



Board Resolution

Date: April 11, 2011

Agenda Item: 05-05-11-32

To: Dr. Kelvin R. Adams, Superintendent

Information: _____

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

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X Memorandum of Understanding

SUBJECT:

To approve the Memorandum of Understanding (MOU) with Selah Therapy LLC to provide therapeutic counseling services to students addressing such areas as: reactive attachment disorder, adjustment disorder, pervasive development disorder, anxiety, sexual abuse, behavior disorders, and mood disorders. The MOU will be for the period May 6, 2011 through June 30, 2012.

BACKGROUND:

The services will be provided to students at Bevo-Long Community Education Full Service School. Students identified by the school will receive a baseline assessment, an assessment during treatment and an assessment at the end of services.

Accountability Plan Goal: Goal IV: Parent, Community Involvement

Objective/Strategy:

IV.A.

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

Fund Source: - - - -
Amount: No Cost

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Cost not to Exceed: No Cost

☐

Pending Funding Availability

Vendor #:

Blake Youde, Dep. Supt. - Institutional Advancement

Dr. Carlinda Purcell, Dep. Supt. - Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Selah Therapy LLC (Agency") on this 6th day of May, 2011.

The purpose of this Memorandum of Understanding is to establish a partnership between Selah Therapy LLC and the St. Louis Public Schools in order to provide therapeutic counseling services to students addressing such areas as: reactive attachment disorder, adjustment disorder, pervasive developmental disorder, anxiety, sexual abuse, behavior disorders, attention deficit/hyperactivity disorder, generalized stress and mood disorders. These areas will be addressed through coordination of care with other professionals, art therapy, play therapy and other forms of traditional and non-traditional therapy. The partnership is with the Bevo-Long Community Education Full Service School.

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 space for interaction with students, families and/or groups in which confidentiality can be maintained during therapy.

(b) Develop with the agency, student standards for referral and participation in the program. Initiate referrals for potential services by analysis of appropriate SLPS staff.

(c) Provide information necessary and in accordance with SLPS policies for student record confidentiality that may help therapeutic outcomes for the student.

6. Obligations of Agency:

(a) Develop with the agency, student standards for referral and participation in the program

(b) Provide therapeutic services as described in the purpose paragraph to the students served.

(c) Communicate, as agreed upon by local SLPS staff and in accordance with the standards for referral and participation.

(d) Maintain and share accurate records and sign in sheets with SLPS on request. Conduct themselves professionally while on school premises or interacting with school students or their families.

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) 5 students or more will be served.
- (b) A record of the areas addressed and the type of service provided will be made available to the District.
- (c) Measurable Outcomes are established for/with each client at the beginning stages of services and the evaluation/progress on these goals will be made available to school staff and at the time of the MOU resubmission.

8. Term and Termination: The term of the MOU will be from May 6, 2011 through June 30, 2012, 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

Selah Therapy LLC

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



Board Resolution

Date: April 11, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 05-05-11-93

Information: _____

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X Memorandum of Understanding

SUBJECT:

To approve the Memorandum of Understanding (MOU) with Mission: St. Louis to provide supplemental reading help to students identified by the staff at Ford Elementary as students most in need of reading help. The MOU will be for the period May 6, 2011 through June 30, 2012.

BACKGROUND:

The services will be provided at Ford Elementary and will include the use of the STAR Literacy Assessment tool to assess progress of the students in the program. Testing will occur at least four times per year.

Accountability Plan Goal: Goal IV: Parent, Community Involvement

Objective/Strategy:

IV.A.

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

Fund Source: - - - -
Amount: No Cost

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Cost not to Exceed: No Cost

☐ Pending Funding Availability Vendor #:

Blake Youde, Dep. Supt. - Institutional Advancement

Dr. Carlinda Purcell, Dep. Supt. - Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Mission: St. Louis ("Agency") on this 6th day of May, 2011.

The purpose of this Memorandum of Understanding is to establish a partnership between Mission: St. Louis and the St. Louis Public Schools in order to help students at Ford Elementary students become more proficient readers. Mission: St. Louis will host a Morning Reading Program before school with students selected by the Ford staff who are most in need of supplemental reading help. Furthermore, Mission: St. Louis will use a valid literacy assessment tool to gauge student reading levels throughout the year and differentiate instruction accordingly. This data will be given to the school staff to also aid in better differentiating classroom literacy instruction.

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) Ford Elementary will reserve the identified space for Morning Reading volunteers to work with students before school, from 7:30-8:15 on the designated days.

(b) Ford staff will collaborate with Mission: St. Louis in obtaining licensure for the STAR Literacy Assessment tool from Renaissance Learning.

(c) Ford Elementary will allow Morning Reading program leaders to assess students with the STAR Literacy Assessment tool at designated assessment times and in the designated location. Students in the program will be assessed at least 4 times throughout the year.

(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) Regularly provide supplemental literacy help in the form of the Morning Reading program with the designated students selected by the Ford Elementary school staff.

(b) Ensure that all volunteers and program leaders receive specialized literacy training.

(c) Purchase the STAR Literacy Assessment tool and will take responsibility for contact and proper licensure with the Renaissance Learning Company.

(d) Assess student literacy levels using the STAR Literacy Assessment tool at least 4 times a year and will provide the data to Ford staff. As decided by the Ford staff and the Mission: St. Louis Education Director more assessments can and will be done as needed.

(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 number and consistency of volunteers serving in the Morning Reading program.
- (b) The consistency of student attendance at the Morning Reading program and exposure to supplemental reading support.
- (c) The scores obtained from the STAR Literacy Assessment tool throughout the year and the differentiated interventions put into place for students.

8. Term and Termination: The term of the MOU will be from May 6th, 2011 through June 30, 2012, 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

Mission: St. Louis

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



Board Resolution

Date: April 11, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 05-051134

Information: _____

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X Memorandum of Understanding

SUBJECT:

To approve the Memorandum of Understanding (MOU) with the Human Development Corporation (HDC) to provide job training and work experience for students who are economically disadvantaged. The program is named Operation Springboard. This partnership is with HDC and Bevo-Long Community Education Full Service School. The MOU will be for the period May 6, 2011 through June 30, 2012.

BACKGROUND:

Operation Springboard is designed to create work experience and training opportunities for youths aged 14-17 living in the City of St. Louis or Wellston. Participants of this program are often entering the job market for the first time and are in need of basic job skills. A pre and post test will measure the increase in knowledge and preparation for On the Job Training.

Accountability Plan Goal: Goal IV: Parent, Community Involvement

Objective/Strategy:

IV.A.

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

Fund Source: - - - -
Amount: No Cost

Requisition #:

Fund Source: - - - -
Amount:


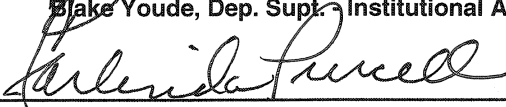
Requisition #:




Fund Source: - - - -
Amount:

Requisition #:

Cost not to Exceed: No Cost

☐ Pending Funding Availability Vendor #:


Blake Youde, Dep. Supt. - Institutional Advancement

Dr. Carlinda Purcell, Dep. Supt. - Academics


Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Human Development Corporation ("Agency") on this 6th day of May, 2011

The purpose of this Memorandum of Understanding is to establish a partnership between the Human Development Corporation (HDC) and the St. Louis Public Schools in order to provide job training and work experience for students who are economically disadvantaged. This partnership is with HDC and Bevo-Long Community Education Full Service School.

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, which 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 room with tables and chairs or desks, a chalkboard or dry erase board, and a working computer for each participant for the computer training courses.

(b) Provide access to bathrooms and drinking fountain. Provide sign in sheets, and guidance regarding policies and procedures for Long Middle CEFSS.

(c) Provide student referrals, age 14 - 17 to the program.

6. Obligations of Agency:

(a) HDC will provide job training and work experiences for Operation Springboard for Youth program to students age 14 – 17.

(b) Specifically, HDC will provide: 32 (+) hours of job readiness preparation, resume preparation, interview techniques, conflict resolution/anger management, and dressing for success skills.

(c) HDC will provide a stipend at minimum wage to Operation Springboard students who complete up to 144 hours of On the Job Training (OJT)/internship experience.

(d) HDC will follow Long and SLPS policies and procedures as instructed, including ensuring adequate supervision and turning in daily sign in sheets to the Community Education Staff.

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) A pre and post test for every youth will measure the increase in knowledge and preparation for OJT.

(b) _____

(c) _____

8. Term and Termination: The term of the MOU will be from May 6, 2011 through June 30, 2012, 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

(Agency Name)

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____



Board Resolution

Date: April 11, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 15051135

Information: _____

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X Memorandum of Understanding

SUBJECT:

To approve the Memorandum of Understanding (MOU) with the Hispanic Chamber of Commerce St. Louis Foundation (HCC) and The University of Missouri St. Louis (UMSL) to provide financial literacy education to middle school students. This partnership is with Bevo-Long Community Education Full Service School. The MOU will be for the period May 6, 2011 through June 30, 2012.

BACKGROUND:

Assessment items will be selected from the Financial Fitness for Life - a comprehensive personal finance curriculum for K-12 students that teaches students how to make thoughtful, well-informed decisions about important aspects of personal finance.

Accountability Plan Goal: Goal IV: Parent, Community Involvement

Objective/Strategy:

IV.A.

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

Fund Source: - - - -
Amount: No Cost

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Cost not to Exceed: No Cost

☐ Pending Funding Availability Vendor #:

Blake Youde, Dep. Supt. - Institutional Advancement

Dr. Carlinda Purcell, Dep. Supt. - Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS"), the Hispanic Chamber of Commerce STL Foundation (HCC) and The University of Missouri St. Louis ("UMSL") ("Agency"), on this 6th day of May, 2011.

The purpose of this Memorandum of Understanding is to establish a partnership between the Agency, UMSL and the St. Louis Public Schools in order to provide financial literacy education to middle school students (the "Program"). This partnership is with Long Middle Community Education Full Service School.

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. No 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 and UMSL 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. Either UMSL or 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 ("Personnel") 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: Each of the Agency and UMSL 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 records of students. Both during the term of this MOU and thereafter, each of 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. Neither the Agency nor UMSL will 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").

5. Obligations of SLPS:

(a) Provide classroom space for the Program after-school.

(b) Permit Agency representatives to enter SLPS property to solicit volunteer students for the Program.

6. Obligations of Agency:

(a) HCC will recruit students for the Program; and

(b) HCC will coordinate with UMSL to provide Program.

(c) HCC will adhere to Long Middle Community Education Full Service School Policies and Procedures, including providing daily sign in sheets to the office

(d) UMSL will provide instruction for the Program.

(e) UMSL will provide curriculum and instructional materials for the Program.

(f) UMSL will provide curriculum and instructional materials for the Program.

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

Performance Standards: Agency and UMSL performance at the end of the term of this Memorandum of Understanding will be measured by the following performance standards:

(a) Selected lesson assessment items from the *Financial Fitness for Life Student Workouts Grades 6-8*.

(b) Selected assessment items from the Financial Fitness for Life Middle School Test

(c) _____

9. Term and Termination: The term of the MOU will be from May 6, 2011 through June 30, 2012, 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

HCC STL Foundation

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

University of Missouri St. Louis

University of Missouri St. Louis

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



Board Resolution

Date: April 11, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 05-05-11-36

Information: _____

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X RFP/Bid _____

RFP # _____

SUBJECT:

To approve the purchase of backpacks containing school supplies from Backpack Gear, Inc. at a cost not to exceed \$100,300.00, for the 2011-2012 school year for students who are in transition with housing/homelessness.

BACKGROUND:

Backpack Gear Inc. will provide 6,200 backpacks containing basic school supplies along with additional items (dictionary, thesaurus, flashcards, activity books, and calculator) essential to learning and/or experiencing academic success. Four bids (Backpack Gear Inc., Universal Business Supply, Office Essentials, Kits for Kidz) were received. Backpack Gear Inc. was the only company able to fulfill the complete order request. In addition, Backpack Gear Inc. 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 - 640 - 2336 - 6411

Non GOB

Requisition #: 10124118

Amount: \$ 100,300.00

Fund Source: - - - -

Requisition #:

Amount:

Fund Source: - - - -

Requisition #:

Amount:


Cost not to Exceed: \$ 100,300.00

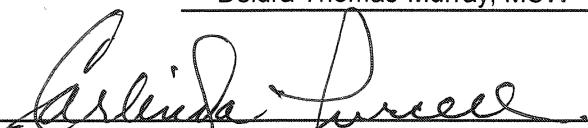
Pending Funding Availability Vendor #: 600014111


Department: Students-In-Transition

Requestor: Deidra Thomas-Murray, MSW


Angela Banks, Interim Budget Director


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	1511

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
BPG325-S	600 Denier Backpack: Main/2Accessory Pockets, 2Padded Mesh Water Bottle Pockets, Contoured/Padded Arm Straps, Cell Phone/MP3 Pocket with Portal, Padded Back and I.D. Window. Measure: H16"xW11.5"xD6"	1,000	15.50	15,500.00
SSK-PreK-2nd Gr...	Kindergarten Grade Kit: 1 -Ruler 2-Folders, 1-Blunt Scissors, 24PK Crayons, 10-#2 Pencils, Crayola Markers, 1-Large Glue Stick, 1-Pencil Sharpener, 100 Pg. Compositions book, Pencil Box, Flash Cards - Addition and Subtraction, Activity/Coloring Learning Book			
BP665 (BPG-321)	600 Denier Backpack: 2 Tone, 2 Compartments, 2 Mesh Water Bottle Pockets, Front Loop Webbing, Padded Mesh Hand Strap, Padded Back and Shoulder Straps. Measures: 17.5"x12.5"x7"	1,800	15.00	27,000.00
SSK-3rd-5th Grad...	Elementary School Supply Kit: 1-Ruler, 3-Folders, 1-Blunt Scissors, 24PK Crayons, 10-#2 Pencils, Crayola Markers, 1-Large Glue Stick, 1 Wedge Eraser, 1-Pencil Sharpener, Spiral Notebooks - 70 pg. & 150 ct. Notebook Filler Paper			
BPG-274	600 Denier Backpack: 1Main/2Accessory Pockets, 2Padded Mesh Water Bottle Pockets, Contoured/Padded Arm Straps, Cell Phone/MP3 Pocket with Portal, Padded Back and I.D. Window.	1,700	16.50	28,050.00
SSK-6-8th	Elementary School Supply Kit: 1-Ruler, 3-Folders, 1-Blunt Scissors, 24PK Crayons, 10-#2 Pencils, Crayola Markers, 1-Large Glue Stick, 1 Wedge Eraser, 1-Pencil Sharpener, 100 Pg. Compositions book or Spiral Notebooks - 70 pg. & 150 ct. Notebook Filler Paper, Basic Calculator, Dictionary and Thesaurus			

Quote Accepted By: _____ Date _____

Total

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	1511

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
BPG-274	600 Denier Backpack: 1 Main/2 Accessory Pockets, 2 Padded Mesh Water Bottle Pockets, Contoured/Padded Arm Straps, Cell Phone/MP3 Pocket with Portal, Padded Back and I.D. Window.	1,700	17.50	29,750.00
SSK-9th-12th	9-12th Grade Kit: 1 Ruler, 4 Folders, 3 Pak Liquid Highlighters, 12 pk Assorted Pens, 10 pk-#2 Pencils, 1 Large Or 2 pk Glue Sticks, 1 Wedge Eraser, Pencil Sharpener, 2- 70 pg. C/R Spiral Notebook & 2-150 ct. Filler Paper, Basic Calculator, Dictionary and Thesaurus			0.00
SH	Free Shipping & Handling Charges - 15 pallets			0.00

Quote Accepted By: _____ Date _____

Total

\$100,300.00



Assembled Kit and Backpack Order Form 2011

Billing Information

Company Name _____ (completed by KFK) Acct# _____
Address _____ Phone# _____
Company City _____ St _____ Zip Code _____
Contact Person _____ Contact E-Mail _____

