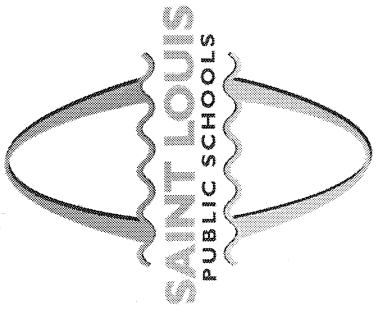




BOARD MEETING

TUESDAY, MARCH 13, 2012

A G E N D A

SPECIAL ADMINISTRATIVE BOARD

MR. RICK SULLIVAN

MS. MELANIE ADAMS

MR. RICHARD GAINES

SUPERINTENDENT OF SCHOOLS

DR. KELVIN R. ADAMS

Meeting Agenda

Meeting Agenda

Meeting Agenda

ST. LOUIS PUBLIC SCHOOLS

SPECIAL ADMINISTRATIVE BOARD MEETING

MARCH 13, 2012 REGULAR MEETING/6:00PM

ADMINISTRATIVE BUILDING- 801 N. 11TH STREET

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes
 - a) February 16, 2012
5. Recognitions
6. Public Comments
7. Superintendent's Report
 - a) Information Item(s)
 - 1) E-Rate
 - 2) Technology (IPads)
 - 3) Summer School
 - 4) Food Services
 - b) Business Items
 - 1) Consent Agenda
8. Board Member Updates
9. Adjournment

NOTES:

**ST. LOUIS PUBLIC SCHOOLS
SUPERINTENDENT'S REPORT
March 13, 2012**

1.0 Preliminary

1.1 CONSENT AGENDA

- a) Information Item(s)
 - 1) E-Rate
 - 2) Technology (IPads)
 - 3) Summer School
 - 4) Food Services
- b) Business Items
 - 1) Consent Agenda

1.2

03-13-12-01

To ratify a contract with Checkmate Partners to provide temporary staffing to support the Fiscal Control Department in addressing key audit concerns for the period January 9, 2012 through June 30, 2012 at a cost not to exceed \$80,000.

FUNDING SOURCE: GOB

03-13-12-02

To approve the amendment of a contract renewal with Rubin Brown originally approved under Board Resolution Number 06-30-11-28, to increase the total limitation by \$9,600. The original contract called for the audit plan for 6 major federal programs and approved a dollar limitation of \$189,500. However, the actual number audited was 8 at an additional cost of \$4,800 for each of the 2 additional programs. The total dollar limitation for this contract will now be \$199,100 for the current fiscal year.

FUNDING SOURCE: GOB

03-13-12-03

APPROVED AT THE
2/16/12 MEETING

To approve the amendment of a contract with Raineri Construction originally approved under Board Resolution Number 02-16-12-22, to increase the total dollar limitation by \$146,600 which also includes a 10% contingency of \$13,327 to renovate the career and technical education culinary classroom at Beaumont High School. The original approved dollar limitation of \$467,943 that included a 10% contingency of \$42,540 did not allow for the cost of the kitchen equipment. If this request is granted, the total dollar limitation for this contract will now be \$614,543 for the current fiscal year.

FUNDING SOURCE: Prop S

03-13-12-04

APPROVED AT THE
2/16/12 MEETING

To approve the amendment of a contract with Huber & Associates originally approved under Board Resolution Number 06-16-11-21, to increase the total dollar limitation by \$22,000 which also includes a 13.5% contingency of \$2,656.05. The original contract approved a dollar limitation of \$600,000 that included a 10% contingency of \$55,000. This amendment will allow for the purchase and implementation of back-up software for the virtualized server environment. If this request is granted, the total dollar limitation for this contract will now be \$622,000 for the current fiscal year.

FUNDING SOURCE: Prop S

03-13-12-05

To approve the amendment of a sole source contract renewal with Tyler Technologies under Board Resolution Number 06-16-11-55, to increase the total dollar limitation by \$36,000. The original contract approved a dollar limitation of \$355,000. This amendment will append the contract to allow for an application software upgrade to the Individualized Educational Plan (IEP) model in the Student Information System. If this request is granted, the total dollar limitation for this contract will now be \$391,000 current fiscal year.

FUNDING SOURCE: GOB

- 03-13-12-06** To approve the amendment of a contract renewal with Xerox under Board Resolution Number 05-05-11-16, to increase the total dollar limitation by \$6,000. The original contract approved a dollar limitation of \$1,200,000. This amendment will append the contract to allow for the operation and maintenance of the *networkable printers* that are *located only within* the Administrative Building. If this request is granted, the total dollar limitation for this contract will now be \$1,206,000.00.
FUNDING SOURCE: GOB
- 03-13-12-07** To approve the January Monthly Budget Transaction Report.
- 03-13-12-08** To approve the Comprehensive Annual Financial Report (CAFR) and the Compliance Report for the Fiscal Year Ended June 30, 2012.
- 03-13-12-09** To approve adoption of a *Social Media Policy* in accordance with the Amy Hestir Act.
APPROVED AT THE
2/16/12 MEETING
- 03-13-12-10** To approve a Memorandum of Understanding with Kids Voting Missouri for the period March 14, 2012 through November 30, 2012 to give SLPS students the opportunity to vote in the *Kids Voting Missouri 2012 Presidential Election*.
FUNDING SOURCE: N/A
- 03-13-12-11** To approve a Memorandum of Understanding with Counseling Network for the period March 14, 2012 through June 30, 2013 to provide therapeutic counseling services to students at Bevo Long, Woerner, Buder, Lyon @ Blow and Oak Hill Schools.
FUNDING SOURCE: N/A
- 03-13-12-12** To approve a Memorandum of Understanding with Community Conflict Services for the period March 14, 2012 through June 30, 2013 to establish a partnership for Long School to improve school safety by decreasing violent behavior.
FUNDING SOURCE: N/A
- 03-13-12-13** To approve a contract with The Center for School Improvement Leadership Institute (CSl) to provide customized professional development training on February 17, 2012 to 18 elementary schools at a cost not to exceed \$10,000.
APPROVED AT THE
2/16/12 MEETING
FUNDING SOURCE: Non-GOB
- 03-13-12-14** To approve a contract with the SEK Group to work with Clyde C. Miller's principal for the period March 14, 2012 through June 30, 2012 in the development of partnerships with local businesses and universities in an amount not to exceed \$3,500 (*This request is being submitted for SEK has an active contract with the Small Learning Communities valued at \$7,000 under Board Resolution Number 09-20-11-04.*)
FUNDING SOURCE: GOB
- 03-13-12-15** To approve a contract with IPNS, LLC to provide Uninterruptible Power Supply equipment for the period July 1, 2012 through June 30, 2012 at a cost not to exceed \$11,203.92, pending funding availability.
FUNDING SOURCE: GOB
- 03-13-12-16** To approve a contract with IPNS, LLC for CISCO to provide networking monitoring services for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$150,000, pending funding availability.
FUNDING SOURCE: GOB

03-13-12-17

APPROVED AT THE
2/16/12 MEETING

To approve a contract with Ahrens Contracting, Inc. to provide demolition of the former Hodgen Elementary School at a cost not to exceed \$351,754 which includes a 10% of contingency of \$31,977. The work shall begin on February 17, 2012 and completed by August 1, 2012.

FUNDING SOURCE: Prop S

03-13-12-18

APPROVED AT THE
2/16/12 MEETING

To approve a contract with Envirotech, Inc. to provide hazardous materials abatement for the demolition of the former Hodgen Elementary School at a cost not to exceed \$422,525 which includes a 10% contingency of \$38,411. The work shall begin on February 17, 2012 and completed by August 1, 2012.

