.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
Email validating sole source networked to DESE certification division is attached.	
4. List the Names of other Vendors contacted & Price Quotes:	
ABC Sign-Up and Core Solutions were contacted. No price quotes were obtained because they are not networked with the DESE certification division.	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
<i>Jarvis L. Furell</i>	<i>3/22/11</i>
Department Head	Date
CFO	Date
Superintendent	Date

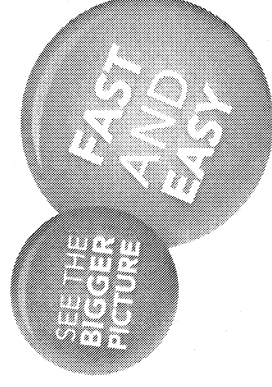
Sole Source Checklist

1. Check one of the following:

- ☒ **One-of-a-kind** The commodity or service has no competitive product and is available from only one supplier.
- Prior to checking this box you must complete each of the following tasks:
- Search the internet for companies providing similar services.
 - Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
 - Document search activities and findings
- ☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.
- Prior to checking this box you must complete the following task:
- Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question
- ☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.
- Prior to checking this box you must complete the following task:
- Document a search for additional suppliers
- ☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.
- Prior to checking this box you must complete each of the following tasks:
- Document delivery date and quotes from at least two other vendors
 - Document rationale in support of treating the delivery date as mission critical
- ☐ **Research Continuity** The commodity or service must comply with established District standards and is available from only one supplier.
- Prior to checking this box you must complete the following task:
- Document district adoption of standard (i.e. Textbook adoption)
- ☐ **Unique Design** The commodity or service must meet physical design or quality requirements and is available from only one supplier.
- Prior to checking this box you must complete the following task:
- Sole supplier (i.e. Regional Distributor)
- ☐ **Emergency URGENT NEED** for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.
- Prior to checking this box you must complete the following task:
- Complete Emergency Purchase Form
2. If the Sole Source Criteria is met, then complete the Sole Source Form;
3. If the Sole Source Criteria are no met, then the item must be bid.

MyLearningPlan

Plan » Manage » Learn » Evaluate



Quick Start Guide

Congratulations on your purchase of MyLearningPlan!

The purpose of the Getting Started Guide is to provide additional information on the MyLearningPlan implementation process. Please do not hesitate to contact any MyLearningPlan representative should you have any questions at anytime during this process. We look forward to working with you.

Step 1: Gather User Account Information

The following information is necessary for MyLearningPlan to create user ID's and passwords. A Microsoft Excel spreadsheet is the preferred format for the data.

First Name	Last Name	Employee ID *	Employee email address	Certified (academic) Teacher/employee?	District Admin (approver/needs admin. rights)	PD Position Code - Required for MO reporting	Building Assignment
				Yes/No	Yes/No	Optional	Optional

Grade Level	Department Assignment	Instructor Rights Yes/No	SSN - Required for MO Reporting	Home Address - Required for MO Reporting	Home City - Required for MO Reporting	Postal Code - Required for MO Reporting
Optional	Optional	Optional	Optional	Optional	Optional	Optional

When you finish generating this file please email it to: jwalter@MyLearningPlan.com or mail a diskette containing the file to Leading Learning, Attn: J Walter, 3500 Sunrise Highway, Suite T200, Great River, NY 11739.

All user accounts must have a unique username/password. We recommend using email address as usernames. If that is not possible, we suggest using a combination of the users name + their employee ID (to ensure they are unique). We can add a temporary generic password that can be changed by the user.

*** Employee ID Information:** The EmployeeID as listed in MyLearningPlan should be the official district/agency issued EmployeeID. The EmployeeID plays a critical role should your organization wish to use any of the integration features within MyLearningPlan (Aesop, BlackBoard, SIF, XML Data Exchange, LDAP). The EmployeeID should be an unchanging unique value assigned to a given user. Given the growing interest in integration with related services, we highly recommend the adoption of a district-issued EmployeeID. Please note that if an EmployeeID is not added at the time of the initial data import, additional fees may be required to import that information at a later date. It's worth noting that the EmployeeID field in MyLearningPlan NOT a secure field and as such, social security numbers should not be used as an EmployeeID.

Step 2: Configure the MyLearningPlan.com Website

Once the user account information is imported, MyLearningPlan can be configured for your organization's needs. An onsite meeting will be scheduled for the configuration. The rough agenda is as follows:

- Basic overview
- Review User Accounts and Set Approver Rights
- Configure Buildings/Departments/Grades
- Add Goals and Objectives
- Configure Credit Tracking options (in-service, flex, stipend, etc.)
- Configure miscellaneous items (activity formats, payment options, etc).
- Add Forms and Configure Approval Processes

It is necessary to have the following items at this meeting:

- Professional Development Request Forms
 - The approval process required for each form
- District Professional Development Goals and Objectives

If possible, please fax as much if this information to Jennifer Walter prior to the configuration meeting.
(Fax – 631-859-9780)

• MLP Substitute Tracking Using AESOP Online

Organizations that subscribe to My Learning Plan AND AESOP Online can take advantage of the integrated substitute-scheduling features. Approval forms are routed through the pre-approval process, as configured in MyLearningPlan. After the last pre-approver approves the form, the substitute request is submitted to AESOP Online for immediate assignment.

Note: It is important that the district let us know PRIOR to the configuration meeting if they plan to integrate MyLearningPlan and AESOP Online so that the forms can be set up correctly.

Step 3: Roll-out Training

The rollout training within your organization is performed at your discretion. Various on-line and printed materials are available to assist with any rollout training.

Contact Information

For questions regarding MyLearningPlan set-up or training, contact: iwalter@MyLearningPlan.com