Ship-to-Information (if different than billing information)

Ship-to Name _____ Phone # _____
Ship-to Address _____ City _____ St _____ Zip _____
Contact Person _____ Contact E-Mail _____

Program Details

- A minimum order amount of \$500.00 is required on any order. Multiple products can be combined to reach this minimum
- Unit Price shown includes delivery service charges (dock-to-dock) to one location. Inside delivery is available for an extra charge
- Payment terms are net 10 days from invoice date. An invoice will be emailed/faxed to the order contact
- A delivery week MUST be requested below. Please allow a minimum of 10 working days for orders to ship.
- KFK will ship orders via most economical carrier and KFK holds the right to deliver the product before the requested delivery week
- KFK Pricing shown is valid through Dec 31, 2011.
- Applicable tax-exempt info should be sent in with organization's first order
- The KFK Order Form MUST be signed and dated before the order can be processed

Order Information

Order Date _____ Purchase Order # _____ Delivery Week Requested _____

School Supply Kits - (*note the Head Start Kit is packed inside of a backpack, not a corrugated kit box)

KFK Product#	Recommended	Unit Price	Qty Ordered	Total Price
Head Start Kit*	For Pre-School & Pre-Kindergarten	\$13.00	X <input type="text"/>	= \$ <input type="text"/>
Primary Kit	Kindergarten thru 2nd Grades	\$13.00	X <input type="text"/>	= \$ <input type="text"/>
Elementary Kit	3rd thru 5th Grades	\$13.00	X <input type="text"/>	= \$ <input type="text"/>
Junior High/HS Kit	6th thru 12th Grades	\$13.00	X <input type="text"/>	= \$ <input type="text"/>

Miscellaneous Kits

Teacher Kit	All Teachers	\$13.00	X <input type="text"/>	= \$ <input type="text"/>
Baby Relief Kit	Infants Newborn thru 2 Years Old	\$13.00	X <input type="text"/>	= \$ <input type="text"/>
Child Activity Kit	All Children Ages 5-18	\$13.00	X <input type="text"/>	= \$ <input type="text"/>
Child Hygiene Kit	Children PK-5th Grades	\$5.50	X <input type="text"/>	= \$ <input type="text"/>
Young Adult Hygiene Kit	Children 6th -12th Grades	\$5.50	X <input type="text"/>	= \$ <input type="text"/>
Adult Hygiene Kit	Adults Ages 19 +	\$5.50	X <input type="text"/>	= \$ <input type="text"/>

Backpacks (see backpack sell sheet for pictures and additional information on the KFK backpacks)

KV500	16" Pre-K through 5th Grades	\$6.00	X <input type="text"/>	= \$ <input type="text"/>
KV550	18" 6th -12th Grades	\$8.00	X <input type="text"/>	= \$ <input type="text"/>
KV575	20" 9th-12th Grades	\$12.00	X <input type="text"/>	= \$ <input type="text"/>

Checks Payable to: SchoolKidz
11210 Katherine's Crossing, Suite 500
Woodridge, IL 60517

Total Amount Ordered \$

Fax orders to 800-689-4315 or email to v.reckwerdt@kitsforkidz.org

I have read and understand the above program details and pricing information above

Organization Contact _____ Title _____ Date _____

Office Use Only: Plan: _____ Invoice: E-Mail Fax Mail Order# _____ Date _____ Initials _____

2011 School Supply Kit Component List



Our most popular kits are available in three different age-appropriate styles that were designed to provide a child enough school supplies for an entire school year. Each kit is assembled in a convenient, easy to carry (and distribute) corrugated school supply box with a plastic handle. As an added bonus, the kit box also serves as a storage container for the student's supplies and school work during the school year. Each kit style comes with a different color handle to make distribution a breeze and has space for each student's name, grade and teacher.

Each kit contains 30 components and includes name brand components such as Staples, Acme, Georgia Pacific & Dixon. Here is what each kit contains for 2011:

Primary Kit (Kindergarten - 2nd Grades)

Qty.	Component Description
3	Folder, 2 pocket, Asst Colors
2	Spiral Notebooks, 70 Ct., Wide Rule
1	Construction Paper, 9 X 12, 50 Sht, Asst Clrs
1	Book, Hard Cover, "Pop-Up"
1	Facial Tissue, 2 Ply, 100 Count
1	Pencil Case, Heavy-Duty, with zipper
1	Markers, 8 count, Washable, Wide
1	Paint Set, Watercolor, 8 Colors w/Brush
1	Crayons, Tuck Box, 24/Bx
1	Pencils, #2, All Wood, dozen
1	Glue, School, Washable, 4 oz, White
3	Glue Sticks, Dries Clear, .28 oz
3	Eraser, Pink, Large
1	Scissors, 5 1/4", Blunt Tip
1	Ruler, Plastic, 12", Inches & Metric, Asst.
1	Sharpener, Pencil, Double Barrel, Canister
1	Highlighter, Chisel Tip, Yellow
1	Pencil Cap Erasers, 12/Pack
3	Pen, Medium Point, Red
1	Marker, Dry Erase, Wide Tip, Black
1	KFK Kit Box with Plastic Handle

30 Items



Elementary Kit (3rd - 5th Grades)

Qty.	Component Description
3	Folders, 2 pocket, Asst Colors
2	Spiral Notebooks, 70 Ct., Wide Rule
1	Filler Paper, Wide Rule, 10.5 X 8, 120/Pk
1	Book, Hard Cover, "Illustrated Classics"
1	Facial Tissue, 2 Ply, 100 Count
1	Markers, 8 count, Washable, Wide
1	Colored Pencils, 12 ct., 7"
1	Pencil Case, Heavy-Duty, with zipper
1	Crayons, Tuck Box, 24/Bx
1	Pencils, #2, All Wood, dozen
1	Glue, School, Washable, 4 oz, White
2	Glue Stick, Dries Clear, .28 oz
2	Eraser, Pink, Large
1	Marker, Dry Erase, Wide Tip, Black
1	Scissors, 5 1/4", Pointed Tip
1	Ruler, Plastic, 12", Inches & Metric, Asst.
1	Highlighter, Chisel Tip, Yellow
1	Sharpener, Pencil, Barrel, Canister
3	Pen, Medium Pt., Blue
3	Pen, Medium Pt., Red
1	KFK Kit Box with Plastic Handle

30 Items

Junior High/High School Kit (6th-12th Grades)

Qty.	Component Description
3	Folders, 2 Pockets, Asst Colors
2	Spiral Notebooks, 70 Ct., College Rule
1	Filler Paper, College Rule, 10.5 X 8, 120/Pk
1	Dictionary, Webster's, Pocket
1	Book Cover, Stretchable, Asst Colors
1	Facial Tissue, 2 Ply, 100 Count
1	Calculator, Scientific, 10 Digit, W/Cover
1	Colored Pencils, 12 ct., 7"
1	Pencil Case, Heavy-Duty, with zipper
1	Protractor, Plastic, Transp., 6", 180 Deg
2	Glue Stick, Dries Clear, .28 oz
2	Eraser, Pink, Large
1	Pencils, #2, All Wood, dozen
1	Scissors, 5 1/4", Pointed Tip
1	Ruler, Plastic, 12", Inches & Metric, Asst.
1	Sharpener, Pencil, Double Barrel, Canister
1	Highlighter, Student Size, Yellow
4	Pen, Medium Pt., Black or Blue
3	Pen, Medium Pt., Red
1	KFK Kit Box with Plastic Handle

30 Items

Bulk Order Form 2011

School Supplies, Backpacks, Hygiene Items, Clothing



Page 1

Order Date _____

Billing Information

Name _____ Acct# _____
 Address _____ Phone _____
 City _____ St _____ Zip _____
 Contact _____ E-Mail _____

Shipping Information (if different than billing information)

Name _____
 Address _____ Phone _____
 City _____ St _____ Zip _____
 Contact _____ E-Mail _____

Assembled Kits	Item#	Unit of Measure	Unit Cost	Units Per Carton	Units Ordered	Total Cost
School Supply Kit, "Primary", Grades K-2nd	PrimaryKFK	Kit	\$13.00	6		\$ -
School Supply Kit, "Elementary", Grades 3rd-5th	ElementaryKFK	Kit	\$13.00	6		\$ -
School Supply Kit, "Junior High/HIS, Grades 6th-12th	JuniorHighKFK	Kit	\$13.00	6		\$ -
School Supply Kit, "Head Start", Grades PS/PK	HeadStartKFK	Kit	\$13.00	6		\$ -
Hygiene Kit, Child, Packed in a Toiletry Case	2011ChildHyg	Kit	\$5.50	15		\$ -
Hygiene Kit, Young Adult, Packed in a Toiletry Case	2011YoungHyg	Kit	\$5.50	15		\$ -
Hygiene Kit, Adult, Packed in a Toiletry Case	2011AdultHyg	Kit	\$5.50	15		\$ -
Teacher Kit, Packed in a Kit Box	TeacherKit	Kit	\$13.00	6		\$ -
School Supplies in Bulk						
Binder, 3 Ring, 1.5", Assorted Colors	K212012	Ea	\$1.45	48		\$ -
Book, Elementary, 24 Asst Titles	400147	Ea	\$1.45	48		\$ -
Calculator, Large Display, 8 Digit	209005	Ea	\$1.09	72		\$ -
Calculator, Scientific, 10 Dig, W/Cover	400154	Bx	\$1.95	48		\$ -
Colored Pencils, 7", 12 Count, Assorted Colors	V6155	Bx	\$0.85	72		\$ -
Composition Book, Marble Cover, Black, 100 Count	K232059	Ea	\$0.95	48		\$ -
Construction Paper, 9 X 12, 50 Count, Asst Colors	204007	Pk	\$0.95	50		\$ -
Crayons, 24 Count, Tuck Box	V6124	Bx	\$0.62	48		\$ -
Dictionary, 5 X 8, Webster's, 180 Pages	217002	Ea	\$1.09	48		\$ -
Eraser, Pink, Large	207014	Ea	\$0.18	432		\$ -
Facial Tissue, 2 Ply, 100 count	V6130	Bx	\$0.90	30		\$ -
Filler Paper, Wide Rule, 10.5 X 8, 120/Pk	227027	Pk	\$0.99	36		\$ -
Filler Paper, College Rule, 10.5 X 8, 120/Pk	227028	Pk	\$0.99	36		\$ -
Folder, 2-Pocket, Asst Colors	V6170	Ea	\$0.20	250		\$ -
Folder, 2-Pocket, W/Fasteners, Asst Colors	245032	Ea	\$0.25	100		\$ -
Glue Stick, Washable, Clear, 28 oz.	208088	Ea	\$0.20	384		\$ -
Glue, School, Washable, 4 oz, White	V6102	Ea	\$0.42	144		\$ -
Highlighter, Chisel Tip, Student Size, Yellow	254027	Ea	\$0.24	288		\$ -
Index Cards, 3 X 5, Ruled, White, 100/Pk	235002	Pk	\$0.52	30		\$ -
Marker, Dry Erase, Chisel Tip, Low Odor	207030	Ea	\$0.39	288		\$ -
Markers, Washable, Wide Tip, 8 Ct.	V6145	Bx	\$0.99	48		\$ -
Notebook, Spiral, 70 Ct, College Rule, Asst Colors	232018	Ea	\$0.74	72		\$ -
Notebook, Spiral, 70 Ct, Wide Rule, Asst Colors	232050	Ea	\$0.74	72		\$ -
Paint Set, Watercolor, 8 Colors, W/Brush	V6136	Ea	\$0.85	48		\$ -
Pen, Medium Point, Red	V6112	Ea	\$0.07	480		\$ -
Pen, Medium Pt., Blue	V6110	Ea	\$0.07	480		\$ -
Pen, Medium Pt., Black	V6111	Ea	\$0.07	480		\$ -
Pencil Case, Fabric, 3-Hole w/Grommets, 10" x 6"	212009	Ea	\$0.58	144		\$ -
Pencil Box, Plastic, 8 X 5 X 2, Asst Colors	248001P	Ea	\$0.69	12		\$ -
Pencils, #2, Unsharpened, All Wood, Dozen	V6125	Dz	\$0.64	120		\$ -
Protractor, 6", 180 Degrees, Clear	201018	Ea	\$0.22	144		\$ -
Ruler, 12", Plastic, Inch & Cm, Center Holes, Asst	244004	Ea	\$0.20	240		\$ -
Scissors, 5 1/4", Pointed Tip	V6142	Ea	\$0.45	144		\$ -
Scissors, 5 1/4", Blunt Tip	V6141	Ea	\$0.45	144		\$ -
Sharpener, Pencil, Double Barrel, Canister	201016	Ea	\$0.30	72		\$ -

Total \$ Page 1

Add to totals on page 2

Bulk Order Form 2010

School Supplies, Backpacks, Hygiene Items, Clothing



Page 2

Order Date

Please order product in multiples of carton quantity

Backpacks in Bulk	Item#	Unit of Measure	Unit Cost	Units Per Carton	Units Ordered	Total Cost
Backpack, "Economy" Style, 16" X 12" X 5", Asst	KV900	Ea	\$4.50	24		\$ -
Backpack, "Elementary" Style, 16" X 12" X 5", Asst	KV500	Ea	\$6.00	24		\$ -
Backpack, "Junior High" Style, 18" X 13" X 6, Asst	KV550	Ea	\$8.00	24		\$ -
Backpack, "High School" Style, 20" X 14" X 7, Asst	KV575	Ea	\$12.00	24		\$ -
Backpack, Clear, Vinyl, 16" X 12" X 5"	335020	Ea	\$6.00	24		\$ -
Children's Hygien Items in Bulk						
Comb, 7", Flexible, Black	300102	Ea	\$0.05	1440		\$ -
Hair Brush, Plastic, Gray	300101	Ea	\$0.45	288		\$ -
Shampoo & Body Bath, 8 Oz, Flip Top	300129	Ea	\$0.72	48		\$ -
Soap, Bar, 4.75 Oz, Anti-Bacterial	300116	Ea	\$0.68	100		\$ -
Soap Box, Plastic, Clear, W/Hinged Lid	300126	Ea	\$0.28	100		\$ -
Toothpaste, 4.75 oz Tube, Mint Flavor	300128	Ea	\$0.65	60		\$ -
Toothbrush, Child, 27 Tuft, Blue	300113	Pk	\$0.07	1440		\$ -
Dental Floss, Unwaxed, 12 Yards	300131	Fa	\$0.50	144		\$ -
Facial Tissue, Pocket Pack, 10/Pk	K261025	Pk	\$0.25	144		\$ -
Washcloth, 10 X 10, Cotton, White	300122	Fa	\$0.30	240		\$ -
Deodorant/Antiperspirant, 1.5 Oz, Roll-On	300109	Ea	\$0.49	96		\$ -
Toothbrush, Adult, 30 Tuft, White	300107	Ea	\$0.07	1440		\$ -
Razor, Disposable, Twin Blade	300105	Ea	\$0.14	100		\$ -
Shaving Cream, 1 oz., Gel	300106	Ea	\$0.49	144		\$ -
Children's Clothing in Bulk						
Socks, Crew, Unisex, Size 6-8 (Ages 6-12), White	320030	Pair	\$0.80	12		\$ -
Socks, Crew, Unisex, Size 9-11 (Ages 13+), White	320031	Pair	\$0.80	12		\$ -
Underwear, Briefs, Boys, White, Medium (Ages 5-8) 3/Pk	320020	Pk	\$4.95	24		\$ -
Underwear, Briefs, Boys, White, Large (Ages 9-12) 3/Pk	320021	Pk	\$4.95	24		\$ -
Underwear, Briefs, Boys, White, XLarge (Ages 13-18) 3/Pk	320022	Pk	\$4.95	24		\$ -
Underwear, Briefs, Girls, Asst. Medium (Ages 5-8) 5/Pk	320026	Pk	\$4.95	24		\$ -
Underwear, Briefs, Boys, Asst. Large (Ages 9-12) 5/Pk	320027	Pk	\$4.95	24		\$ -
Underwear, Briefs, Boys, Asst. XLarge (Ages 13-18) 5/Pk	320028	Pk	\$4.95	24		\$ -
Sweatshirt, Boys, Hanes, Fleece, Asst Clrs & Sizes	400178EA	Ea	\$3.00	24		\$ -
Sweatshirt, Girls, Hanes, Fleece, Asst Clrs & Sizes	400179EA	Ea	\$3.00	24		\$ -
Sweatpants, Boys, Hanes, Fleece, Asst Clrs & Sizes	400185EA	Ea	\$3.00	24		\$ -
Sweatpants, Girls, Hanes, Fleece, Asst Clrs & Sizes	400186EA	Ea	\$3.00	24		\$ -
Sweatshirt, "Hoodie", Boys, Fleece, Asst Clrs & Sizes	400190EA	Ea	\$4.50	24		\$ -
Sweatshirt, "Hoodie", Girls, Fleece, Asst Clrs & Sizes	400191EA	Ea	\$4.50	24		\$ -
Winter Cap, Knit, One Size Fits All, Asst Colors	320039EA	Ea	\$1.25	12		\$ -
Gloves, Winter, Magic Stretch, Asst Colors	320038EA	Ea	\$1.15	12		\$ -
Baby/Layette Items in Bulk						
Baby Bath, 4 Oz., W/Twist Cap	300151	Ea	\$0.65	96		\$ -
Baby Lotion, 4 Oz., W/Twist Cap	300152	Ea	\$0.65	96		\$ -
Baby Shampoo, "No More Tears", 4 Oz.	300114	Ea	\$0.55	96		\$ -
Baby Wipes, W/Aloe Vera, 80 Count	300155	Ea	\$1.15	12		\$ -
Petroleum Jelly, 2 oz Tube	400206	Ea	\$0.99	144		\$ -
Miscellaneous Items in Bulk						
Blanket, Fleece, 50" X 60", Asst Colors	400174	Ea	\$2.99	80		\$ -
Playing Cards, , Asst of Go Fish/Old Maid/Crazy 8's	256020	Ea	\$0.85	72		\$ -