FUNDING SOURCE: Prop S

03-13-12-19

APPROVED AT THE
2/16/12 MEETING

To approve a contract with Patraba Electrical Systems, LLC to provide RE-4 router electrical installations at 5 schools at a cost not to exceed \$61,765 which includes a 10% contingency of \$5,615. The work shall begin on February 17, 2012 and completed by May 1, 2012.

FUNDING SOURCE: Prop S

03-13-12-20

To approve the purchase of 110 window air conditioning units from HD Supply Facilities Maintenance through US Communities, Government Purchasing Alliance for Gateway High School at a cost not to exceed \$58,410.

FUNDING SOURCE: Prop S

03-13-12-21

APPROVED AT THE
2/16/12 MEETING

To approve the purchase and installation of tables, chairs and whiteboards from National Business Furniture for the "Safety and Security Command Center" at a cost not to exceed \$16,225 that includes a 10% contingency of \$1,475. The work shall begin on March 14, 2012 and completed by April 30, 2012.

FUNDING SOURCE: Prop S

03-13-12-22

To approve the purchase of equipment, i.e., storage carts, screen protectors and covers, from various vendors for the iPad Initiative at a total cost not to exceed \$75,000

FUNDING SOURCE: GOB

03-13-12-23

To approve a sole source purchase of the DynaVox Maestro from DynaVox Technologies at a cost not to exceed \$8,025.

FUNDING SOURCE: Non-GOB

APRIL 12, 2012 ITEM(S) FOR CONSIDERATION

04-12-12-01

To approve and adopt the FY 2012-2013 School Calendar.

04-12-12-02

To approve Summer School 2012 at a total cost not to exceed \$3,000,000, pending funding availability.

FUNDING SOURCE: Non-GOB

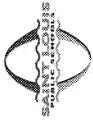
04-12-12-03

To approve the amendment of the contract with IPNS, LLC previously approved under Board Resolution Number 02-16-12-28 for CISCO network equipment and end-of life maintenance services. The Board originally approved a limitation of \$30,703.92. This request is for an additional dollar increase of \$78,398.58. If granted, the total dollar limitation for this contract will now be \$109,102.50

FUNDING SOURCE: GOB

- 04-12-12-04** To approve the amendment of the contract renewal with Charter Business Solutions previously approved under Board Resolution Number 03-10-11-10 with a dollar limitation of \$60,000. This request is for an additional dollar increase of \$21,000 to increase the bandwidth of the internet access which will increase the speed. If this request is granted, the total dollar limitation for this contract will now be \$81,000.
FUNDING SOURCE: GOB
- 04-12-12-05** To approve a contract renewal with AT&T for cellular/wireless telephone services for the period July 1, 2012 through June 30, 2013 in an amount not to exceed \$28,000, pending the availability of funds.
FUNDING SOURCE: GOB
- 04-12-12-06** To approve a contract renewal with Achievement Commitment Excellence Learning Centers (ACE) to provide the alternative Summer School Program for the period June 4, 2012 through June 28, 2012 at a cost not to exceed \$160,000, pending the availability of funds.
FUNDING SOURCE: Non-GOB
- 04-12-12-07** To approve the renewal and amendment of the contract with Teach for America to provide recruiting and training for 70 first year teachers for the 2012/2013 school year at a cost of \$2,500 per teacher. In addition, a payment of \$2,500 per teacher for 70 second year teachers is also required. The cost of the contract for the 2012/2013 school year is not to exceed \$350,000.
FUNDING SOURCE: GOB
- 04-12-12-08** To approve a sole source contract renewal with Dr. Elizabeth Sale for evaluation services of the 21st Century Learning Center Programs for the period April 13, 2012 through June 30, 2012 at a cost not to exceed \$11,500.
FUNDING SOURCE: Non-GOB
- 04-12-12-09** To approve a contract with J.L. Brown Contracting to renovate the Greenhouse at Gateway High School. The work shall begin on March 14, 2012 and completed by May 30, 2012 at a cost not to exceed \$215,600 that includes a 10% contingency of \$19,600.
FUNDING SOURCE: Prop S
- 04-12-12-10** To approve a contract with Hankins Construction to provide signs in front of the schools listing the Prop S work to be made. The work shall begin on April 1, 2012 and completed by August 1, 2012 at a cost not to exceed \$51,150 that includes a 10% contingency of \$4,650.
FUNDING SOURCE: Prop S
- 04-12-12-11** To approve a contract with World Wide Technology to replace all network equipment within the District for the period July 1, 2012 through February 1, 2014 at a cost not to exceed \$874,765.
FUNDING SOURCE: Prop S
- 04-12-12-12** To approve the purchase of services from Riddell/All-American to recondition and sanitize all of the football helmets and shoulder pads for the high schools for the period April 13, 2012 through June 1, 2012 at a cost not to exceed \$25,500.
FUNDING SOURCE: GOB
- 04-12-12-13** To approve a sole source purchase from Scholastic Education of the technology plans for middle and high school using Read 180 at a cost not to exceed \$39,161.25.
FUNDING SOURCE: GOB

March 13, 2012



Board Resolution

Date: February 3, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Enos K. Moss, CFO/Treasurer

Agenda Item: 03-13-12-01

Action: X

Action to be Approved:
X Contract

Other Transaction Descriptors: Ratification

SUBJECT:

To ratify a contract with Checkmate Partners to provide temporary staffing to support the Fiscal Control Group in addressing the key audit concerns. The contract will be for the period January 9, 2012 to June 30, 2012 for a cost not to exceed \$80,000.00.

BACKGROUND:

Due to the resignation of an individual in the Fiscal Control Group, an additional qualified individual was needed immediately to assist in addressing the key audit concerns and support the Fiscal Control Group in preparation for the annual audit. Individuals from several temporary staffing firms were interviewed before a decision was made.

Accountability Plan Goal: Goal III: Facilities, Resources Support

III.D.

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

Fund Source:	977	-	00	-	110	-	2523	-	6319	GOB	Requisition #:
Amount:	\$				80,000.00						
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Cost not to Exceed:	\$				80,000.00					Pending Funding Availability	Vendor #: 600014770

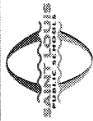
Department: Finance


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Board Resolution

Date: February 2, 2012

Agenda Item: 03-13-12-002

To: Dr. Kelvin R. Adams, Superintendent

From: Enos K. Moss, CFO/Treasurer

Action: X

Action to be Approved:

Other Transaction Descriptors:

☒ Contract Amendment

SUBJECT:

To approve the amendment of Board Resolution 06-30-11-28 for an increased total cost for the audit services provided by Rubin Brown for the 2010-11 fiscal year. The period performance for the audit was July 1, 2011 through December 31, 2011. The additional cost of services will not exceed \$9,600.

BACKGROUND:

The approved audit plan called for an audit of six major federal programs. The actual number of major federal programs that were audited under the provisions of OMB Circular A-133 was eight. The cost is an additional \$4,800 for each additional program audited for a total additional cost of \$9,600.