Delivery Week Requested:

Page 2 Total \$ Amount

Purchase Order Number:

Add in Page 1 Total \$ Amount

Orders can be faxed to 800-689-4315 or emailed to vreckwerdt@kitsforkids.org

Bulk Order Terms & Conditions

Order Total

- * Minimum Order is \$500.00. Pricing includes delivery service (dock to dock) to one location in the U.S.
- * Payment terms are net 10 days from invoice date. An invoice will be emailed/faxed to the order contact
- * A delivery week MUST be requested above. Please allow a minimum of 7 working days for orders to ship.
- * Pricing is valid through December 31st, 2011. Applicable tax-exempt info should be sent in with organization's first order
- * KFK Order Form MUST be signed and dated before it can be accepted
- * School/District Purchase Orders are accepted. Please fill in the purchase order number above and attach a hard copy to this order form

I have read and understand the above program details and pricing information above

Organization Contact

Title

Office Use Only: Plan: Invoice: E-Mail Fax Mail Order# Date Initials



BOARD RESOLUTION

Date: April 18, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Blake Youde, Dep. Supt., Institutional Advancement

Agenda Item : 05-05-11-37

Information: ☐

Action: ☒

Action to be Approved: Contract

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

SUBJECT: To approve a sole source contract with the Black Alliance for Educational Options to conduct student recruitment and enrollment in support of Ashland, Clay, Cole, Columbia, Cote Brilliant, Farragut and Meramec schools. The services will be provided from May 6, 2011 to August 15, 2011 at a cost not to exceed \$20,000.

BACKGROUND: The Black Alliance for Educational Options will implement its Parents in Education program to encourage and assist parents in enrolling their children at Ashland, Clay, Cole, Columbia, Cote Brilliant, Farragut or Meramec schools. The program uses a combination of school open houses, parent communication and door-to-door canvassing to assist families in enrolling.

Accountability Plan Goals: Goal IV: Parent Community Involvement

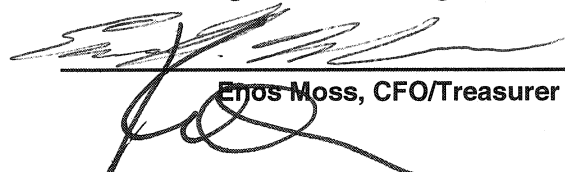
Objective/Strategy: IV.A.

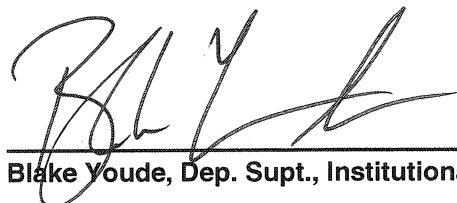
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

Fund Source:	GOB	Requisition #:
Amount: \$20,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$20,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014402

Department: Institutional Advancement


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Blake Youde, Dep. Supt., Institutional Advancement

Dr. Kelvin R. Adams, Superintendent

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REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Blake Youde	Date: April 18, 2011
Department / School: Institutional Advancement	Phone Number: 345-2353
<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)	
Door-to-door canvassing for student recruitment and enrollment	
Vendor Name: Black Alliance for Educational Options	Email: bertha@baeo.org
Vendor Contact: Bertha Gilkey Bonds	Phone Number 372-5587
Justification Information	
1. Why the uniquely specified goods are required?	
2. Why good or services available from other vendors /competitors are not acceptable?	
No others are available.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
Proposal attached.	
4. List the Names of other Vendors contacted & Price Quotes:	
N/A	
<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:	
 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.



April 11, 2011

Dr. Kelvin Adams, Superintendent
St. Louis Public Schools
801 N 11th Street
St. Louis, MO 63106

Re: MO BAEO Parents in Education Marketing Strategy
Located at Clay, Cole, Cole Brilliant, Farragut,
Meramec, Columbia and Ashland Schools

Dear Dr. Adams,

On behalf of the MO Black Alliance for Educational Options, please find attached our proposal for the **MO BAEO Parents in Education Marketing Strategy** for St Louis Public Schools. The following schools will be impacted by this marketing project. They are Clay, Cole, Cole Brilliant, Farragut, Meramec, Columbia and Ashland Schools.

As we utilized multiple voices targeting neighborhoods and inviting students and their families to attend their neighborhood schools. The MO Black Alliance for Educational Options focus is to increase the number of St. Louis Public Schools families. We have parents helping parents realize their pivotal role in their children's education.

Our commitment to parents in the urban areas in St. Louis is paramount in educational reforms. We will give maximum attention to the details of assuring that we are reaching families utilizing Recruiters known as "the street team" from door to door, festivals, open house, fairs, malls and other public places. Upon completion of our recruitment and marketing we will provide follow up on all students recruited, parent orientation, The City of St. Louis Truancy policy, Parent Handbook and PTO activities.

We are excited about the opportunities and our future work with the St. Louis Public Schools students and their families. We look forward to a favorable decision and are ready to improve our children's education.

Sincerely,

Bertha Gilkey-Bonds, MO BAEO State Director

Cc: Kenneth Campbell, BAEO President
Shree Medlock, BAEO National Advocacy Director
Smita Chhada-Shah



Parents in Education Marketing Strategy for St. Louis Public Schools

Located at Clay, Cole, Cole Brilliant, Farragut, Meramec, Columbia and Ashland Schools

This proposal lists strategies developed as a result of recruitment activities initiated by the Black Alliance for Educational Options (BAEO) to increase the number of families served by St. Louis Public Schools. Activities initiated in St. Louis by BAEO will produce a significant number of results for Clay, Cole, Cole Brilliant, Farragut, Meramec, Columbia and Ashland Schools. As a grass roots organization BAEO has parents and others working to help parents realize their pivotal role in the education of their children. BAEO supports parental choice.

This proposed marketing strategy enhances our commitment to the parents in the St. Louis urban areas. It is important to note that the proposed strategy is not a one month recruitment blitz but the start of a holistic systemic approach for working with parents. One Parent Field Recruiter/Coordinator and Recruiter Task Force Team will be designated to work with the schools during the recruitment efforts. This 2011-2012 Initiative called Parents in Education is a joint effort involving the original partners—MO BAEO, St. Louis Public Schools and parents.

The essential elements of our marketing approach for Clay, Cole, Cole Brilliant, Farragut, Meramec, Columbia and Ashland Schools

The plan utilizes MO BAEO, parents and other support individuals as Recruiters/Task Force that can relate to the parents from the perspective of the parent. The team comprised of such individuals interface with the school development efforts and Retention Cadre or Task Force for each school. The elements of the marketing plan are discussed with the specific task force; school development, retention, parent orientation and school leaders. This allows maximum attention to details.

Each school provides a list of addresses and telephone number of parents that currently have students attending the school. A survey is sent home to all parents as to whether they will enroll their children for the next school year. (Form developed by the school). This information is culled. An electronic data sheet is created for each school. This matches the projected enrollment with the

returning students from Clay, Cole, Cole Brilliant, Farragut, Meramec, Columbia and Ashland Schools. The benchmark for the specific numbers by grades is created by the school. Students that will reenroll are entered. All parents that do not return forms are contacted so that the information can be secured. Incentives are generated for parents that reenroll early. Two such incentives include BAEO dollars and school uniform shirts. BAEO Family Support Centers will handle distribution of shirts and the Parent Orientations.

All impacted schools will host an informational open house. A minimum of two open houses will be scheduled. A joint Open house with all impacted schools and a separate more intimate one will be held at each school. Each school is asked to produce a five to ten minute power point presentation that highlights its people, programs, and the uniqueness of the school. The school leaders, teachers, and parent will provide prospective parent with the strengths of enrolling in this specific school. Each school because of its emphasis area will share how that aspect of schooling is pertinent as a consideration for enrollment.

The Recruitment Team will target high population areas through door to door canvassing in the neighborhoods as well as community events. A minimum of two canvases will be initiated and as many community fairs as possible will be attended. New enrolled students will be encouraged to attend neighborhood schools. Incentives will be given for families that utilize the neighborhood schools from the BAEO Family Education Support Centers. As schools have year-end programs and events a recruitment table will be utilized. Invitations for prospective parents will be given out for each event. Teachers and other school workers as well as the Parents in Education Team will staff Open Houses. School persons will sign the prospective students up immediately. Several activities will be instituted on a yearly basis to support the annual recruitment of students. A status report will be provided at least once every two weeks. The goal of securing the agreed on recruitment bench mark is first week in August 2011.

Incentives and Orientation

The MO BAEO Family Education Support Center

Upon completion of Parent Orientation, Parents will receive a shirt and receive BAEO dollars for purchasing other items such as pencil, notebooks, ink pens, in addition to personal and hygiene items and the like will be made available for purchase at the BAEO Family Education Support Centers. Specific days will be designated for purchasing supplies. Credit towards supplies will be distributed as incentives for recruiting efforts by parents. Other Incentives for parents to earn BAEO dollars include volunteering and participation in opportunities throughout the year.

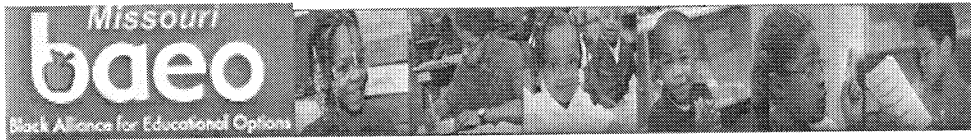
Parents Orientation will cover the role of the Family Education Support Center, school handbook, Truancy policy and enforcement, role of the Intervention Team, the roles of the PTO Officers, PTO monthly meetings, Student Councils and student council meetings.

PTO Committees include: an Advocacy Committee, Mentoring, Education, Fundraising, Parent Professional Development and Gardening committees. Parents will be encouraged to participate in one or more of these committees, attend meetings and other activities. Descriptions of these committees are provided at orientation. BAEO dollars will be issued by the BAEO Family Education Support Centers to parents who participate in the school, center, PTO meetings and committees.

TimeLine

The timeline for the completion of the Marketing/Recruiting is as follows:

Submit completed proposal to SLPS Officials	4/11/2011
Schedule meeting to review proposal modifications (if any)	4/15/2011
Submit final proposal with changes to SLPS	4/18/2011
Board Approval of the MO BAEO Parents in Education Marketing Strategies for St. Louis Public Schools proposal	TBA by SLPS Official
Meet with Principals and Superintendent or his Designee to review MO BAEO Parents in Education Marketing Strategy for St Louis Public Schools Plan	4/28/2011
The Recruitment Coordinator & Recruiter Task Force Hiring and Assignment	4/29/2011
Brief recruitment updates	May/June/July/August
Parents Orientation/Incentives	First Day of School
Recruitment timeline completed	8/31/2011



Budget

It is agreed to allocate \$10,000 for every 75 students recruited. The payment schedule calls for \$5,000 of this fee being paid up front. The remaining balance of \$5,000 will be paid to MO BAEO within five days of invoice for completing recruitment of the first 75 students. Additional student recruitment payments will be paid exactly as described as referenced above and upon receipt of MO BAEO invoices for each 75 students recruited.

May 26, 2011



BOARD RESOLUTION

Date: April 28, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Dan Edwards, Assoc. Supt., High/Middle Schools

Agenda Item : 15-26-11-01

Information: ☐

Action: ☒

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 11-30-10-02

Prior Year Cost \$5,390.15

SUBJECT: To amend the contract with the University of Missouri on behalf of the Office of Social and Economic Data Analysis (OSED) to provide data collection and analysis in conjunction with the eMints Technology in Education Grant. The contract is for the period July 1, 2010 through June 30, 2011. The current cost of \$5,390.15 is to be increased by \$6,900.00 for a total cost of \$12,290.15.

BACKGROUND: The University of Missouri on behalf of OSED will provide data collection and analysis in conjunction with the eMINTS Technology in Education grant awarded to Carnahan High School of the Future for the fiscal years 2009-2010 and 2010-2011. eMINTS changes how teachers teach and students learn. The instructional model provides a research based approach to organizing instruction and can be implemented in any subject area at any level. eMINTS supports educators at all levels with professional development experiences they need to prepare all learners.