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

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

Fund Source:	978	-	00	-	110	-	2517	-	6315	GOB	Requisition #:
Amount:	\$						9,600.00				
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Cost not to Exceed:	\$						9,600.00			Pending Funding Availability	Vendor #: 600001244

Department:

Finance

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



RubinBrown®

RubinBrown LLP
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& Business Consultants

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Saint Louis, MO 63105

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F 314.290.3400

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E info@rubinbrown.com

January 31, 2012

Mr. Enos Moss
Chief Financial Officer
St. Louis Public Schools
801 North 11th Street
Saint Louis, Missouri 63101

Dear Enos:

Back in November as part of performing the School's Single Audit for the year ended June 30, 2011, we completed our determination of which federal programs must be classified as major programs, and therefore subject to audit under the provisions of OMB Circular A-133. For fiscal year 2011, at that time, we determined that the following seven programs must be audited as major programs:

- Title I (ARRA and non-ARRA)
- Title II
- Special Education (ARRA and non-ARRA)
- Child Nutrition Cluster
- ARRA State Fiscal Stabilization Funds
- Medicaid
- ARRA Education Jobs Fund

At the end of the audit in mid-December it was determined by us and brought to your attention that the District inadvertently combined approximately \$6 million in School Improvement Grants with Title I in the preparation of the Schedule of Federal Awards and it was missed as a separate major program. Upon final review procedures performed to complete the audit, we noticed the error and it was found to be a separate major program requiring an audit. Based on that finding the additional program was audited and the total number of major federal programs ending up being eight.

Our engagement letter with the District dated May 19, 2011 as well as our original proposal dated June 1, 2009, indicated that our quoted audit fees for fiscal year 2011 included the audit of up to six major programs. That letter also specified that additional major programs would result in additional fees that are reasonable and commensurate with the work performed. In my letter dated November 29, 2011 we asked for additional fees related to what at that time was thought to be just one additional program above six. We asked for an additional \$4,800 for the audit of that program. Since then, we now have another additional program as discussed above. Therefore, we are submitting this amendment to our engagement letter and letter dated November 29, 2011 to include an additional \$9,600 in fees related to the additional time and effort required to complete the Single Audit for 2011 and the audit of two additional major federal programs.

We appreciate the opportunity to be of continued service to St. Louis Public Schools and believe this letter accurately summarizes the scope of the additional work to be performed.

Sincerely,

RubinBrown LLP



Jeffrey B. Winter, CPA

Partner

Direct Dial Number: 314.290.3408

E-mail: jeff.winter@rubinbrown.com

JBW:cjm

cc: Mary Houlihan

ITEM#:

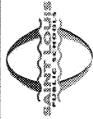
03-13-12-03

(APPROVED AT THE 2/16/12 MEETING)

ITEM#:

03-13-12-04

(APPROVED AT THE 2/16/12 MEETING)



Board Resolution

Date: February 7, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 08-13-12-05

Action: X

Action to be Approved:

☒ Contract Amendment

Other Transaction Descriptors: _____

SUBJECT:

To approve the amendment of the contract renewal approved under Board Resolution 06-16-11-55 to add an application software upgrade to the individualized educational plan (IEP) module in the Student Information System (SIS) through Tyler Technologies. The renewal contract with Tyler Technologies will be increased by \$36,000.00 for this purpose. The total cost including the amendment will be \$391,000.00.

BACKGROUND:

This upgrade is necessary due to changes in reporting purposes to the Department of Elementary & Secondary Education (DESE) related to IEP requirements effective January 1, 2012. The amendment includes the application upgrade, data importing, and training. This is in keeping with the Accountability Goals of providing students, teachers, administrators, and parents concurrent access to information and academic tools for teaching and learning.

Accountability Plan Goal: Goal III: Facilities, Resources Support				Objective/Strategy:	III.B.
FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)					
Fund Source:	981 - L3 - 110 - 2223 - 6441	GOB	Requisition #:	10127953	
Amount:	\$ 36,000.00		Requisition #:		
Fund Source:	- - - - -		Requisition #:		
Amount:	- - - - -		Requisition #:		
Cost not to Exceed:	\$ 36,000.00	☐	Pending Funding Availability	Vendor #:	600013770

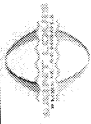
Department: Information Technology

Cheryl VanNoy
Cheryl VanNoy, Exec. Dir., Technology Services

Angela Banks
Angela Banks, Budget Director
Enos Moss
Enos Moss, CFO/Treasurer

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

Dr. Kelvin R. Adams, Superintendent



Board Resolution

Date: February 8, 2012

Agenda Item: 03-13-12-06

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Action: X

Action to be Approved:

X Contract Amendment

Other Transaction Descriptors: _____

SUBJECT:

To approve the amendment of the contract approved under Board Resolution 05-05-11-16 to add the operation and maintenance of the networkable printers in the 801 Building to the contract with Xerox. The cost of this amendment will not exceed \$6,000.00.

BACKGROUND:

The printer initiative is designed to remove the majority of the desktop printers in the 801 Building and push the printing to the multi-functional devices (copiers/printers) or a small number of smaller networkable printers. The remaining printers will be maintained and serviced by Xerox which includes the purchase of toner and other necessary printer supplies. The program will reduce the cost of printer supplies and reduce the average cost of printing by reducing the number of pages printed on higher cost desktop printers and increasing the number of pages printed on the networkable printers and the multi-functional devices. The estimated savings in toner purchases alone is estimated at \$15,000 annually. There will be additional savings in maintenance and printer replacement that are undetermined at this time.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.B.

FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)			
Fund Source: 981 - 00 - 110 - 2577 - 6319	GOB	Requisition #: 10127951	
Amount: \$ 6,000.00			
Fund Source: - - - - -		Requisition #:	
Amount:			
Fund Source: - - - - -		Requisition #:	
Amount:			
Cost not to Exceed: \$ 6,000.00	Pending Funding Availability	Vendor #:	600004465

Department: Information Technology

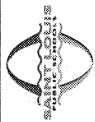
Cheryl VanNoy
Cheryl VanNoy, Exec. Dir., Technology Services

Angela Banks
Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

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

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



Board Resolution

Date: January 30, 2012

Agenda Item: 03-13-12-07

To: Dr. Kelvin R. Adams, Superintendent

From: Enos K. Moss, CFO/Treasurer

Action: X

Action to be Approved:

Other Transaction Descriptors:

☒ Financial Report

SUBJECT:

To approve the Monthly Board Transaction Report for January 2012.

BACKGROUND:

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

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

Fund Source:	-	-	-	-		Requisition #:
Amount:	No Cost					
Fund Source:	-	-	-	-		Requisition #:
Amount:						
Fund Source:	-	-	-	-		Requisition #:
Amount:						
Cost not to Exceed:			No Cost	☐	Pending Funding Availability	Vendor #:

Department: Finance

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent

Monthly Budget Report
Dates: 01-01-2012 - 01-31-2012
Fiscal Year: 2011 - 2011

110-INCIDENTAL

1 SAP Hierarchy Doc #: 0501850922
SAP Entry Doc #: 0501850884

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B1112-0809			
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13,126.11

Monthly Budget Report
 Dates: 01-01-2012 - 01-31-2012
 Fiscal Year: 2011 - 2011

120-INCIDENTAL

1 SAP Hierarchy Doc #: 0501850916
 SAP Entry Doc #: 0501850878

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From Amount:	2,496.30-					
To Amount:	2,496.30					
Text: To cover 2nd semester Team Leader extra service pay.						

2 SAP Hierarchy Doc #: 0501850926
 SAP Entry Doc #: 0501850888

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To Amount:	255.20					
Text: To fund professional development extra service pay.						

222-ECSE 11-12

1 SAP Hierarchy Doc #: 0501850880
SAP Entry Doc #: 0501850842

From:	222-1242	-	840-00-222	-	6341	80,000.00-
To:	222-2144	-	840-60-222	-	6149	80,000.00
Control No:	B1112-0760					
From Amount:	80,000.00-					
To Amount:	80,000.00					
Text: Transfer needed to cover ECSE Temp Salaries.						