Accountability Plan Goals: Goal I: Student Performance

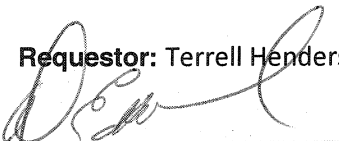
Objective/Strategy: I.A.1, 1.A.2

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


Fund Source: 193-UN-640-1351-6319	Non-GOB	Requisition #: 10124366
Amount: \$6,900.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$6,900.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600012170

Department: Carnahan HSOF

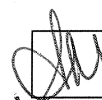
Requestor: Terrell Henderson


Dr. Dan Edwards, Assoc. Supt., High/Middle Schools


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

			
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TITLE II.D-ARRA eMINTS DATA TEAMS PROJECT

PARTICIPANT INFORMATION and BUDGET EXPLANATION

Participant Information		
TEAM LEADER NAME	POSITION / TITLE	EMAIL ADDRESS
Valerie Taylor	Teaching & Learning Facilitator	valerie.taylor@slps.org
TEAM MEMBER NAMES	POSITION / TITLE	EMAIL ADDRESS
Terrell Henderson	Principal	Terrell.henderson@slps.org
Brooke Presley	Mathematics Teacher	Brooke.presley@slps.org
Greg Laposa	English Teacher	Greg.laposa@slps.org
Gegimara Rael	Social Studies Teacher	Gegimara.fluelen@slps.org
Starlett Frenchie	Asst. Princ./ Spec. Ed. Teacher	Starlett.frenchie@slps.org
Angel Nave	Mathematics Teacher	Angel.nave@slps.org
Ronda Williams	Special Education Teacher	Ronda.williams@slps.org
George Stith	Fine Arts Teacher	George.stith@slps.org
Budget Explanation		
PROPOSED EXPENDITURES BY OBJECT CODE		REQUEST
6100 SALARIES		
** Stipend – Team Leader [80 @ \$25.52 = \$2042]		\$2,042
** Stipends – Team Members [6 X 66 @ \$25.52 = \$10,106, 1x 66@ 37.92=\$2504 and 1 x 66 @32.87=\$2169]		\$14780
** Teacher substitutes [6 X 4 @ \$94= \$2256]		\$2,256
SALARIES SUB-TOTAL		\$19,078
6200 BENEFITS		
** Benefits for teachers in training [Total Stipend Amount x 10.45%]		\$1,994
BENEFITS SUB-TOTAL		\$1,994
6300 PURCHASED SERVICES		
** eMINTS Data Teams Fee (flat fee)		\$35,000
** Mileage for training [e.g., 2 cars X 2 trips x 250 miles @ \$.50 = \$500]		\$500
External Evaluation Contract		\$3,000
PURCHASED SERVICES SUB-TOTAL		\$38,500
6400 MATERIALS AND SUPPLIES		
Books: Data Wise [9 x \$25 = \$225]		\$225
Printing costs (paper, toner/ink, \$300)		\$300
USB drives [9 x \$25 = \$225]		\$225
Laptop batteries 4x65		\$390
Paper for chart easels, markers		\$200
MATERIALS AND SUPPLIES SUB-TOTAL		\$1340
6500 CAPITAL OUTLAY		
** Team Member Laptops w/docking stations [6 non-eMINTS teachers @ \$1163.00] [6x\$1900=1074]		\$8,053
CAPITAL OUTLAY SUB-TOTAL		\$8,053
TOTAL		\$68965

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 Terrell Henderson	POSITION / TITLE Interim Principal	EMAIL ADDRESS TERRELL.HENDERSON@SLPS.ORG
COURSE TITLE: 1. Assessment in the 21 st 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.landern@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 Certificated 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



BOARD RESOLUTION

Date: April 27, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 05-26-11-02

Information: ☐

Action: ☒

Action to be Approved: Contract

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

SUBJECT: To approve a sole source contract with Education Northwest to provide a three day workshop on 6 + 1 Traits of Writing to the Teacher Learning Facilitators (TLFs) for the schools with grades K-12. The workshop will occur from June 8-10, 2011 at a cost not to exceed \$10,250.

BACKGROUND: As the District moves to improve student achievement in Communication Arts, the art and skill of writing is an integral part of communication. Data from the schools (Acuity and SchoolNet) indicate a need to provide targeted instruction on writing skills.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

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

Fund Source: 814-AZ-290-2214-6319	Non-GOB	Requisition #: 10124370
Amount: \$10,250.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$10,250.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600013257

Department: Professional Development

Audrey Jackson, Dir., Professional Development

Dr. Carlinda Purcell, Dep. Supt., Academics

Angela Banks, Budget Director

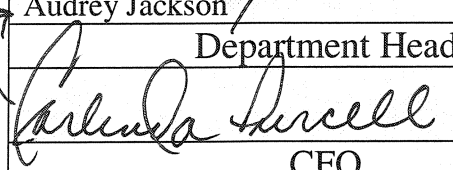
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Audrey Jackson	Date: April 15, 2011
Department / School: Professional Development	Phone Number: 314.345.2425
<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)	
Education Northwest is the creator and sole marketer for the 6 + 1 Traits of Writing which includes an assessment model. The model provides a process for evaluating student work and has research to validate the increase of student achievement.	
Vendor Name: Education Northwest	Email: Jan.Littlebear@educationnorthwest.org
Vendor Contact: Jan Littlebear	Phone Number: 503-200-9580
Justification Information	
1. Why the uniquely specified goods are required?	
To successfully address and meet School Improvement needs in Communication Arts as we move toward MSIP 5 th Cycle for grade level improvements and individual student growth.	
2. Why good or services available from other vendors /competitors are not acceptable?	
This model of writing and assessment (6 +1 Traits) is researched based indicating effectiveness.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
4. List the Names of other Vendors contacted & Price Quotes:	
The district started with this vendor in 2008.	
<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:	
Audrey Jackson	April 15, 2011
Department Head	Date
	
CFO	Date
Superintendent	Date

JAC

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.

Requisition #: _____

Vendor #: 600013257

CONSULTANT SERVICE AGREEMENT
BETWEEN
Special Administrative Board of the
Transitional School District of the City of St. Louis
AND
"Education Northwest"

THIS CONSULTANT AGREEMENT ("Agreement") is made and entered into as of the 13th day of April, 2011 by and between the Special Administrative Board of the Transitional School District of the City of St. Louis (hereinafter "SLPS," "the District," or "SAB"), a school district organized and existing under the laws of the state of Missouri and "Education Northwest" (hereinafter "Consultant"). The taxpayer identification number, address, contact person, and telephone number for the Consultant is as follows:

Taxpayer Identification Number: 93-0553346

Address: 101 SW Main Street, Suite 500, Portland OR 97204-3213

Contact Person: Jan Littlebear

Telephone Number: 503 200 9580

WHEREAS, the District is in need of certain consulting services and has selected the Consultant to provide such services; and

WHEREAS, Consultant is willing to provide such services to the District; and

WHEREAS, the District and Consultant desire to memorialize the terms and conditions of their agreement;

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the District and Consultant agree as follows:

1. **TERM:** The Consultant shall commence performance of this Agreement on the 8th Day of June, 2011, and shall complete performance to the satisfaction of the District, as herein determined, no later than the 10th Day of June 2011.
2. **SCOPE OF SERVICES:** The Consultant shall provide services described more fully in Attachment "A" Scope of Services attached hereto, incorporated herein, and made a part of this Agreement ("Scope of Services" or "Services").
3. **PERFORMANCE:** The Consultant agrees to perform the Services set forth herein in Attachment "A" in a competent and professional manner as determined by the District. The Consultant shall be and shall remain fully responsible for the quality and accuracy of Consultant's work. Neither acceptance of such work by the District, nor payment therefore shall relieve the Consultant of this responsibility

4. **COMPENSATION:** The District shall compensate the Consultant for the work outlined in the Scope of Services in the amount of \$ 10,250.00 upon full completion of services outlined in the scope of services.

No payment shall be made until the following requirements have been met:

	Requirement	SLPS Administrator
(a)	Evaluation of Consultant's performance by:	Audrey Jackson
(b)	Satisfactory completion of work outlined in the Scope of services as determined and certified by:	Audrey Jackson
(c)	Verification of the receipt of all documents produced by Consultant pursuant to the Scope of Services by:	Audrey Jackson

5. **SUB-CONTRACTING:** The Consultant may not, without the approval of the District, subcontract any rights, responsibilities or obligations under this Agreement. Any subcontract without the express written consent of the District shall render the Agreement void at the election of the District.
6. **PERSONNEL:** The Consultant has the authority to secure at its own expense, all necessary personnel required to perform the services under this Agreement.
7. **SUBCONTRACTS:** The Consultant may not subcontract any portion of the services hereunder without the District's prior written consent. If a subcontractor is agreed to, the Consultant agrees that it will contract with the subcontractor under a separate written agreement, which shall contain a specific provision that said subcontractor shall be bound by the applicable terms and conditions of this Agreement. The Consultant shall be solely responsible to pay any subcontractors it utilizes under this Agreement and the Consultant understands that the District shall have no liability whatsoever relating to such payment. The Consultant assures the District that the Consultant will be responsible for the acts or omissions of said subcontractor and agrees to be liable consistent with the terms of Article 14., to the extent that any acts or omissions of the subcontractor relate to the performance of the services under this Agreement.

8. RECORDS, ACCOUNTING, AND EVALUATIONS OF SERVICES

- a. **Maintenance of Books and Records.** The Consultant will maintain complete and accurate books and records in accordance with recognized accounting practices and standards; such books and records will include, but not be limited to, records reflecting billing, payments, hours worked, and payroll. The Consultant understands that such records must be maintained for at least three (3) years after the termination or expiration of the Agreement. Upon receipt of written notice by the District, the Consultant shall allow the District access, during ordinary business hours, to the books and records relating to the services hereunder as may be reasonably required to verify services provided under this Agreement.
- b. **Right of Audit.** During the term of this Agreement and for three (3) years after its termination or expiration, the District shall have the right to conduct an audit, at its expense, of the relevant books and records during ordinary business hours to

inspect, audit, and copy the books and records. In the event that any audit reveals, whether during the term of this Agreement or during the three (3) years subsequent to its termination or expiration, a discrepancy in the amount billed to the District and the amount paid by the District, the Consultant shall remit the excess amounts paid to the District within forty-five (45) days of notice of discrepancy. The District or its authorized representative will have the right to audit the Consultant's performance under this Agreement.

- c. **Evaluations of Services Performed.** The Consultant agrees to submit evaluations of the program or services performed under this Agreement to the District at the end of the term. The District will use the evaluations to determine the effectiveness of the program or services contracted for under the Agreement. The District will also use the evaluations to make planning and continuation of service decisions.

9. CONFIDENTIALITY

- a. **District Information.** The Consultant acknowledges that it shall now, and in the future may, have access to and contact with confidential information relating to ideas, strategies, plans, purposes, and/or agendas that the District may seek to advance. Any reports and information given to or generated by the Consultant hereunder, as well as the terms and conditions of this Agreement, shall also be considered confidential information. Both during the term of this Agreement and thereafter, the Consultant 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 District. The Consultant covenants and agrees it will not knowingly use, directly or indirectly, for its own benefit, or for the benefit of another, any of the confidential information, but instead will use such information only for the purposes contemplated hereunder. Further, the Consultant covenants and agrees that it will not disclose any confidential information to any third party except as may be required in the course of performing services for the District hereunder or by law. In no event, shall the Consultant be deemed a spokesman for the District in any manner for the purpose of disseminating any information hereunder.
- b. **Student Information.** The Consultant acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students. Both during the term of this Agreement and thereafter, the Consultant 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 District. The Consultant covenants and agrees it will not knowingly use, directly or indirectly, for its own benefit, or for the benefit of another, any of said confidential information, but instead will use said information only for the purposes contemplated hereunder. Further, the Consultant covenants and agrees that it will not disclose any confidential information to any third party except as may be required in the course of performing services for the District hereunder or by law. Finally, the Consultant covenants and agrees that any access to the confidential information of any student shall be in compliance with the Family Education Rights and Privacy Act ("FERPA").

- c. **Student Education/Medical Records.** The Consultant acknowledges that it shall now, and in the future may, have access to and contact with the education and/or medical records of students. Both during the term of this Agreement and thereafter, the Consultant 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 District. The Consultant covenants and agrees it will not knowingly use, directly or indirectly, for its own benefit, or for the benefit of another, any of said confidential information, but instead will use said information only for the purposes contemplated hereunder. Further, the Consultant covenants and agrees that it will not disclose any confidential information to any third party except as may be required in the course of performing services for the District hereunder or by law. Finally, the Consultant covenants and agrees that any access to the education records of any student shall be in compliance with FERPA and any access to the medical records of any student shall be in compliance with the Health Insurance Portability and Accountability Act of 1996.
- d. **Exceptions to Confidentiality Obligations.** Notwithstanding the foregoing, the Consultant's obligations of confidentiality will not include information which:
- i. at the time of disclosure was in the public domain;
 - ii. after such disclosure, immediately becomes generally available to the public other than through any act or omission of the Consultant or its Personnel; and
 - iii. is required to be disclosed by a court of competent jurisdiction, provided that prior written notice of such disclosure is furnished to the District in a timely manner in order to afford the District the opportunity to seek a protective order against such disclosure and the disclosure is strictly limited to the information that the court requires.
- e. **Remedies for Disclosure.** The Consultant understands and agrees that any unauthorized disclosure or use of any confidential information as provided under this article may result in the District seeking injunctive relief. The Consultant agrees to give prompt notice to the District of any unauthorized disclosure, use, or misappropriation of any confidential information and take all steps as requested by the District to limit, stop, or otherwise remedy the disclosure, use, or misappropriation of any confidential information. All steps taken by the Consultant relating to remedy shall be at its sole expense.
- f. **Return of Confidential Information.** After expiration or termination of this Agreement, the Consultant must return all confidential information given to or generated by the Consultant hereunder within five (5) days of the District's written request. The Consultant agrees that it will comply with the District's instructions regarding the return or disposition of its confidential information, including any copies or reproductions.

10. **INDEMNIFICATION** Consultant agrees to indemnify and hold harmless the District and the District's officers, directors, servants, employees, and agents from and against any and all liabilities, losses, damages, costs, and expenses of any kind (including

without limitation, reasonable legal fees and expenses) which may be suffered by, incurred by or threatened against the District or any officers, directors, servants, employees, or agents of the District on account of or resulting from injury, or claim of injury to person or property (including but not limited to consultant and/or its agents) arising out of the operation of the program operated by Consultant under this Agreement or arising out of this Agreement in any manner, including but not limited to the breach or failure to perform any term, covenant, condition or agreement herein provided to be performed by Consultant. This provision shall survive termination or expiration of the Agreement.

11. **WARRANTY FOR SERVICES** Consultant warrants and represents to the District that Consultant possesses the background, experience, expertise and qualifications to undertake and to carry out the Services. Consultant further warrants and represents that the Services will be performed in a professional, good, thorough and workmanlike manner, and consistent with accepted industry standards.
12. **REMEDIES FOR UNSATISFACTORY SERVICES** In the event Consultant fails to provide the Services consistent with the warranties and representations set forth in Section 8 above, the District at its option, may: (a) require Consultant to reperform the unsatisfactory Services at no cost to the District; (b) refuse to pay Consultant for Services, unless and until Services are corrected and performed satisfactorily; (c) require Consultant to reimburse the District for all amounts paid for such unsatisfactory Services; and/or (d) proceed with, and assert, any and all remedies available at law. The foregoing options and remedies available to the District shall be deemed mutual and severable, and not exclusive.
13. **INSURANCE** Consultant shall maintain occurrence-based insurance including comprehensive general liability in the amounts specified in Attachment A. Such insurance shall be provided by insurance companies authorized to do business in the State of Missouri.

The District shall be included as an additional insured on all required insurance policies, except Worker's Compensation and Employers' Liability, with respect to the liability arising out of the performance of Consultant's services under this Agreement. The Consultant shall provide a certificate of insurance evidencing the coverage required in Attachment A.

14. **TERMINATION**

- a. **Termination without Cause.** The District may terminate this Agreement without cause by giving written notice of the intent to terminate. In the event that such written Notice of Intent to Terminate is provided, termination of this Agreement shall become effective thirty (30) days from the date set forth in the Notice of Intent to Terminate. The Consultant will cease work on said termination date and take all reasonable actions to minimize any expenses. The Consultant will be compensated for those services provided through the date of termination and any approved related expenses within sixty (60) days of receipt of a properly submitted invoice.
- b. **Termination with Cause.** Either party reserves the right to terminate this Agreement immediately if the other party fails to comply with any terms or

conditions of this Agreement and such failure continues for ten (10) days following receipt of written notice from the objecting party. In the event that this Agreement is terminated under this Article, the rights and remedies of either party provided under this Agreement shall not be exclusive and are in addition to any other rights and remedies which either party may be entitled to pursue in the event of a breach of this Agreement as provided by law or under the terms and conditions of this Agreement. The Consultant will be compensated for only those services satisfactorily provided through cure date end.

c. **Effect of Termination on the Parties Obligations.** Upon termination of this Agreement for any reason, the parties shall have no further obligations under this Agreement, except as expressly set forth in this Agreement.

d. **Return of Documentation.** Upon the expiration or termination of this Agreement, the Consultant shall, at the option of the District, deliver all finished or unfinished documents, data, studies, reports, and like documents generated by the Consultant hereunder.