232-Title I IASA 11-12

1 SAP Hierarchy Doc #: 0501850900
SAP Entry Doc #: 0501850862

Monthly Budget Report
Dates: 01-01-2012 - 01-31-2012
Fiscal Year: 2011 - 2011

From:	To:	Control No:	From Amount:	To Amount:	Text:
232-1177	232-1177	B1112-0790	64,475.00-	64,475.00	Text: Transfer needed to cover supplemental math teacher.
173-AD-232	173-AD-232				
- 6113	- 6113				
173-AD-232	173-AD-232				
- 6541	- 6541				
173-AD-232	173-AD-232				
- 6383	- 6383				
173-AD-232	173-AD-232				
- 6384	- 6384				
173-AD-232	173-AD-232				
- 6363	- 6363				
173-AD-232	173-AD-232				
- 6244	- 6244				
173-AD-232	173-AD-232				
- 6243	- 6243				
173-AD-232	173-AD-232				
- 6261	- 6261				
173-AD-232	173-AD-232				
- 6246	- 6246				
173-AD-232	173-AD-232				
- 6242	- 6242				
173-AD-232	173-AD-232				
- 6245	- 6245				
173-AD-232	173-AD-232				
- 6231	- 6231				
173-AD-232	173-AD-232				
- 6211	- 6211				
173-AD-232	173-AD-232				
- 6241	- 6241				
173-AD-232	173-AD-232				
- 6112	- 6112				
56,250.00-	56,250.00				
4,240.00-	4,240.00				
2,000.00-	2,000.00				
1,500.00-	1,500.00				
485.00-	485.00				
10.00	10.00				
50.00	50.00				
100.00	100.00				
100.00	100.00				
140.00	140.00				
185.00	185.00				
1,436.00	1,436.00				
2,504.00	2,504.00				
3,700.00	3,700.00				
56,250.00	56,250.00				

Monthly Budget Report
Dates: 01-01-2012 - 01-31-2012
Fiscal Year: 2011 - 2011

910-Capital Proj-Bond

1 SAP Hierarchy Doc #: 0501850923
SAP Entry Doc #: 0501850885

From:	To:	Control No:	From Amount:	To Amount:	Text: Prop S:
910-2629	910-2611	B1112-0808	97,800.00-	97,800.00	transfer to purchase 116 computers for various buildings in
- 905-00-910	- 905-00-910		- 6333	- 6443	the district. These computers cost 843.07 each and will be delivered
					to the warehouse for storage and distribution.

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 01-01-2012 - 01-31-2012
Fiscal Year: 2011 - 2011
Fund Summary - Transfers Only

Fund Total From 110-INCIDENTAL	:	63,108.94-
To 110-INCIDENTAL	:	60,357.44
Fund Total From 120-TEACHERS FUND	:	0.00
To 120-TEACHERS FUND	:	2,751.50
Fund Total From 222-ECSE 11-12	:	80,000.00-
To 222-ECSE 11-12	:	80,000.00
Fund Total From 232-Title I IASA 11-12	:	64,475.00-
To 232-Title I IASA 11-12	:	64,475.00
Fund Total From 910-Capital Proj-Bond	:	97,800.00-
To 910-Capital Proj-Bond	:	97,800.00
District Total From	:	305,383.94-
To	:	305,383.94



Board Resolution

Date: February 2, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Enos K. Moss, CFO/Treasurer

Agenda Item: 03-13-12-08

Action: X

Action to be Approved:

☒ Financial Report

Other Transaction Descriptors:

SUBJECT:

To approve the Comprehensive Annual Financial Report (CAFR) and the Compliance Report for the Fiscal Year Ended June 30, 2011.

BACKGROUND:

Per Department of Elementary and Secondary Education (DESE) Administrative Rule 5 CSR 30-4.030 Audit Policy and Requirements, "The Board is responsible for transmitting one (1) copy of the report; the related management letter, if one is prepared by the independent auditor; and a copy of the board minutes or board resolution, indicating approval of the audit report to DESE and other copies of the audit report as required by federal laws and regulations to the appropriate agency (ies)." The required documents must be received by DESE before the audit file will be considered complete for the fiscal year.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy: III.D.1.

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

Fund Source:	-	-	-	-	Requisition #:
Amount:	No Cost				
Fund Source:	-	-	-	-	Requisition #:
Amount:					
Fund Source:	-	-	-	-	Requisition #:
Amount:					
Cost not to Exceed:			No Cost	Pending Funding Availability	Vendor #:

Department:

Finance


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



2. Auditors performing Single Audits pursuant to OMB Circular A-133 must not be suspended or debarred from doing business with the federal government;

(C) The audit report shall be submitted to DESE by school officials no later than December 31 of each year. If the audit is not received by the deadline, all funds disbursed by DESE to the school may be withheld until the audit is received;

(D) The board is responsible for transmitting one (1) copy of the report; the related management letter, if one is prepared by the independent auditor; and a copy of the board minutes or board resolution, indicating approval of the audit report to DESE and other copies of the audit report as required by federal laws and regulations to the appropriate agency(ies). The management letter (if applicable) and a copy of the board minutes or board resolution indicating approval of the audit report must be received by DESE before the audit file will be considered complete for the fiscal year:

1. The audit report, related management letter, and copy of the board minutes or board resolution may be submitted electronically to DESE by the board or its designee to an email address established for this purpose. All signatures that would normally be included on the hard copy document must be present on the electronic document. Documents with scanned signatures will be accepted. Copies of unsigned audit reports, management letters, or board minutes or resolutions will not be accepted; and

2. Revisions to an audit report may also be submitted electronically to DESE but must be accompanied by a signed statement from the independent auditor on the firm's letterhead explaining the reason for the revision;

(E) Schools that have a Single Audit performed and have federal findings or questioned costs shall submit the school's Corrective Action Plan prepared in accordance with OMB Circular A-133 with their audit report and management letter as stated above;

(F) The board must notify DESE's School Administrative Services section if fraud or embezzlement is discovered during the course of the audit;

(G) The board is responsible for the accuracy of the audited financial statements, notes to the financial statements, and assertions related to compliance with state and federal laws and regulations; and

(H) Each board is responsible for ensuring implementation of audit recommendations as appropriate and resolving any questions or discrepancies disclosed by the audit or noted by DESE.

(5) The independent auditor is responsible for conducting the audit in accordance with generally accepted auditing standards, government auditing standards, federal audit requirements, and DESE audit guidelines as contained or referenced in this rule; submitting the audit report to the client board; and assisting in resolving questions or problems which may be disclosed by the audit. Depending on the contract or agreement the school has with its independent auditor, this assistance may require additional compensation to be paid to the auditor.

(A) School audits must contain at a minimum the following:

1. A statement of the scope of examination;

2. A statement as to whether the audit was conducted in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States;

3. The independent auditor's opinion as to whether the financial statements included in the audit report present fairly the results of the operations during the period audited;

4. A statement as to whether the financial statements accompanying the audit report were prepared in accordance with generally accepted accounting principles or another comprehensive basis of accounting;

5. The reason or reasons an opinion is not rendered in the event the independent auditor is unable to express an opinion with respect thereto;

6. Except for charter schools, the independent auditor's opinion as to whether the school's budgetary and disbursement procedures conform to the requirements of Chapter 67, RSMo;

7. The independent auditor's opinion as to whether attendance and transportation records are so maintained by the school as to disclose accurately average daily attendance and average daily transportation of pupils during the period of the audit;

8. The schedule of selected statistics, as specified annually by DESE; and

9. Financial statements presented in such form as to disclose the operations of each fund of the school and a statement of the operations of all funds.