15. **GOVERNING LAW – JURISDICTION** This Agreement shall be governed, construed and interpreted under Missouri law, and shall be deemed to be executed and performed in the City of St. Louis, Missouri. Any legal action relating to this Agreement shall be governed by the laws of the State of Missouri, and the parties agree to the exclusive exercise of jurisdiction and venue over them by a court of competent jurisdiction located in the City of St. Louis, Missouri. The parties expressly agree that no action concerning this Agreement, or an alleged breach thereof, may be commenced anywhere but the City of St. Louis, Missouri.

16. **REPORTING** During the term of this Agreement, Consultant shall report to, and confer with, the District's **Audrey Jackson**, and/or her designee on regular basis, and as may be reasonably requested, concerning the Services performed by Consultant and issues related to the Services. Consultant also agrees to meet and confer with other District administrators, officers and employees as directed or as may be necessary or appropriate.

17. **E-VERIFICATION** Pursuant to Missouri Revised Statute 285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify) as set out in **ATTACHMENT B**. Compliance with provision requires completion of **ATTACHMENT C**.

18. **ASSIGNMENT** This Agreement may not be assigned by Consultant without the prior written authorization of the District, which authorization the District may withhold in its sole discretion.

19. **ENTIRE AGREEMENT** This Agreement contains the complete agreement between the parties and shall, as of the effective date hereof, supercede all other agreements between the parties relating to the subject matter of this Agreement. The parties stipulate that neither of them has made any representation with respect to the subject matter of this

Agreement or the execution and delivery hereof except such representations as are specifically set forth herein. All agreements not expressly set forth herein are null and void. Each of the parties hereto acknowledges that they have relied on their own independent judgment in entering into this Agreement and have had the opportunity to consult legal counsel.

20. **MODIFICATION** No waiver or modification of this Agreement or of any covenant, condition or limitation herein contained shall be valid unless in writing and executed by authorized representatives of both parties, and no evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or litigation between the parties hereto arising out of or affecting this Agreement, or the rights or obligations of the parties hereunder, unless such waiver or modification is in writing and duly executed by authorized representatives of both parties
21. **NOTICE** Any notice required or permitted pursuant to this Agreement shall be deemed to have been given when delivered in person or sent postage prepaid via certified mail return receipt requested or via a nationally recognized overnight courier service and addressed:

To the District: The Special Administrative Board of the Transitional
School District of the City of St. Louis
801 North 11th Street
St. Louis, MO 63101
Attn: Superintendent-Legal Notice Enclosed

To Consultant: Education Northwest
101 SW Main Street, Suite 500
Portland, OR 97204-9754
Legal Notice Enclosed

If such notice is sent by first class or express mail, it shall be deemed to have been given to the person entitled thereto three (3) days after deposit in the United States mail, or if by Federal Express or the overnight courier service, the day after delivery to such service, for delivery to that person.

22. **WAIVER** No failure on the part of either party at any time to require the performance by the other party of any term hereof shall be taken or held to be a waiver of such term or in any way affect such party's right to enforce such term, and no waiver on the part of either party of any term hereof shall be taken or held to be a waiver of any other term hereof or a breach thereof.
23. **SEVERABILITY** If any clause or provision of this Agreement is illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement, then and in that event, it is the intention of the parties hereto that the remainder of this Agreement shall not be affected thereby.
24. **HEADINGS** The section headings in this Agreement are intended for convenience of reference and will not affect its interpretation.

25. **COUNTERPARTS** The Agreement may be executed in two or more counterparts, each of which shall be deemed an original.
26. **BINDING EFFECT** The Agreement shall not be binding and effective unless and until it is duly and fully executed by both parties. This Agreement shall inure to the benefit of and be binding upon the successors and permitted assigns of the respective parties.
- a. **Special Administrative Board Approval.** It may be necessary to obtain the approval of the Special Administrative Board (hereinafter “SAB” or “Board”) for this Agreement. If so, the Consultant understands and agrees that the obligations of the District are conditioned upon, and subject to, such approval. The District will promptly notify the Consultant of the approval or disapproval of the SAB. The Consultant understands that the District shall not be obligated to compensate it for any services provided prior to approval by the SAB and performance of such services hereunder shall be at the sole risk and liability of the Consultant. In the event of non-approval, the Agreement will not become effective and neither party will have any obligations to the other party arising out of the Agreement.
- b. **Executed Agreement.** This Agreement will not become effective unless and until an understanding is reached between the parties and the Agreement has been fully-executed. The Consultant understands and agrees that the obligations of the District are conditioned upon, and subject to, such execution. The Consultant understands that the District shall not be obligated to compensate it for any services provided prior to the execution of this Agreement and performance of such services hereunder shall be at the sole risk and liability of the Consultant.
27. **RIGHTS CUMULATIVE** All the rights and remedies of each party hereunder or pursuant to present or future law shall be deemed to be separate, distinct and cumulative, and no one or more of them, whether exercised or not, or any mention of or reference to any one or more of them herein, shall be deemed to be an exclusion or a waiver of any of the others, or of any of the rights or remedies which such party may have, whether by present or future law or pursuant hereto, and each party shall have, to the fullest extent permitted by law, the right to enforce any rights or remedies separately and to take any lawful action or proceedings to exercise or enforce any right or other remedy without thereby waiving or being barred or stopped from exercising and enforcing any other rights and remedies by appropriate action or proceedings.
28. **CONSULTANT REPRESENTATIONS** Consultant acknowledges and represents that (i) Consultant is legally authorized to transact business in the State of Missouri and to provide the Services required hereunder (ii) the entering into this Agreement has been duly approved by the Consultant, (iii) the undersigned is duly authorized to execute this Agreement on behalf of Consultant and to bind Consultant to the terms hereof, and (iv) Consultant will comply with all State, Federal and local statutes, regulations and ordinances, including civil rights and employment laws, and agrees not to discriminate against any employee or applicant for employment or in the provision of Services on the basis of race, color, national origin, sex, sexual orientation, age or disability. Consultant also agrees to abide by all applicable District policies and regulations.

29. **INDEPENDENT CONTRACTOR** The District and Consultant agree that Consultant will act for all purposes as an independent contractor and not as an employee, in the performance of Consultant's duties under this Agreement. Accordingly, Consultant shall be responsible for payment of all taxes, including federal, state and local taxes arising out of Consultant's services in accordance with this Agreement, including by way of illustration but not limitation, federal and state income tax, Social Security tax, unemployment insurance taxes, and any other taxes. In addition, Consultant's employees shall not be entitled to any vacation, insurance, health, welfare, or other fringe benefits provided by the District. Consultant shall have no authority to assume or incur any obligation or responsibility, or make any warranty for, on behalf of the District, or to attempt to bind the District except with prior written authorization from the Board. Consultant shall pay all costs of conducting its activities hereunder, including all compensation to employees of Consultant.

30. **CONSULTANT'S PERSONNEL**

- a. **Assignment of the Consultant's Personnel.** The Consultant will employ and assign qualified Personnel to the District's account in a sufficient number in order to provide and successfully complete the services in accordance to the Term under Article 2.1. The Consultant will provide the District with a continuously updated list of all its Personnel assigned to the District and qualifications of such Personnel will be provided without charge to the District within three (3) days of written request.
- b. **Control of Personnel and Work.** The Consultant understands and agrees that it is solely obligated to and responsible for the selection, qualification, performance, workmanship, quality of services, licensing, and compliance with the terms and conditions hereunder for all Personnel providing services relevant to this Agreement and that it shall have sole control over the means and details of performing the services, which shall be consistent with the District's intent hereunder. The Consultant shall use its best efforts, care, and diligence in the administration and performance of services hereunder. The Consultant ensures the District that it will properly supervise all Personnel during the performance of services and/or while any Personnel is on District property.
- c. **Cooperation.** During the performance of its services, the Consultant shall cooperate with the District and its employees, shall not interfere with the conduct of the District's business, and shall observe all District policies and procedures, as well as all rules, regulations, and security requirements concerning the safety of persons and property.
- d. **Background Checks.** All Personnel providing services under this Agreement that may in any way come into contact with students must undergo background checks consistent with those used by the District 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 Consultant and the District shall not be liable for such cost under any circumstance. The Consultant assures the District that the Consultant agrees to remove or not hire for the District's account any Personnel who have any Department of Family Services claims: a) that would

raise concerns about inappropriate behavior with children; b) where a criminal offense has been committed that would raise concerns about inappropriate behavior with children; c) where there has been a conviction for any sex-related offense or any other offense indicating a lack of acceptable moral character for associating with children; d) where there has been a determination of any physical and/or mental abuse of children; and/or e) where there has been termination for cause due to inappropriate behavior with children in any project, program, and/or location of services of the Consultant. The District will receive notice of any Personnel so removed or terminated. The Consultant will select, hire, and train replacement Personnel within fifteen (15) days of a vacancy on the District's account, all without any additional cost to the District. Within three (3) days of a written request by the District, the Consultant agrees to provide written confirmation that the background checks on all Personnel hereunder reflected no negative findings and said Personnel passed the background checks and are, therefore, eligible to provide services under this Agreement.

- e. **Removal of the Consultant's Personnel.** If the District determines that any of the Consultant's Personnel is not providing satisfactory service, or if any issues of behavior or inappropriate conduct or similar concerns occur, the District shall notify the Consultant in writing and the Consultant shall remove that individual from the District's account. The Consultant will be compensated for any services satisfactorily performed by the removed individual and any expenses as approved by the District, up to and including the date that the Consultant receives the District's written notice. The Consultant will not be compensated for any expenses associated with replacing the individual. The Consultant will select, hire, and train replacement personnel within fifteen (15) days of a vacancy on the District's account.

31. **OWNERSHIP OF COMPLETED SERVICES** Full and exclusive rights and ownership in the Services, including all deliverables, and all materials or information arising from this Agreement, and in any and all related letters, patents, trademarks, copyrights, trade secrets, confidential information or any other proprietary rights, intangible property or work product, that are delivered, produced or created in connection with Consultant Services under this Agreement shall vest in and are hereby assigned to the District. Except as provided in this Agreement, Consultant shall retain no right, ownership or title in the Services including all deliverables and all materials or information arising from this Agreement, or any related letters, patents, trademarks, copyrights, trade secrets, confidential information or any other proprietary rights, intangible property or work product. Consultant acknowledges that any copyrightable works prepared by Consultant under this Agreement shall be deemed works for hire under the copyright laws, it being the intent of this Agreement to vest full and exclusive ownership rights in the District, including, but not limited to the exclusive right to prepare derivative works. The Services and all such rights belong to the District for whatever use it desires, and nothing contained herein shall be deemed to constitute a license or franchise in the District.

32. **INFRINGEMENT** Consultant warrants to the District that Consultant, in connection with performing the Services, will not infringe any patent, trademark, copyright, trade secrets, confidential information or any other proprietary right of any person. Consultant further represents and warrants to the District that neither Consultant or any company or

individual performing services pursuant to this Agreement is under any obligation to assign or give any work done under Agreement to any third party.

33. **USE OF DATA / INFORMATION** Information and other data developed or acquired by or furnished to Consultant in the performance of this Agreement shall remain the District's property and shall be used only in connection with the Services provided to the District.

34. **DEFINITION** For purposes of this Agreement, the term "person" shall mean any natural person, firm, association, partnership, corporation or other form of legal entity.

35. **AUTHORIZATION:** this Agreement is authorized by:

☒ **Board Resolution #** _____, attached hereto.

Or

☐ **Other.** Please describe and attach appropriate documentation

Or under \$5,000

☐ **Emergency Request**

36. **DELIVERABLES:** Please list the specific deliverables associated with this Agreement.

The three day workshop will address the needed professional development in the area of writing as identified by building school improvement plans.

IN WITNESS WHEREOF, the District and Consultant have executed this Agreement as of the day and year first written above.

NAME
ADDRESS
CITY, STATE ZIP CODE

**THE SPECIAL ADMINISTRATIVE
BOARD OF THE TRANSITIONAL
SCHOOL DISTRICT OF THE CITY OF
ST. LOUIS**

By: _____

By: _____

Title: Consultant

Title: _____

Date: _____

Date: _____

Tax I.D. No _____

ATTACHMENT A

SCOPE OF SERVICES

☒ **Consultant Services**

- a. 3 day workshop for Grades K-12 on 6 + 1 Traits of Writing
- b.
- c.

☒ **Insurance Coverage**

Comprehensive General Liability:	\$1,000,000 per occurrence
Automotive Liability:	\$500,000 per occurrence
Workers Compensation:	Statutory Limit
Employer's Liability:	\$500,000.00 (If applicable)
Other:	\$0

PAYMENT SCHEDULE

Upon completion of the scope of services and submission of invoices payment will be made within 60 days of the receipt of invoice.

CONTRACT COSTS AND EXPENSES
TO BE PAID BY DISTRICT

The following is a list of the cost and expense that will be paid by the District under the terms of this agreement. Any cost or expense not specifically listed in the section are the responsibility of the Consultant.

FOR OFFICE USE ONLY

Vendor# _____

Requisition# _____

Purchase Order # _____

Board Resolution# _____

ATTACHMENT B

FEDERAL WORK AUTHORIZATION PROGRAM ("E-VERIFY") ADDENDUM

Pursuant to Missouri Revised Statute 285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify). In addition, the business entity must affirm the same through sworn affidavit and provision of documentation. In addition, the business entity must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the services being provided, or to be provided, to the District.

Accordingly, your company:

- a) agrees to have an authorized person execute the attached "Federal Work Authorization Program Affidavit" attached hereto as Exhibit A and deliver the same to the District prior to or contemporaneously with the execution of its contract with the District;
- b) affirms it is enrolled in the "E-Verify" (formerly known as "Basic Pilot") work authorization program of the United States, and are participating in E-Verify with respect to your employees working in connection with the services being provided (to the extent allowed by E-Verify), or to be provided, by your company to the District;
- c) affirms that it is not knowingly employing any person who is an unauthorized alien in connection with the services being provided, or to be provided, by your company to the District;
- d) affirms you will notify the District if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute 285.530, or any regulations issued thereto;
- e) agrees to provide documentation of your participation in E-Verify to the District prior to or contemporaneously with the execution of its contract with the District (or at any time thereafter upon request by the District), by providing to the District an E-Verify screen print-out (or equivalent documentation) confirming your participation in E-Verify;
- f) agrees to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute 285.530; and
- g) agrees that any failure by your company to abide by the requirements a) through f) above will be considered a material breach of your contract with the District.

By: _____ (signature)

Printed Name and Title: _____

For and on behalf of: _____ (company name)

ATTACHMENT C

FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

I, _____, being of legal age and having been duly sworn upon my oath, state the following facts are true:

1. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.

2. I am employed by _____ (hereinafter "Company") and have authority to issue this affidavit on its behalf.

3. Company is enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to Company's employees working in connection with the services Company is providing to, or will provide to, the District, to the extent allowed by E-Verify.

4. Company does not knowingly employ any person who is an unauthorized alien in connection with the services Company is providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

By: _____ (individual signature)

For _____ (company name)

Title: _____

Subscribed and sworn to before me on this _____ day of _____, 200____.

NOTARY PUBLIC

My commission expires:



BOARD RESOLUTION

Date: April 27, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 15-26-11-03

Information: ☐

Action: ☒

Action to be Approved: Contract Renewal

Previous Board Resolution # 06-24-10-43

Prior Year Cost \$85,000.00

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

SUBJECT: To approve a renewal of the sole source contract with Twenty-Second Judicial Circuit Court of Missouri Family Court - Juvenile Division of the Truancy Initiative to work collaboratively with the District to provide services for the period July 1, 2011 through June 20, 2012 at a cost not to exceed \$65,000.00.