(6) DESE has the general responsibility to receive and review audits; to verify that minimum audit requirements have been met; and with the school's independent auditor, to resolve any questions or discrepancies. Specific responsibilities within DESE are assigned as follows:

(A) DESE has an advisory and supervisory

relationship with the board through the school's administrative staff. Questions regarding audit reports and any audit problems, discrepancies, or findings will generally be resolved by DESE directly with the administrative staff at the school. However, in some cases, DESE staff may communicate directly with the school's auditor. DESE staff will communicate with the federal cognizant agency (typically, the U. S. Department of Education) regarding compliance with various federal requirements. The cognizant agency has the authority to make periodic contacts with school officials and their auditors regarding specific questions, audit deficiencies, or review of the audit process; and

(B) DESE's School Administrative Services section is the primary point of contact with the school and their independent auditor regarding audit requirements and audit reports. This section is responsible for reviewing the audit reports for general acceptability in accordance with state and federal guidelines.

1. DESE staff will make a preliminary review to determine if the audit generally conforms to state and federal requirements referenced in this rule.

2. Schools which receive an audit with a disclaimer of opinion shall institute corrective measures to ensure that the subsequent audit does not contain a disclaimer of opinion. If a disclaimer of opinion is rendered on the subsequent audit, the audit shall be deemed unacceptable and all funds disbursed by DESE to the school may be withheld until such time as the school demonstrates to DESE that the situation resulting in the disclaimer of opinion has been corrected by the school.

3. Audit reports containing an adverse opinion will be evaluated by DESE staff. Depending on the reasons for the adverse opinion, DESE may require the school to provide evidence that corrective action has been or is being taken to eliminate the adverse opinion from future reports. If corrective action is not taken as deemed necessary by DESE and an adverse opinion is rendered on the subsequent audit, the audit shall be deemed unacceptable and all funds disbursed by DESE to the school may be withheld until such time as the district demonstrates to DESE that the situation resulting in the adverse opinion has been corrected by the school.

4. Audits will be reviewed on a rotating basis via a formal desk review for adherence to the appropriate audit requirements (*The Single Audit Act Amendments of 1996*; OMB Circular A-133; *Government Auditing Standards*, as well as the state requirements)



included or referenced in this rule.

A. Any deficiencies with the audit, during this phase, will be communicated to school officials and/or the independent auditor depending on the severity and type of deficiency noted. Resolution of desk review items should occur within the time frame provided by DESE in the written communication with the school or the independent auditor. Failure to address noted deficiencies may result in the withholding of funds distributed by DESE to the school. Severe deficiencies and/or inaction by the school's independent auditor may result in the reporting of the independent auditor to the Missouri State Board of Accountancy.

B. Review of the independent auditor's working papers may be conducted by DESE as deemed appropriate to ensure appropriate work has been performed to support statements, opinions, findings, etc. of the independent auditor. Auditors may be requested to provide their most recent peer review report to DESE.

5. For audits conducted in accordance with OMB Circular A-133, federal findings and questioned costs and the related Corrective Action Plan will be circulated to the appropriate DESE program sections for follow-up with the school.

A. The program sections, both federal and state, are responsible for addressing relevant portions of the audit including follow-up with school officials and their independent auditors to resolve any questions, discrepancies, or audit findings.

B. The appropriate program section shall issue a written management decision to the school indicating approval/disapproval of the school's Corrective Action Plan. This must take place within six (6) months from the receipt of the audit.

C. When the program section review suggests questions or discloses discrepancies, the individual program section will correspond directly with the school. This correspondence initiates a procedure for resolving program audit questions and discrepancies which is outlined below—

(I) Personnel of the various program sections will advise the school officials of the findings and the nature of any discrepancy found in the audit report;

(II) Within the time frame provided by DESE, school officials will be expected to respond with clarifying information and, as appropriate, corrected data or a corrected page of the audit report issued by the independent auditor who conducted the original audit. DESE staff will assist in every reasonable way to help a school and/or its independent auditor find a solution to audit prob-

lems; and

(III) If a discrepancy cannot be resolved, DESE may recover or withhold applicable state or federal funds from the affected program.

AUTHORITY: sections 160.405 and 161.092, *RSMo Supp. 2008* and sections 165.121, 167.201, and 178.430, *RSMo 2000*. *Original rule filed April 28, 1982, effective Sept. 12, 1982. Amended: Filed Oct. 12, 1982, effective Jan. 14, 1983. Amended: Filed March 7, 1985, effective Sept. 3, 1985. Amended: Filed Jan. 30, 1989, effective May 25, 1989. Emergency amendment filed June 21, 1995, effective July 1, 1995, expired Oct. 28, 1995. Amended: Filed May 11, 1995, effective Dec. 30, 1995. Emergency amendment filed May 1, 1997, effective May 11, 1997, expired Nov. 8, 1997. Amended: Filed April 29, 1997, effective Nov. 30, 1997. Rescinded and readopted: Filed Sept. 24, 2002, effective March 30, 2003. Rescinded and readopted: Filed April 8, 2009, effective Oct. 30, 2009.

*Original authority: 160.405, *RSMo 1998*, amended 2005; 161.092, *RSMo 1963*, amended 1973, 2002, 2003; 165.121, *RSMo 1963*; 167.201, *RSMo 1963*; and 178.430, *RSMo 1963*.

5 CSR 30-4.040 Annual Public Reporting of Information by School Districts (Rescinded May 30, 2002)

AUTHORITY: section 160.522, *RSMo 1994*. Original rule filed March 21, 1995, effective Oct. 30, 1995. Rescinded: Filed Oct. 25, 2001, effective May 30, 2002.

5 CSR 30-4.045 Collection of School District Reports (Rescinded May 30, 2002)

AUTHORITY: section 161.092(1) and (4), *RSMo 1994*. Original rule filed Aug. 26, 1996, effective March 30, 1997. Rescinded: Filed Oct. 25, 2001, effective May 30, 2002.



Rules of
Department of Elementary and
Secondary Education
Division 30—Division of Financial and
Administrative Services
Chapter 4—General Administration

Title	Page
5 CSR 30-4.010 General Provisions for Federal Programs (Rescinded August 30, 2003).....	3
5 CSR 30-4.020 Standards for the Approval of Courses and Administration of Reimbursement for the Education of Persons Under Veterans’ Education, Vocational Rehabilitation, Job Training Partnership Act, P.L. 97-300 and Other Employment Training Funding Sources Contracting With the State Board of Education (Rescinded February 28, 2001).....	3
5 CSR 30-4.030 Audit Policy and Requirements.....	3
5 CSR 30-4.040 Annual Public Reporting of Information by School Districts (Rescinded May 30, 2002)	5
5 CSR 30-4.045 Collection of School District Reports (Rescinded May 30, 2002)	5



**Title 5—DEPARTMENT OF
ELEMENTARY AND SECONDARY
EDUCATION**

Division 30—Division of Financial and
Administrative Services

Chapter 4—General Administration

**5 CSR 30-4.010 General Provisions for
Federal Programs**
(Rescinded: August 30, 2003)

AUTHORITY: section 178.430, RSMo 1986.
*Original rule filed Dec. 24, 1975, effective
Jan. 3, 1976. Amended: Filed May 13, 1976,
effective Sept. 1, 1976. Amended: Filed May
12, 1978, effective Aug. 14, 1978. Amended:
Filed Aug. 13, 1980, effective Nov. 14, 1980.
Amended: Filed July 23, 1982, effective Nov.
15, 1982. Rescinded: Filed Jan. 14, 2003,
effective Aug. 30, 2003.*