BACKGROUND: The program has been an ongoing initiative between the District and the Court for 11 years. The goal of the program is to improve the attendance for those students that are identified through the truancy/educational neglect referral process. This year approximately 383 students have been served and the program continues to be successful in improving the attendance rates for the students in the program.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.C.

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

Fund Source: 880-BG-110-2124-6319	GOB	Requisition #:
Amount: \$65,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$65,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600007378

Department: Student Support Services

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

Dr. Carlinda Purcell, Dep. Supt., Academics

Angela Banks, Budget Director

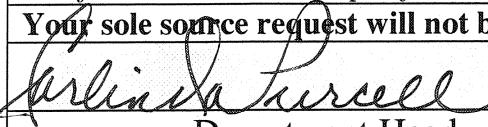
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Megan Marietta	Date: April 20, 2011
Department / School: Professional Development	Phone Number: 314.345.2425
<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)	
To work with the District to increase attendance of the students referred to Family Court for truancy.	
Vendor Name: Twenty-Second Judicial Circuit of Missouri Family Court – Juvenile Division	Email:
Vendor Contact: Joli Baker	Phone Number:
Justification Information	
1. Why the uniquely specified goods are required?	
The State of Missouri mandates that school age children attend school on a regular basis. The St. Louis Public Schools has an Accountability Plan goal to increase the attendance of its students.	
2. Why good or services available from other vendors /competitors are not acceptable?	
Twenty-Second Judicial Circuit of Missouri Family Court – Juvenile Division is the only vendor that has the power to hold both the students and parents accountable for compliance with mandatory school attendance.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
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:	
 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 not met, then the item must be bid.



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: April 20, 2011
Dept / School: Student Support Services		Reported By: Megan Marietta
Vendor: Twenty-Second Judicial Circuit of Missouri Family Court – Juvenile Division		Vendor #: 600007378
Contract # / P.O. #:		Contract Name: Truancy Initiative
Contract Amount: \$ 85,000		Award Date: 06-24-10
Purpose of Contract (Brief Description): To work with the District to increase attendance of the students referred to Family Court for truancy.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 + 3 2 1	
Timeliness of Delivery or Performance	5 4 + 3 2 1	
Business Relations	5 + 4 3 2 1	
Customer Satisfaction	5 4 + 3 2 1	
Cost Control	5 + 4 3 2 1	
Average Score	4.4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements

CONTRACT RENEWAL FOR TRUANCY INITIATIVE PROGRAM

THIS CONTRACT RENEWAL AGREEMENT FOR Truancy Initiative Program ("Agreement") made as of the 1st day of July, 2011, by and between The Special Administrative Board of the Transitional School District of the City of St. Louis (hereinafter "SLPS," "the District," or "SAB"), a corporate and metropolitan school district, with its principal office at 801 North 11th Street, Saint Louis, Missouri, and the Family Court of the Twenty-Second Judicial Circuit Family Court, City of St. Louis (hereinafter the "Family Court", with its principal office at 920 N. Vandeventer, St. Louis, MO 63108 (hereinafter referred to as "Contractor").

Whereas, SLPS and Contractor entered into a contractual agreement dated "July 1, 2010", a true and correct Copy of which is attached hereto as ATTACHMENT 1 and hereby incorporated by this reference (hereinafter referred to as "The Contract"),

Whereas, The Contract includes a renewal option,

NOW, THEREFORE, in consideration of the recitals and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the SAB and Contractor agree as follows:

1. **CONTRACT RENEWAL:** SLPS and Contractor agree to renew The Contract under the same terms and conditions with the exception of the dates of service,
2. **SCHEDULE OF COMPLETION:** The start date of the renewal agreement shall be the effective date of this Agreement. The end date shall be no later than June 30, 2012.
3. **CONTRACT AMOUNT:** The agreed upon contract renewal amount is \$ 65,000.
4. **ALL OTHER TERMS AND CONDITIONS:** All other terms and conditions shall be substantially the same as those set out in The Contract.
5. **AUTHORIZATION:** this Agreement is authorized by:
 _____ Board Resolution # _____, attached hereto.
 Or
 _____ Other:
 Or
 _____ Emergency Purchase Request

IN WITNESS WHEREOF, SLPS and Contractor have executed this Agreement as of the day and year first written.

**The Special Administrative Board
of the Transitional School District
of the City of St. Louis**

**CONTRACTOR
Family Court – Juvenile Division
920 North Vandeventer
St. Louis, MO 63108**

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____



BOARD RESOLUTION

Date: April 28, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 15-26-11-04

Information: ☐

Action: ☒

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-08-10-13

Prior Year Cost \$260,000

SUBJECT: To approve a renewal of the sole source contract with College Summit, a nonprofit corporation, for junior and senior year college access services. The contract is for the period July 1, 2011 through June 30, 2012 for an amount not to exceed \$260,000.

BACKGROUND: College Summit is designed to address the Accountability Plan strategy 10 objectives (10.a and 10.b). The MSIP college placement standard is the most significant benchmark College Summit can assist SLPS in meeting. Data for this standard is compiled through the graduate follow-up study process. Additional data is provided to SLPS through CS-NAV an on-line system. Approximately 1,400 seniors will be enrolled in the College Summit Navigator Class, a credit bearing class to be offered in all SLPS high schools next year that guides students through post-secondary school planning using research-based curricula. Approximately 20% of the District's senior class (280 seniors), will be trained to become College Summit peer leaders in a four-day residential College Summit Workshop. Partners for the 2011 Summer Workshop are: University of Missouri-St. Louis—flagship partner, Ranken, and Washington University.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 10

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

Fund Source: 802-00-110-2325-6319	GOB	Requisition #:
Amount: \$260,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$260,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600011386

Department: Academics

Requestor:


Dr. Carlinda Purcell, Dep. Supt., Academics


Angela Banks, Budget Director

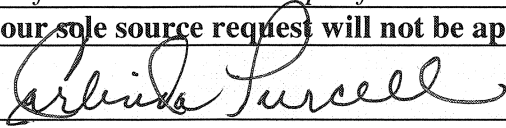

Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent





REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Carlinda Purcell	Date: 4/20/11
Department / School: Academics	Phone Number: 345-2488
<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)	
College Summit is a national non-profit providing a one-of-a kind college access curriculum and data tracking system. College Summit will assist the district by providing a structured way for students to apply to college. In addition, College Summit will provide real time data to the district on how students are progressing toward their post-secondary goals.	
Vendor Name: College Summit	Email: sclay@collegesummit.org
Vendor Contact: Stacy Clay	Phone Number: 314.323.4025
Justification Information	
1. Why the uniquely specified goods are required?	
College Summit provides services to assist students in applying for college. This supports MSIP standard 9.4 *3 college placement	
2. Why good or services available from other vendors /competitors are not acceptable?	
College Summit offers a proprietary program offered by no other vendor. It includes, teacher training, a textbook for students and an on-line management system to track student progress. The implementation of College Summit is district wide in contrast to other college access programs.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
<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:	
	
Department Head	Date
CFO	Date
Superintendent	Date





Vendor Performance Report

Type of report: Final <input type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 4/20/11
Dept / School: Academics		Reported By: Dr. Dan Edwards
Vendor: College Summit		Vendor #: 600011386
Contract # / P.O. / #:		Contract Name: Agreement for the Implementation of the College Summit Program
Contract Amount: \$ 260,000		Award Date: July 1, 2010
Purpose of Contract (Brief Description): College Summit provides a proprietary post-secondary transition management system. This system includes a curriculum and specially trained personnel.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 3 2 1	
Timeliness of Delivery or Performance	5 4 3 2 1	
Business Relations	5 4 3 2 1	
Customer Satisfaction	5 4 3 2 1	
Cost Control	5 4 3 2 1	
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		



BOARD RESOLUTION

Date: April 27, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 05-26-11-05

Information: ☐

Action: ☒

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve the sole source purchase of (6) Vision School Software Site Licenses and (3) Individual Vision School Software Classroom Licenses from Netop for a total cost not to exceed \$19,896.00.

BACKGROUND: This desktop software will enable the Career and Technical Education instructors at each high school to monitor and guide their students through assigned coursework in a more effective manner. The software will give the instructors push-button control over classroom computers.

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-251-1394-6441	Non-GOB	Requisition #: 10124469,10124472
Amount: \$19,896.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$19,896.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600014505

Department: Career and Technical Ed.

Requestor: Tim M. Murrell

Dr. Carlinda Purcell, Dep. Supt., Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Tim M. Murrell	Date: 4/20/2011
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)	
This software was previously purchased for CTE Programs at both Gateway and Soldan High Schools. In an effort to keep the Career and Technical Education classrooms unified, we believe it is best to continue with the same software provider.	
Vendor Name: Netop	Email: lede@netop.com
Vendor Contact: Lenny Dee	Phone Number: 866-725-7836
Justification Information	
1. Why the uniquely specified goods are required?	
2. Why good or services available from other vendors /competitors are not acceptable?	
This software keeps all the Career and Technical Education classrooms unified with the same software.	
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:	
 Department Head	4/21/2011 Date
CFO	Date
Superintendent	Date



Quote Date: 5/2/11
Quote: 040511-83855

Netop Quote

To: Paul Cady

ST LOUIS CITY PUBLIC SCH DIST

Address: 801 N 11TH ST
SAINT LOUIS, MO 63101-1015

Phone: (314) 345-4532

Fax:

Email: paul.cady@slps.org

From: Lenny Dee

Phone: (866) 725-7836

Fax: (503) 352-3413

Email: lede@netop.com

Netop is pleased to provide this quote for the following products:

PRODUCTS

<u>Product</u>	<u>Description</u>	<u>Qty</u>	<u>Unit Price</u>	<u>MSRP</u>
SHP	Shipping and Handling	6	\$45.00	\$270.00
VSKSM-1-700	Vision Site License (Beaumont, Carnahan, C. Miller, Roosevelt, Sumner, Vashon High Schools	6	\$2,899.00	\$17,394.00

MSRP Total: \$17,664.00

Notes:

Terms: Net 14 O.A.C, Credit Card or Cash in Advance
Pricing valid for 60 days from date of quote after which pricing is subject to change.
All prices are quoted in US Dollars

All purchase orders should be submitted as follows:

By Fax to: 503-352-3413

By Email to: operations.us@netop.com

By Mail to: Netop
Attn: Order Desk
15725 SW Greystone Court, Suite 2255
Beaverton, OR 97006

By Phone: 866-725-7833 (credit card orders only)



Quote Date: 5/2/11
Quote: 040111-83744

Netop Product Quote

To: Paul Cady

ST LOUIS CITY PUBLIC SCH DIST

Address: 801 N 11TH ST
SAINT LOUIS, MO 63101-1015

Phone: (314) 345-4532

Fax:

Email: paul.cady@slps.org

From: Lenny Dee

Phone: (866) 725-7836

Fax: (503) 352-3413

Email: lede@netop.com

Address: 15725 SW Greystone Ct., Suite 105
Beaverton, OR 97006

Netop is pleased to provide this quote for the following products:

PRODUCTS

<u>Product</u>	<u>Description</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Total Price</u>
SHP	Shipping and Handling	3	\$45.00	\$135.00
VCKUN-NGAGE-700	Vision Lab Pack (Central VPA, Northwest HS-2)	3	\$699.00	\$2097.00

Total: \$2232.00

Notes:

Terms: Net 14 O.A.C, Credit Card or Cash in Advance

Pricing valid for 60 days from date of quote after which pricing is subject to change.

All prices are quoted in US Dollars



BOARD RESOLUTION

Date: April 27, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : Q5-26-11-06

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 (2) Autodesk Design Academy Perpetual Software Licenses from Depco, LLC, for "Project Lead the Way Programs" at Gateway Institute of Technology and Carnahan High School for a total combined cost not to exceed \$22,310.40.

BACKGROUND: This software is a requirement for Career and Technical Education - "Project Lead the Way Programs". The purchase of this software in a perpetual license format will save money over the current format of purchasing the software on an annual basis.

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-251-1381-6441	Non-GOB	Requisition #: 10124465,10124466
Amount: \$22,310.40		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$22,310.40	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600000157

Department: Career and Technical Ed.

Requestor: Tim M. Murrell

Dr. Carlinda Purcell, Dep. Supt., Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Tim M. Murrell	Date: 4/21/2011
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)	
The Autodesk Design Academy software is a necessary component of Career and Technical Education – Project Lead the Way Programs. The software is only available through regional sales representatives. The regional representative for the Midwest is DEPCO, LLC.	
Vendor Name: DEPCO, LLC	Email: jhoffman@depcolc.com
Vendor Contact: J. Hoffman	Phone Number 800-767-1062
Justification Information	
1. Why the uniquely specified goods are required?	
2. Why good or services available from other vendors /competitors are not acceptable?	
Software only available through regional sales representatives assigned by Autodesk.	
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:	
 Department Head	4/21/2011 Date
CFO	Date
Superintendent	Date



800-767-1062 FAX 620-231-0024 3305 Airport Drive Pittsburg, KS. 66762

St. Louis Public Schools

Paul Cady
Finance Administrator
801 N. 11th
St. Louis, MO 63101
Phone: 314-757-6730 Fax:

5/2/11

Quote Number 11-307-R2

autodesk®
authorized education reseller

SITE # 1 CARNAHAN HIGH SCHOOL				
PART #	DESCRIPTION	PRICE	QTY	TOTAL
200D1-055121-1W01	Autodesk Design Academy Project Lead the Way 2012 Education New SLM, perpetual licenses	409.80	1	409.80
200D1-001161-1041	Autodesk Design Academy Project Lead the Way 2012 New SLM Additional Seat - Minimum 124 Seats, perpetual licenses	77.30	124	9,585.20
200B1-000120-S011	Autodesk Design Academy Project Lead the Way Education Subscription (1 year)	13.00	125	1,625.00
Subtotal				11,620.00
Less Discount 4%)				(464.80)
Shipping				no charge
Software phone support				no charge
Total				11,155.20

SITE # 2 GATEWAY HIGH SCHOOL				
PART #	DESCRIPTION	PRICE	QTY	TOTAL
200D1-055121-1W01	Autodesk Design Academy Project Lead the Way 2012 Education New SLM, perpetual licenses	409.80	1	409.80
200D1-001161-1041	Autodesk Design Academy Project Lead the Way 2012 New SLM Additional Seat - Minimum 124 Seats, perpetual licenses	77.30	124	9,585.20
200B1-000120-S011	Autodesk Design Academy Project Lead the Way Education Subscription (1 year)	13.00	125	1,625.00
Subtotal				11,620.00
Less Discount 4%)				(464.80)
Shipping				no charge
Software phone support				no charge
Total				11,155.20

GRAND TOTAL 22,310.40

Prices are effective for 60 days after which they are subject to change without notice.

NOTE: Orders can be emailed to the following address.
orders@depcolc.com

Thank you for letting DEPCO help with your educational needs.

Please note:: Benefits of Autodesk Subscription Services

Access to online support
Use of previous software versions
Automatic fulfillment to new versions
Early access to latest product enhancements
E-learning lessons, training videos, pod casts



BOARD RESOLUTION

Date: May 3, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 05-26-11-07

Information: ☐

Action: ☒

Action to be Approved: Purchase of Service (s)

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

Previous Board Resolution # 05-13-10-19

Prior Year Cost \$25,125

SUBJECT: To approve the purchase of services with Riddell/All American Sports to recondition and sanitize all of the football helmets and shoulder pads for the high schools. The helmets will also be recertified to ensure that they are still structurally sound and can protect our football players from injury. The period of performance will be April 22, 2011 to June 1, 2011 at a cost not to exceed \$25,090.35.

BACKGROUND: The recertification is a mandatory requirement for all schools according to the National Federation of High Schools. The work on the equipment must be completed before the high school football summer camps in June. The vendor will evaluate the helmets and repair and recertify those helmets that can be used in the future. Those helmets that cannot be recertified will not be returned to the schools. In addition, the vendor will use a sanitization process on the helmets and shoulder pads to protect our athletes from exposure to staff infections.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy:

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

Fund Source: 833-00-110-1422-6338	GOB	Requisition #: 10124012
Amount: \$25,090.35		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$25,090.35	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600000969

Department: Academics

Angela Banks, Interim Budget Director

Dr. Dan Edwards, Assoc. Supt., Middle/High Schools

Dr. Carlinda Purcell, Dep. Supt., Academics

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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Vendor Performance Report

Type of report: Final XX Quarterly <input type="checkbox"/>		Report Date: April 29, 2011
Dept / School: Public High League Office		Reported By: Martin Jenkins
Vendor: Riddell/All American Sports Corp.		Vendor #: 600000969
Contract # / P.O. #: 4500152581		Contract Name: Football Equipment Reconditioning
Contract Amount: \$ 25,125		Award Date: 05-13-10
Purpose of Contract (Brief Description): To recondition and sanitize all high school football helmets and shoulder pads.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X	
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	
	4 X	
	3	
	2	
	1	
Business Relations	5 X	
	4	
	3	
	2	
	1	
Customer Satisfaction	5 X	
	4	
	3	
	2	
	1	
Cost Control	5 X	
	4	
	3	
	2	
	1	
Average Score	4.8	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period. <div style="text-align: right;"> Please Check Yes XX No <input type="checkbox"/> </div>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give
	Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements

2011

1/3

Estimated Parts and Expense for Reconditioning of Football Equipment

HELMETS (LABOR)	QTY.	PRICE	EXT.	
Base Price	498	3.00	1,494.00	
Removal & Inspection of Interior of Interior Parts	498	4.50	2,241.00	
Helmet Shell Preparation, Inspection, Buffing, Shining, Sizing & Packaging	498	5.00	2,490.00	
Face Masks removed & reinstalled	498	4.00	1,992.00	
Major Repairs	0	-		
NOCSAE Surcharge	498	.20	99.60	
RECEIPT ONLY - UNUSED HELMETS	0	1.00		
Helmet Fitting of Team Members	PER REQUEST	0		
STADIUM FIGHTER SERVICE	498	2.00	996.00	
Total (Labor)			\$ 9,312.60	

HELMETS EXTERIOR REPLACEMENT PARTS	QTY.	PRICE	EXT.	
Face Masks - Standard Models: Riddell Models: Z2B, Z2BN, Z3B, Z3BN, G2B, G2BD, G2EG, G2BN, G3BN	78	16.00	1,248.00	
Face Masks - Custom Models: Riddell Models: Z2EG, Z2BD, Z2BDU, Z3BD, ZLT, ZLTDU, ZLTXL, ZLTDXL, G2BDU-R, G2BDC-R, G2BDUC-R, G2BDUC-RXL, G2BDR-XL	35	20.00	700.00	
SCHUTT DNA FACEMASKS	1	42.00	42.00	
Riddell 4-Point low hookup chinstraps Regular Soft Cup (for VSR-4's)	0	5.00	0	
Riddell 4-Point low hookup chinstraps Custom Hard Cup (for VSR-4's)	0	9.00	0	
Riddell 4-Point mid hookup chinstraps Regular Soft Cup (for REVO'S)	0	6.00	0	
Riddell 4-Point mid hookup chinstraps Custom Hard Cup (for REVO'S)	112	9.00	1,008.00	
New mask hardware installed (per helmet)	498	2.30	1,145.40	
New snap hardware installed (per helmet)	498	1.00	498.00	
Painting, Custom Hi Gloss	12	7.75	93.00	
PAINTING, CUSTOM WOLVERINE STYLE	63	14.95	941.85	
Total (Exterior Parts)			\$5,076.25	

2011

2/3

Estimated Parts and Expense for Reconditioning of Football Equipment

HELMETS INTERIOR REPLACEMENT PARTS	QTY.	PRICE	EXT.	
Riddell VSR-4 Helmets:				
Frontal Pads	4	12.00	48.00	
Top Air Liners	1	25.00	25.00	
Back/Neck/Side Air Liners	10	30.00	300.00	
Crown Air Liners	0	25.00	0	
Deflection Shield	0	4.00	0	
Sweatbands	10	1.00	10.00	
Riddell AF-2/WD-2 Helmets				
Frontal Pads	0	12.00		
Back Liners	0	20.00		
Neck Liners	0	20.00		
Top/Side Air Liners	0	30.00		
Deflection Shield	0	4.00		
Sweatbands	0	1.00		
Neck Covers	0	5.00		
AF-2 Crown/Side Inflatable Liner	0	30.00		
Riddell Revolution Helmets				
Back/Neck/Side Inflatable Liners	20	30.00	600.00	
Crown Inflatable Liners	0	25.00	150.00	
Frontal Pads	8	12.00	96.00	
Z-Pad Inflatable Liners	80	6.00	480.00	
Strap Loc's	0	6.00	0	
Sweatbands	25	7.00	175.00	
Quick Release Devices (each)	0	9.00	0	
SCHUTT DNA SUSPENSION LINERS	0	25.00	0	
SCHUTT DNA AIR LINERS (FRONT/TO)	0	30.00	0	
SCHUTT DNA AIR LINERS (BACK/SIDE)	0	30.00	0	
Schutt Pro Air II Helmets:				
Front/Side Pads	0	12.00		
Neck Liners	0	6.00		
Air Sizers	0	30.00		
Stabilizer Liner	0	20.00		
Sweatbands (Non Wrap)	0	6.00		
Front/Side Pads (AIR ADVANTAGE MODEL)	0	8.00		
SCHUTT A-P-ADVANTAGE AIR BLADDERS	0			
Miscellaneous Parts:				
Riddell Air Valves	100	.50	50.00	
Riddell Valve Covers	100	.50	50.00	
Jaw Pads (Per Pair)	30	5.00	150.00	
TOTAL (INTERIOR PARTS)		*	\$2,319	
TOTAL HELMET COST		\$17,301.85		
* INTERIOR PARTS QUANTITIES MAY CHANGE DURING FACTORY PROCESSING *				

2011

3/3

Estimated Parts and Expense for Reconditioning of Football Equipment

SHOULDER PADS (ALL COSTS)	QTY.	PRICE	EXT.	
Base Price (Clean & Sanitize)	505	9.00	4,545.00	
Estimated New Elastic Straps	300	1.75	525.00	
ESTIMATED T-NAILS	300	.50	150.00	
Estimated New Belt & Buckles	20	5.00	100.00	
New Laces Installed	505	.50	252.50	
Minor Repairs (Rivets, Strap Hardware, Etc.)	30	4.00	120.00	
Major Repairs (New Caps, Flaps, Etc.)	7	8.00		
STAPA FIGHTER SERVICES	505	2.00	1,010.00	
TOTAL SHOULDER PAD COST			\$6,702.50	

RECONDITION & REPAIR BATTING HELMETS

10

8

\$ 80

FREIGHT CHARGERS

\$1,000

GRAND TOTAL

\$25,040.35

* 2010 BID EXTENSION - QUANTITY PRICING SAME AS 2010 *

SEE BID # 109728

Bid Submitted By: GARY BOGGER / SALES REP

Company Name & Phone #: RIDDELL/ALL-AMERICAN
6609 SUGAR LAKE
ELYRIA, OH 44035
800-275-5338Address: 6609 SUGAR LAKE
ELYRIA, OH 44035

Representative: GARY BOGGER

Rep. Office & Cell #: O) 030-920-2024 C) 030-394-3093

Location where work will be performed:

RIDDELL/ALL-AMERICAN
6609 SUGAR LAKE
ELYRIA, OH 44035



BOARD RESOLUTION

Date: April 20, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 05-26-11-08

Information: ☐

Action: ☒

Action to be Approved: Purchase of Good(s)

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

Previous Resolution 06-24-10-56

Previous Amount: \$500,000.00

SUBJECT: To approve the purchase of Replacement Textual Materials for the period beginning July 1, 2011 through June 30, 2012 with multiple vendors (listed below) at a cost not to exceed \$500,000.00.

BACKGROUND: Under the direction of the Chief Academic Office, textual materials are required to support the District's approved curriculum. These materials must be purchased to replace consumed, lost and/or damaged books annually. The District will continue to purchase replacement textual materials from the following:

American Technical Publishers, Bedford Freeman Worth Publishing, Cengage Learning, D C Heath and Company, Davis Publications, Glencoe/McGraw-Hill, Goodheart Wilcox, Holt McDougal, Holt Rinehart Winston, Houghton Mifflin, Jones and Bartlett, Kinectic Books, MacMillan/McGraw-Hill, McDougal Littell, Pearson AGS Globe, Pearson Prentice Hall, Peoples Publishing, Prentice Hall, Scott Foresman Pearson, Scott Foresman, SRA/McGraw-Hill.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.5.

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

Fund Source: 847-00-110-2218-6421	GOB	Requisition #:
Amount: \$500,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$500,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: Various

Department: Curr. and Instruction


Sheila Smith-Anderson, Exec. Dir. Curr. & Instruction


Dr. Carlinda Purcell, Dep. Supt., Academics


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

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BOARD RESOLUTION

Date: April 27, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Dan Edwards, Assoc. Supt., High/Middle Schools

Agenda Item: 05-26-11-09

Information: ☐

Action: ☒

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a sole source purchase of Advanced Placement (AP) Exam slots from the College Board for the amount of \$78 per student for the 2011 College Board AP Exam at a total cost not to exceed \$20,000.

BACKGROUND: The District has been supporting the AP program since 2007 and since the testing process is the culminating experience, we would like to continue the support of our college bound students with the opportunity to achieve college credit while in high school by taking the AP exams.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 4

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

Fund Source: 816-00-110-2331-6412	GOB	Requisition #: 10124181
Amount: \$20,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$20,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600002136

Department: HSGI

Requestor: Dr. Dan Edwards

Dr. Dan Edwards, Assoc. Supt., High/Middle Schools

Angela Banks, Budget Director

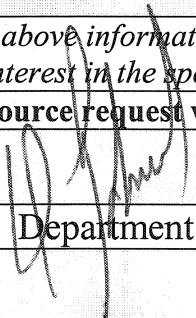
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: 5-14-11
Department / School: HSGI	Phone Number: 314-345-2300
<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)	
Vendor Name: College Board	Email:
Vendor Contact: ETS Services	Phone Number 610-290-8979
Justification Information	
1. Why the uniquely specified goods are required?	
When Advanced Placement students complete their courses in May, they are expected to take the AP exam in order to receive college credit. These funds are needed to support our AP students. AP exams may serve as a culminating of the AP classes.	
2. Why good or services available from other vendors /competitors are not acceptable?	
AP Exams are the sole product of College Board.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
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:	
	
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 not met, then the item must be bid.



BOARD RESOLUTION

Date: April 27, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Jesolyn Larry, Interim Chief Information Ofc.

Agenda Item : D5-26-11-10

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 of an additional 5000i Scantron OpScan 10 Scanner from Scantron Corporation to be used by the District to score formative assessments and academic program evaluations/surveys at a cost not to exceed \$43,415.00.

BACKGROUND: The additional scanner will be used with a scanner purchased in the 2009-10 school year to replace a 15 year old scanner used to score assessments and complete academic program evaluations in a more timely and cost effective way.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.A.

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

Fund Source: 981-75-360-2828-6541	GOB	Requisition #: 10124292
Amount: \$43,415.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$43,415.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600002739

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Dr. Jesolyn Larry, Interim Chief Information Ofc.

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director


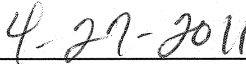
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

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REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Cleopatra Figgures	Date: April 21, 2011
Department / School: Accountability	Phone Number: 314-3454536
<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)	
Scantron 5001, OpScan 10 Scanner	
Vendor Name: Harland Technology	Email: Amy_Leuer@scantron.com
Vendor Contact: Amy Leuer	Phone Number: 1800-2283628 X 6304
Justification Information	
1. Why the uniquely specified goods are required?	
Will be used with scanner obtained in 2010-11 for scoring all district formative assessments and academic program evaluations/surveys	
2. Why good or services available from other vendors /competitors are not acceptable?	
Two scanners will improve the efficiency of the office and provide more timely assessment and survey results	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
4. List the Names of other Vendors contacted & Price Quotes:	
None	
<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:	
	
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 not met, then the item must be bid.



www.scantron.com

Proposal for:

OpScan[®] 10 Scanning System

Proposal to

St. Louis Public Schools

Proposal date:

April 12th, 2011

Submitted by:

James Frodsham
Account Executive

Scantron Corporation

19618 W. 97th St.
Lenexa KS 66220
[T] 1.800.722.6876 x 7682
[C] 714.403.4830
[F] 816.817.1535
www.scantron.com

OpScan 10, Model 10/60, Scanning System

The OpScan 10 is a fully automated optical mark read (OMR) scanner that provides the perfect balance of function and affordability. Automatic sheet thickness detection ensures that each sheet of paper will be read individually, while skew detection permits accurate reading of documents that have been creased or crumpled in handling.

There are 2 models of the OpScan Model **10/60** (6000 forms per hour). The OpScan 10 was designed for speed, accuracy, and easy operation. The system includes the scanner, PC Controller, and ScanTools® Plus software. Two output stackers allow users to direct forms via the software program into differing stackers based on scanning results. For added utility, an optional bar code reader can be added to provide immediate, automatic bar code identification for a variety of barcode formats.

Features that enhance throughput

- **Fast** – The OpScan 10, Model 10/60, reads up to 6,000 sheets per hour.
- **Dual-Side Pencil Read** – The OpScan 10 reads the top and bottom of a scan form in a single pass through the scanner.
- **On Sheet Processing** - ScanTools Plus begins to translate data as soon as the grid passes the read head. Consequently, most typical forms are completely processed, including edits, by the time the form completely leaves the read head. Software does not decrease throughput.
- **High-Capacity Automatic Feed** – Up to 500 sheets may be loaded at a time to speed processing and minimize operator intervention.
- **High-Capacity Output Stacker** - 500 sheet input and primary output stacker.
- **Programmable Select Stacker** – The OpScan 10 can, under control of the ScanTools Plus software, automatically route unrecognized forms, or forms with missing or incomplete information, to an alternate output “select stacker” rather for problem resolution. The result is higher productivity because the scanner continues to run rather than stopping while the problem is resolved. The OpScan 10 select stacker has a 250-sheet capacity.
- **De-skew Mechanism** - The dynamic mechanism straightens misaligned forms and eliminates machine stoppages due to skewed and unrecognized forms. The active mechanical de-skew not only enhances processing speed, but it eliminates the chance of skewed forms creating data errors.
- **Operator-Friendly Design** - The input, output and single operation button are all grouped together on the scanner, minimizing operator movement and response time.

Features that enhance data integrity

- **Sheet Thickness Detector** - The sheet thickness detector uses the thickness of the first sheet picked as a standard by which to judge subsequent sheets. If the thickness of any form varies from this standard (either thicker or thinner), an error is generated. This ensures data integrity by not allowing different sheets to be combined into the same output record.
- **Accuracy** – Scantron's grey-scale mark discrimination provide the capability to automatically differentiate between intended marks and smudges or poor erasures.

Features that enhance ease of operation

- **Open Feed Path** - The open feed path allows for easy cleaning and removal of forms, thereby reducing downtime and increasing processing efficiency.
- **Hinged Read Head** - Read head is easy to lift for cleaning and clearing of obstructions.
- **Feed Path Turnaround** – The feed path is designed to flip the scan forms as they pass through the scanner so the forms are in the same order with the same orientation as they were before they were scanned. This design feature is particularly helpful for scan jobs that use header sheets to designate groups of forms and for multiple-page scannable booklets.
- **Compact Operating Area** - The input, output, and controls are all in the same vicinity, minimizing operator movement.
- **Single Button Operation** - Scanning can be accomplished with the use of only a single READY button on the scanner.