**5 CSR 30-4.020 Standards for the Ap-
proval of Courses and Administration of
Reimbursement for the Education of
Persons Under Veterans' Education, Voca-
tional Rehabilitation, Job Training Part-
nership Act, P.L. 97-300 and Other
Employment Training Funding Sources
Contracting With the State Board of
Education**
(Rescinded February 28, 2001)

AUTHORITY: sections 161.172, 178.430,
178.590 and 178.610, RSMo 1986 and
178.530, RSMo Supp. 1991. *Original rule
filed May 20, 1981, effective Nov. 16, 1981.
Amended: Filed Aug. 13, 1982, effective Nov.
15, 1982. Amended: Filed Nov. 1, 1983,
effective March 15, 1984. Amended: Filed
July 17, 1990, effective Dec. 31, 1990.
Amended: Filed June 1, 1992, effective Feb.
26, 1993. Rescinded: Filed July 7, 2000,
effective Feb. 28, 2001.*

**5 CSR 30-4.030 Audit Policy and Require-
ments**

PURPOSE: This rule establishes a compre-
hensive policy for public school district and
charter school audits. This policy outlines the
purposes of audits, the responsibilities vari-
ous parties have in the audit and the audit
review process, relationships in this process,
minimum audit requirements, and procedures
the Department of Elementary and Secondary
Education will follow in resolving any ques-
tion or problem which may be disclosed by
the audit.

*PUBLISHER'S NOTE: The secretary of state
has determined that the publication of state
entire text of the material which is incorpo-
rated by reference as a portion of this rule
would be unduly cumbersome or expensive.
This material as incorporated by reference in
this rule shall be maintained by the agency at
its headquarters and shall be made available
to the public for inspection and copying at no
more than the actual cost of reproduction.
This note applies only to the reference mate-
rial. The entire text of the rule is printed
here.*

(1) For the purpose of this rule, unless the
context clearly requires otherwise, the fol-
lowing terms shall mean:

- (A) School. Public school district or char-
ter school; and
- (B) Board. Public school district board of
education or charter school board of direc-
tors.

(2) Audits of schools are primarily intended
to express an auditor's opinion on the fairness
of presentation of the financial statements.
Audits also provide an independent review of
financial operations, systems of internal con-
trol, and compliance with relevant state and
federal laws and regulations.

(3) Responsibilities in the audit process are
shared by the board, the independent auditor
contracted by the board, and the Department
of Elementary and Secondary Education
(DESE).

(4) The board's responsibilities are as fol-
lows:

(A) Each board is responsible for defining
an appropriate scope of the audit.

1. At a minimum, the audit must include
the school's:

- A. General, Special Revenue, Debt
Service, and Capital Projects funds;
- B. Fiduciary funds;
- C. Proprietary funds; and
- D. Component units (unless a compo-
nent unit issues its own audited financial
statements).

2. A Single Audit of federal funds
expended by the school may be required.
State law provides for the acceptance of fed-
eral acts and funds and for their necessary
administration and supervision. Audit
requirements are a part of federal acts and the
implementing regulations adopted by the
administering federal agencies. The require-
ments of the Single Audit Act, as amended by
The Single Audit Act Amendments of 1996, 62
Fed. Reg. 35278-35319 (1997), Office of
Management and Budget (OMB) Circular A-

133, which is incorporated by reference and
made a part of this rule as published by the
Office of the Federal Register, Office of
Administration and is available by contacting
the Office of Administration, Publications
Office, Room 2200, New Executive Office
Building, Washington, DC 20503, and
Government Auditing Standards, July 2007
Revision, issued by the Comptroller General
of the United States, which is incorporated by
reference and made a part of this rule as pub-
lished by the U.S. Government Accountability
Office, 441 G St. NW, Washington, DC
20548, are included in this audit policy. This
rule does not incorporate any subsequent
amendments or additions. Specific applica-
tion of these requirements shall be as follows:

A. All schools that expend a total
amount of federal awards equal to or in excess
of the amount specified in OMB Circular A-
133 as the Single Audit threshold or such
other amount specified by the federal director
of the OMB in any fiscal year shall either have
a single audit or a program-specific audit
made for such fiscal year in accordance with
the requirements of *The Single Audit Act
Amendments of 1996*, OMB Circular A-133
and the *Government Auditing Standards*; or

B. All schools that expend a total
amount of federal awards of less than the
amount specified in OMB Circular A-133 as
the Single Audit threshold or such other
amount specified by the director of the OMB
in any fiscal year shall be exempt for such fis-
cal year from compliance with *The Single
Audit Act Amendments of 1996*. However,
these schools shall be required to have an
audit performed in accordance with
Government Auditing Standards.

3. All charter school audits shall be sin-
gle entity reports completed on a July 1 to
June 30 basis.

4. Schools that cease operations are not
exempt from the audit requirements. A final
audit of the school's activities through the
date it ceases operations must be performed
and submitted to DESE as otherwise
described in this rule;

(B) Each board is responsible for procur-
ing audit services. Audit services should be
competitively bid in accordance with district
procurement policy.

1. Each board is responsible for select-
ing an independent auditor who holds a cur-
rent permit to practice public accounting in
the state of Missouri and meets the require-
ments for continuing professional education
and peer review, as defined by the regulations
of the Missouri State Board of Accountancy
and *Government Auditing Standards*.
Subcontractors must also meet these require-
ments.

ITEM#:

03-13-12-09

(APPROVED AT THE 2/16/12 MEETING)

 BOARD RESOLUTION

Date: February 3, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Blake Youde, Dep. Supt., Institutional Advancement

Agenda Item : 03-13-12-10
Action: ☒

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve a Memorandum of Understanding (MOU) with Kids Voting Missouri to give the SLPS students the opportunity to vote in the Kids Voting Missouri 2012 Presidential election. The activities included in the MOU will take place during the period March 14, 2012 through November 30, 2012.

BACKGROUND: Kids Voting Missouri is an affiliate of Kids Voting USA® which is a national non-profit, nonpartisan program. In Kids Voting students in grades K-12 go to Kids Voting polls with their parents or other adults on or near Election Day and cast Kids Voting ballots for the same candidates and issues as adult voters.

In the weeks leading up to the election, students in participating Kids Voting school districts study grade-specific lessons on democracy and the electoral process and also learn to "register" to vote, giving all students an opportunity to benefit from the program.

Accountability Plan Goals: Goal I: Student Performance

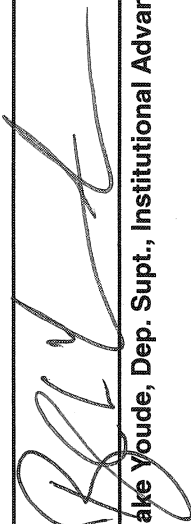
Objective/Strategy: I.A.

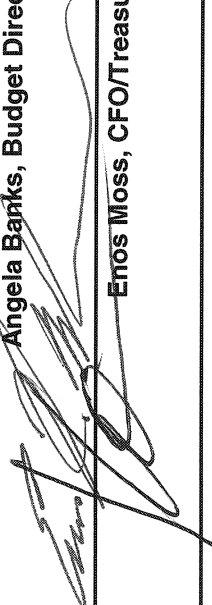
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

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

Department: Institutional Advancement

Requestor:


Blake Youde, Dep. Supt., Institutional Advancement


Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



KIDS VOTING MISSOURI-ELECTION 2012 SCHOOL DISTRICT “MEMO OF UNDERSTANDING”



To participate in **KIDS VOTING MISSOURI** for 2012 Kids Voting USA asks that your school district agree to adhere to the following guidelines and then sign the “memorandum of understanding” form at the bottom:

1. Ensure that students study some of the KVUSA activities **before** the Tuesday, November 6, 2012 election.
2. Provide K-12 students with an opportunity to simulate the “student voter registration activity” **before** October 12, 2012 (the actual last day to register in Missouri for the November election)
3. Provide K-12 students with a chance to vote in the Kids Voting Missouri 2012 Presidential election.
4. Preserve the **nonpartisanship** of Kids Voting by not linking it with any issue or candidacy, and by encouraging an unbiased and non-partisan approach to teaching in the classroom.
5. Promote an informed electorate by ensuring that students study the candidates and issues **before** Election Day.
6. Assist in the distribution of materials—including information for parents, student voter registration information, adult voter registration information, and information related to the promotion of the program. **(Materials can be duplicated and distributed in many different forms, such as hard copies, PDF formats on school web site, CD's, DVD's, etc.)** Most materials will be available as PDF's and will be emailed to district liaisons, posted under Sandy's Helpful Handouts on the Kids Voting Missouri web page, or available via flash drive.
 - Kids Voting USA activities can be downloaded from the KVMO web page at www.kidsvotingmissouri.org under Grade Level Activities. **User Name is kids and Password is voting**
 - Kids Voting USA activities can also be downloaded from the Kids Voting USA web site at www.kidsvotingusa.org; teachers must first register
7. Use the “official” Kids Voting Missouri district logo on all correspondence related to Kids Voting and adhere to the logo standards, i.e., color, size, etc., as provided by Kids Voting USA. (Logos can be found on the NEHMEN-KODNER Graphic Design web page at www.n-kreative.com under Download Logos)
8. Provide professional development (PD) for Teacher Building Leaders. **District Level Training for Teacher Building Leaders** can be accomplished by implementing one of the following options:
 - ☐ Option 1—Schedule the Kids Voting Director for a Teacher Building Leader Workshop for your district
 - ☐ Option 2—District person conducts training for his/her district after meeting with the KVMO Director.
9. District agrees to “assign” a technology person to assist with the on-line voting aspect of Election 2012, i.e., making sure teachers are linked to their districts’ Kids Voting Missouri ballot.
10. Cooperate fully with Kids Voting Missouri and/or Kids Voting USA in its evaluation process.
11. Lend support to Kids Voting Missouri by:
 - a. Designating someone from the district to serve as the “official” Kids Voting liaison for the school district. *(This person will work closely with the Kids Voting Missouri Director.)*
 - b. Identifying parents, student leaders, or other persons who might help staff the Kids Voting polls.

YES, WE WILL PARTICIPATE IN KIDS VOTING MISSOURI FOR THE 2012 ELECTION AND AGREE TO ADHERE TO THE ABOVE GUIDELINES.

Name (Please print or type) _____
Position _____
School District _____
Signature _____
Date _____

Please complete this form and mail (or fax) no later than Friday, December 16, 2011 to:

Sandy Diamond, UM-St. Louis/356 Marillac Hall, One University Blvd., St. Louis, MO 63121--Fax # 314) 516-5227



BOARD RESOLUTION

Date: February 2, 2012

Agenda Item : 03-13-12-11

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: John Windom, Exec. Dir., Community Education

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve a Memorandum of Understanding (MOU) with Counseling Network 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 March 14, 2012 to June 30, 2013.

BACKGROUND: The services will be provided to students at Bevo-Long Community Education Full Service School, Woerner Elementary, Buder Elementary, Lyon @ Blow Elementary/Middle, and Oak Hill Elementary. Students identified by the school will receive a baseline assessment, an assessment during treatment and an assessment at the end of services.

SLPS advertised for this service and after interviewing several potential partners, the Counseling Network was selected.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

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

Department: Community Education

Requestor: Patrice Crotty

Angela Banks, Budget Director

John Windom, Exec. Dir., Community Education

Enos Moss, CFO/Treasurer

Blake Youde, Dep. Supt., Institutional Advancement

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 Counseling Network (Agency”) on this 14th day of March, 2012.

The purpose of this Memorandum of Understanding is to establish a partnership between the Counseling Network 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, Woerner, Buder, Lyon at Blow and Oak Hill Elementary 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.

(e) Will administer baseline assessment, an assessment during treatment, and an assessment at the end of services.

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 minimum of 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 on request and at the time of the MOU resubmission.

8. Term and Termination: The term of the MOU will be for the period March 14th, 2012 through June 30th, 2013, 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

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: February 2, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: John Windom, Exec. Dir., Community Education

Agenda Item : 03-13-12-12

Action: ☒

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve a Memorandum of Understanding (MOU) with Community Conflict Services (CCS) to establish a partnership to improve school safety by decreasing violent behavior (fighting, bullying, intolerance) which will contribute to an increase in attendance rates. The MOU will be for services at Long Middle School for the period March 14, 2012 to June 30, 2013.

BACKGROUND: CCS provides conflict mediation and resolution services to students who get into a fight or are having a conflict with other students. They provide the same service if students are having a conflict with school rules, example – coming late to school. They also build communication skills and community inside the classroom through their talking circles discussion groups, allowing students to be self-expressed and be heard in a safe and affirming environment.

CCS has been providing services at Long Middle School for almost five years. In that time, there has been a marked decrease in the number of conflicts in the school, particularly conflicts involving students who have received services.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

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

Department: Community Education

Requestor: Patrice Crotty

John Windom, Exec. Dir., Community Education

Blake Youde, Dep. Supt., Institutional Advancement

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 Community Conflict Services of Metropolitan St. Louis Restorative Justice Program (CCS) (“Agency”) on this 14th of March, 2012.

The purpose of this Memorandum of Understanding is to establish a partnership between the Community Conflict Services (CCS) and the St. Louis Public Schools in order to improve school safety by decreasing violent behavior (fighting, bullying, intolerance) and contributing to increase attendance rates by increasing school engagement at Long Middle 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.
- 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 and CCS 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 office space ot CCS staff and interns.
- (b) _____ In accordance with SLPS policies and at the discretion of the Principal, the school will facilitate access to students by CCS, Restorative Justice School Program staff & interns by providing: a) copies or access to student schedules, b) identifying times/locations to meet with students, c) referrals to Restorative Justice, d) a schedule for Talking Circles facilitation, e) access to end of year student attendance and discipline measures/records.
- (c) _____ In accordance with SLPS policies and at the discretion of the Principal, the school will include CCS Restorative School Program staff and interns in meetings which address discipline, identify appropriate students for Restorative Justice activities, including Talking Circles, Restorative Justice Circles, Curricula, offer opportunities to collaborate with other discipline team members (individuals & agencies), and schedule times for trainings in Rest. Justice for SLPS Personnel.

6. Obligations of Agency:

- (a) _____ Deliver Rest. Justice School Program components including: a) Faculty trainings in communication, restorative justice, and circle process, b) Rest. Justice Circles, c) Rest. Justice Curriculum (6 sessions), d) Talking Circle Facilitation.
- (b) _____ Act as a resource to SLPS personnel regarding Restorative Discipline and Restorative Practices and methods such as Talking Circles.
- (c) _____ Maintain standards of care consistent with SLPS policy regarding student safety, discipline, and instruction.
- (d) _____ Provide attendance sign in sheets as requested by Community Education Staff.
- (e) _____ Provide Performance reports on at agreed upon time intervals throughout program.