Options

- An optional bar code reader that can be used to read bar-coded respondent or other identification information.
- An optional interactive transport printer that can print information on each form, based on the information read from that form, as the form passes through the scanner. Typical information that is printed includes scan date, batch and/or document number, test scores, and error messages.

If you are interested in these options, please contact Account Executive at (800) 722-6876 x 7682 for additional information and pricing.

Scantron Corporation

For more than three decades, Scantron has helped education, commercial, and government organizations worldwide measure and improve effectiveness with assessment and survey solutions. The company provides tools for the rapid, accurate and reliable capture of data with innovative software and survey solutions that leverage the company's expertise in world-class forms printing and scanner manufacturing. Today, nearly 80% of schools in the United States use Scantron products.

OpScan 10 Pricing Summary

Description	Qty	Unit Price	Annual Maintenance (after 1 st 90 days)
OpScan 10, Model 10/60, Scanning System: <ul style="list-style-type: none"> Duplex top and bottom pencil read heads 6,000 sheets per hour throughput Includes Bar Code Reader PC Controller running Windows XP ScanTools Plus Software with score Scanner comes with a 90 day on-site warranty 1 year ScanTools Plus support subscription 	1	\$35,827	\$7,038
Total Includes OpScan 10 & 1st year of On-Site Maintenance		Sub Total	\$42,865
Shipping	1		\$250
On-Site Installation	1		\$300
Grand Total			\$43,415

Multiple-Year Prepaid Extended On-Site Warranty (paid at the time of scanner purchase)- regular price \$9,384 per scanner		Discount	Annual Maintenance per scanner
One additional year		5%	\$8,915
Two additional years		9%	\$17,078
Three additional years		13%	\$24,492
Four Additional years		16%	\$31,530

To place an order, please fax a copy of the purchase order to: (F) 816.817.1535

Or mail to:

James Frodsham
Account Executive

Scantron Corporation

19618 W. 97th St.
Lenexa KS 66220
[T] 1.800.722.6876 x 7682
[C] 714.403.4830
[F] 816.817.1535
www.scantron.com

For additional information, please contact:

This pricing is subject to change after 30 days from the date of this proposal.



BOARD RESOLUTION

Date: April 27, 2011

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Jesolyn Larry, Interim Chief Information Ofc.

Agenda Item : 05-26-11-11

Information: ☐

Action: ☒

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-08-10-05

Prior Year Cost \$18,637.00

SUBJECT: To approve a contract renewal with nFocus Software to continue support of the electronic registration and accounting system for Community Education to be provided from July 1, 2011 to June 30, 2012 at a cost not to exceed \$18,637.00.

BACKGROUND: nFocus Software was selected in 2009 through the RFP process to design and implement an electronic registration and accounting system for the Community Education programs. The system has been implemented and is capable of providing statistical data to measure community collaboration, participant data and program outcomes. In addition it helps support the management of the Community Education program. This will be the third year of the original three year agreement.

Accountability Plan Goals: Goal III: Facilities, Resources Support


Objective/Strategy: III.A.

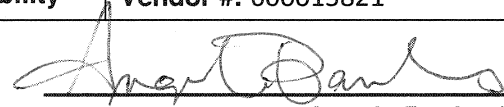
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type – 2218 Function– 6411 Object Code)


Fund Source: 981-75-110-2828-6319	GOB	Requisition #:
Amount: \$18,637.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$18,637.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600013821

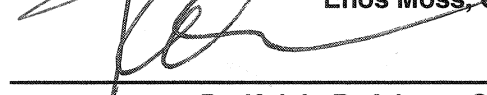
Department: Technology Services


Dr. Jesolyn Larry, Interim Chief Information Ofc.


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

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Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: 4/27/11
Dept / School: Community Education		Reported By: Megan Owens
Vendor: nFocus Software		Vendor #: 600013821
Contract # / P.O. #: 4500153404		Contract Name:
Contract Amount: \$18,637		Award Date:
Purpose of Contract (Brief Description): To support the electronic registration and accounting system for community Education		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5	
	4	
	③	
	2	
	1	
Timeliness of Delivery or Performance	5	
	4	
	③	
	2	
	1	
Business Relations	5	
	④	
	3	
	2	
	1	
Customer Satisfaction	5	
	4	
	③	
	2	
	1	
Cost Control	5	
	4	
	③	
	2	
	1	
Average Score	3.20	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period. <div style="text-align: right;"> Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> </div>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report	Identify if this is a final report or a quarterly report (3 months)
Report Date	The date the report is prepared
Department	Indicate the name of the reporting department
Reported By	Please sign your name
Vendor	Enter the vendor's name
Vendor Number	Enter the vendor's assigned number
Contract # / PO #	Enter the assigned contract # or the purchase order # for the goods or services being reported
Contract Name	The official name used when the contract was solicited
Contract Amount	The total dollar value of the contract: the amount listed on the Board Resolution
Award Date	Enter the date that the Board approved this contract
Contract Description	Provide a brief description of the work being done under the contract
Performance Ratings	In the comment column provide the rationale for the rating you give
	Indicate the contract requirements that were exceeded, were not exceeded, or were not met by the vendor

Performance Ratings Guidelines

Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor problems; Satisfactory corrective actions
2	Marginal	Some performance requirements not met; Performance reflects some serious problem; Ineffective corrective actions
1	Unsatisfactory	Most performance requirements are not met; Recovery not likely

Performance Categories Descriptions

Category	Description
Quality of Goods and / or Services	Rate the vendor's technical performance or the quality of the product or services delivered under the contract
Timeliness of Delivery or Performance	Rate the vendor's performance based on the delivery requirements of the contract. If the vendor significantly exceeded the requirements (to SLPS' benefit); quickly resolved delivery issues
Business Relations	Rate the vendor's professionalism; responsiveness; significantly exceeded expectations; customer service; limited change orders
Customer Satisfaction	Rate the vendor based on feedback you receive from your customers (end-users)
Cost Control	Make your ratings based on the vendor's effectiveness in forecasting, managing and controlling contract cost. This assesses whether the vendor met original cost estimated or needed to negotiate cost changes to meet contract requirements



Board Resolution

Date: April 21, 2011

Agenda Item: 05-26-11-12

To: Dr. Kelvin R. Adams, Superintendent

Information: _____

From: Dr. Jesolyn Larry, Interim Information Technology Officer

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X Board Resolution Amendment

SUBJECT:

To approve the amendment of Board Resolution 02-17-11-11 for an increased total dollar limitation for the purchase of computer equipment to be purchased from Dell Corporation. The current limitation of \$3,000,000, which was approved on February 17, 2011 is to be increased by \$2,500,000 for a total limitation of \$5,500,000.

BACKGROUND:

The original Board Resolution (09-09-10-06) was approved in the amount of \$2,000,000 which was based on the amount spent on similar purchases in the 2009-10 school year. The availability of Title I A funds, Title I Stimulus funds, and School Improvement Grant funds has significantly increased the number of computers that are being requested by the schools. The number of computers being requested by the schools using the School Improvement Grant funds and Title I Stimulus funds has far exceeded all of our earlier estimations. In addition, we anticipate purchasing a large number of computers for the updating of the computer labs with the Proposition S funds earmarked for technology. We now anticipate that the Technology Services Department and the schools will purchase a combined total of nearly 7,500 computers before the end of the school 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: - - - -
Amount: \$ 2,500,000.00

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:


Cost not to Exceed: \$ 2,500,000.00

☐ Pending Funding Availability

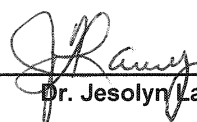
Vendor #:

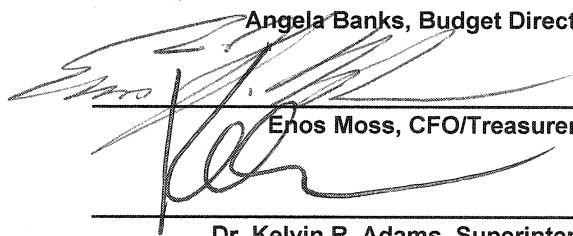
600005394


Department: Technology



Angela Banks, Budget Director


Dr. Jesolyn Larry, Interim Information Technology Officer


Enos Moss, CFO/Treasurer


Mary M. Houlihan, Dep. Supt., Operations


Dr. Kelvin R. Adams, Superintendent



Board Resolution

Date: April 21, 2011

Agenda Item: 0526-11-23

To: Dr. Kelvin R. Adams, Superintendent

Information: _____

From: Dr. Jesolyn Larry, Interim Information Technology

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

X Board Resolution Amendment

SUBJECT:

To approve the amendment of Board Resolution 02-17-11-12 for an increased total dollar limitation for the purchase of interactive boards and projection systems to be purchased through multiple vendors. The current limitation of \$750,000, which was approved on February 17, 2011 is to be increased by \$2,750,000 for a total limitation of \$3,500,000.

BACKGROUND:

The original Board Resolution (09-09-10-07) was approved in the amount of \$150,000 which was based on the amount spent on similar purchases in the 2009-10 school year. The availability of Title I A funds, Title I Stimulus funds, and School Improvement Grant funds has significantly increased the number of interactive boards and projection systems that are being requested by the schools. The number of interactive boards being requested by the school using the School Improvement Grant funds and Title I Stimulus funds has far exceeded all of our earlier estimations. In addition, we anticipate purchasing a large number of interactive boards for the updating of the computer labs with the Proposition S funds earmarked for technology. We now anticipate that the Technology Services Department and the schools will purchase up to 800 interactive boards before the end of the school 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: - - - -
Amount: \$ 2,750,000.00

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Cost not to Exceed: \$ 2,750,000.00

☐ Pending Funding Availability

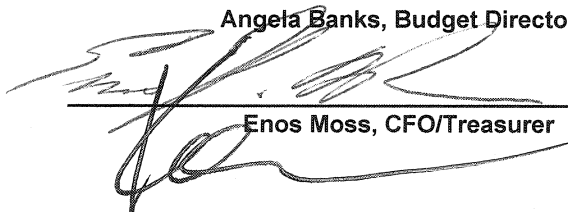
Vendor #:

Various

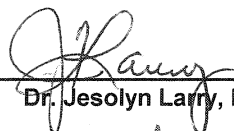
Department: Technology



Angela Banks, Budget Director



Enos Moss, CFO/Treasurer



Dr. Jesolyn Larry, Interim Information Technology Officer



Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Board Resolution

Date: April 28, 2011

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 05-26-11-14

Information: _____

Action: X

Action to be Approved:

X

Memorandum of Understanding

Previous Board Resolution 06-24-10-28

Other Transaction Descriptors: _____

SUBJECT:

To approve the renewal of the Memorandum of Understanding (MOU) with The Little Bit Foundation to provide basic essentials such as uniforms, clothing, shoes, underwear, school supplies and hygiene items to those students in need who attend designated District elementary schools. The MOU will be for the period July 1, 2011 to June 30, 2012.

BACKGROUND:

The Little Bit Foundation currently serves ten schools and has met their goal to serve 100% of the children in need who have submitted requests through the school liaison. The schools currently served are: Bryan Hill, Clay, Cole, Columbia, Henry, Herzog, Hodgen, Mann, Sigel, and the International Welcome School. For the 2011-2012 school year, The Little Bit Foundation hopes to expand the program to two more elementary schools.

Accountability Plan Goal: Goal IV: Parent, Community Involvement

Objective/Strategy:

IV.A.

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

Fund Source: - - - -
Amount: No Cost

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Cost not to Exceed: No Cost

☐

Pending Funding Availability

Vendor #:

Department: Development Office

Requestor: Linda Riekes

Blake Youde, Dep. Supt. - Institutional Advancement

Angela Banks

Angela Banks, Budget Director

Enos Moss

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Memorandum of Understanding
Performance Standard(s)
Report

Agency: The Little Bit Foundation

School: _Bryan Hill, Clay, Cole, Columbia, Henry, Herzog, Hodgen, Mann, Sigel and the
International Welcome School

From: July 1, 2010 **To:** June 30, 2011

Performance Standard 1: The Little Bit Foundation will serve 100% of the children in need
that have submitted requests through the school liaison.

Status: All children who had requests submitted were served.

Performance Standard 2: The Little Bit Foundation will provide services with the utmost
care and compassion and treat every child with dignity and respect.

Status: Little Bit has met this objective as evidenced by SLPS school faculty.

Performance Standard 3: _____

Status: _____

Performance Standard 4: _____

Status: _____

Performance Standard 5: _____

Status: _____

Submitted by: Leah Rucko

Date: 4/28/11

Reviewed by: [Signature] Kim Coyne

Date: 4/28/11

Recommendation:

☐ Continue

☐ Discontinue



Board Resolution

Date: April 28, 2011

To: Dr. Kelvin R. Adams, Superintendent

From:

Agenda Item: 05-26-11-15

Information: _____

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

☒ Memorandum of Understanding
Previous Board Resolution 06-24-10-27

SUBJECT:

To approve the renewal of the Memorandum of Understanding (MOU) with Coat-A-Kid, Inc. to provide new coats, hats and gloves to those students in need and to fit these coats on students with help from the staff at the elementary and special needs schools where needs are identified by the District. The MOU will be for the period July 1, 2011 to June 30, 2012.

BACKGROUND:

Coat-A-Kid, Inc. has worked in a number of District schools over the past several years. During the 2010-2011 school year, the organization provided 2,115 new coats, hats and gloves to children at thirty-six District schools. For the 2011-2012 school year, Coat-A-Kid, Inc. will be attending elementary staff worker meetings to provide details of the program to facilitate delivery of the coats. In addition, the organization is considering expanding the program into several middle schools.

Accountability Plan Goal: Goal IV: Parent, Community Involvement Objective/Strategy: IV.A.

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

Fund Source: - - - -
Amount: No Cost

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

Fund Source: - - - -
Amount:

Requisition #:

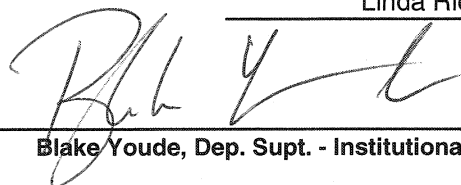
Cost not to Exceed: No Cost

☐

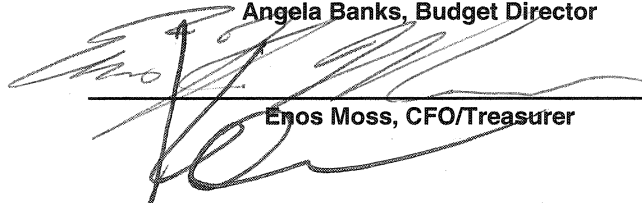
Pending Funding Availability Vendor #:

Department: Development Office

Requestor: Linda Riekes


Blake Youde, Dep. Supt. - Institutional Advancement


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Memorandum of Understanding
Performance Standard(s)
Report

Agency: Coat-A-Kid, Inc.

School: Thirty-six District Schools

From: July 1, 2010 **To:** June 30, 2011

Performance Standard 1: Coat-A-Kid, Inc. will provide new coats, gloves, and hats. The number of recipients will be mutually agreed upon by SLPS and Coat-A-Kid, Inc.

Status: Coat-A-Kid, Inc. provided 2,115 new coats, gloves, and hats to SLPS students either on a first time basis or as a replacement between October 1, 2010 and March 15, 2011.

Performance Standard 2: Coat-A-Kid, Inc. will serve students who were provided anew coat but have been identified as needing to have a replacement coat. The number of recipients will be mutually agreed upon by SLPS and Coat-A-Kid, Inc.

Status: See above.

Performance Standard 3: _____

Status: _____

Performance Standard 4: _____

Status: _____

Performance Standard 5: _____

Status: _____

Submitted by: Lt Ricks

Date: 4/28/11

Reviewed by: [Signature] Kevin Lyle

Date: 4/28/11

Recommendation:

☐ Continue

☐ Discontinue