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) Compliance with signed student Rest. Justic Circle Agreements at 75% or greater for referred students.
- (b) Increased ability for students (discipline referral students, curriculum students, and non-referred) to identify how behavior (bullying, fighting, school truancy) resulting in discipline referrals (ISS/OSS/referral, etc.) has an effect on others, themselves, and the school culture as verified by pre/post tests & increases in bystander intervention. Bystander intervention will be measured by referred students identifying an adult for assistance, describing the type of assistance needed, and initiating contact with that adult to articulate that request.
- (c) Increased ability of students to demonstrate tolerance for and understanding of opinions/ideas and traditions/behaviors that vary from their own as evidenced by respectful speaking and listening in Talking Circles and measured by survey responses.

8. Term and Termination: The term of the MOU will be for the period March 14, 2012 to June 30, 2013, 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

Community Conflict Services

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

ITEM#:

03-13-12-13

(APPROVED AT THE 2/16/12 MEETING)



BOARD RESOLUTION

Date: February 2, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Dan Edwards, Assoc. Supt., Secondary Schools

Agenda Item : 03-13-12-14

Action: ☒

Action to be Approved: Contract

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

SUBJECT: To approve a contract with the SEK Group to work with the principal at Clyde C. Miller High School in the development of partnerships with local businesses and universities for the period March 14, 2012 through June 30, 2012 at a cost not to exceed \$3,500.00.

BACKGROUND: The SEK Group will provide an instructional integration of Academics/CTE as Clyde C. Miller Career Academy is introduced to the community in a unique and exciting manner. This will result in a positive impression to the potential partners of Clyde C. Miller Career Academy with recruitment of new students continuing to be at high levels. SEK was used during the same period of time last year for the same purpose. The effort was successful in attracting business partners and new students.

This contract is being submitted to the Board since SEK also has a contract valued at \$7,000 for work with the Small Learning Communities which was approved under Board Resolution 09-20-11-04.

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: 117-00-110-2411-6319	GOB	Requisition #: 10127920
Amount: \$3,500.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$3,500.00	☐ Pending Funding Availability	Vendor #: 600012121

Department: Clyde C. Miller Career

Requestor: Stephen D. Warmack

Dr. Dan Edwards, Assoc. Supt., Secondary Schools

Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Board Resolution

Date: February 3, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 03-13-1245

Action: X

Action to be Approved:

☒ RFP/Bid

Other Transaction Descriptors:

Previous Year Cost \$ 13,715.76
RFP # RFP 008-1112

SUBJECT:

To approve a contract with IPNS, LLC to provide Uninterruptible Power Supply (UPS) equipment during the period July 1, 2012 to June 30, 2012 at a cost not to exceed \$11,203.92 after E-Rate funding.

BACKGROUND:

The service is needed for replacement of Uninterruptible Power Supply (UPS) equipment, which will increase network reliability and performance. This is in keeping with the Accountability Goals of providing students, teachers, administrators, and parents concurrent access to information and academic tools for teaching and learning.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.D.

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

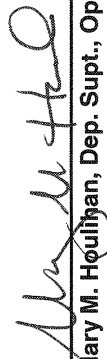
Fund Source:	981	-	54	-	110	-	2828	-	6319	GOB	Requisition #:
Amount:	\$						11,203.92				
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Cost not to Exceed:	\$						11,203.92	☒	Pending Funding Availability	Vendor #:	600009971

Department: Technology Services

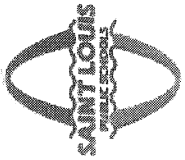

Cheryl VanNoy, Exec. Dir., Technology Services


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



January 12, 2012

MEMORANDUM

TO: Kevin Coyne

FROM: Cheryl L. VanNoy

RE: Bid Evaluation Record for RFP 008-1112 Network Maintenance through E-Rate

The evaluation committee consisted of the following:

Cheryl L. VanNoy	Executive Director of Technology Services	SLPS
Mark Howell	E-Rate Project Manager	SLPS
Kevin Coyne	Sr. Risk Management & Compliance Analyst	SLPS
Jesolyn Larry	Technology Consultant	SLPS

Bids from the following companies were evaluated and recorded as follows:

Company Name	Bid Amount/hourly	Overall Score	Award (Y/N)
Continuant	Did not completely respond to the RFP	142	No
ENA	Did not completely respond to the RFP	0	No
IntelliNet	\$2,531,948.00	207	No
IPNS	\$1,046,184.00	375	Yes
Netelligent	Did not completely respond to the RFP	294	No

One copy of each evaluation form is on file along with this evaluation record in the Technology Department.

Cheryl L. VanNoy
Executive Director of Technology Services



Board Resolution

Date: February 3, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 03-13-12-16

Action: X

Action to be Approved:

☒ RFP/Bid

Previous Year Cost \$ 19,500.00
RFP # RFP 008-1112

Other Transaction Descriptors: _____

SUBJECT:

To approve a contract with IPNS, LLC for CISCO network monitoring services for the period July 1, 2012 to June 30, 2013 at a cost not to exceed \$150,000.00.

BACKGROUND:

This service is needed for monitoring of the network equipment, which will increase network reliability and performance. In the past, a portion of this was paid through E-Rate. However, through a clarification of the ruling, network monitoring is no longer covered. The cost of the service has not changed, but due to the clarification, SLPS must pay the entire cost of the contract rather than the SLPS match based on the Free and Reduced Rate which was used last year.

This service permits SLPS to be proactive in identifying if a piece of hardware is malfunctioning prior to a complete outage.

This is in keeping with the Accountability Goals of providing students, teachers, administrators, and parents concurrent access to information and academic tools for teaching and learning.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.D.

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

Fund Source:	981	-	54	-	110	-	2828	-	6319	GOB	Requisition #:
Amount:	\$				150,000.00						
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Cost not to Exceed:	\$				150,000.00				X	Pending Funding Availability	Vendor #:
											600009971

Department: Technology Services

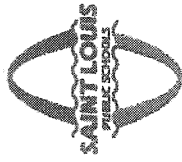
Cheryl VanNoy
Cheryl VanNoy, Exec. Dir., Technology Services

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

Angela Banks
Angela Banks, Budget Director

Epos Moss
Epos Moss, CFO/Treasurer

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



January 12, 2012

MEMORANDUM

TO: Kevin Coyne

FROM: Cheryl L. VanNoy

RE: Bid Evaluation Record for RFP 008-1112 Network Maintenance through E-Rate

The evaluation committee consisted of the following:

Cheryl L. VanNoy	Executive Director of Technology Services	SLPS
Mark Howell	E-Rate Project Manager	SLPS
Kevin Coyne	Sr. Risk Management & Compliance Analyst	SLPS
Jesolyn Larry	Technology Consultant	SLPS

Bids from the following companies were evaluated and recorded as follows:

Company Name	Bid Amount/hourly	Overall Score	Award (Y/N)
Continuant	Did not completely respond to the RFP	142	No
ENA	Did not completely respond to the RFP	0	No
IntelliNet	\$2,531,948.00	207	No
IPNS	\$1,046,184.00	375	Yes
Netelligent	Did not completely respond to the RFP	294	No

One copy of each evaluation form is on file along with this evaluation record in the Technology Department.

Cheryl L. VanNoy
Executive Director of Technology Services

ITEM#:

03-13-12-17

(APPROVED AT THE 2/16/12 MEETING)

ITEM#:

03-13-12-18

(APPROVED AT THE 2/16/12 MEETING)

ITEM#:

03-13-12-19

(APPROVED AT THE 2/16/12 MEETING)



BOARD RESOLUTION

Date: February 6, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Roger CayCe, Exec. Dir., Operations/Bldg. Comm.

Agenda Item : 03-13-12-20
Action: ☒

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a purchase of 110 window air conditioning units from HD Supply Facilities Maintenance through U.S. Communities, Government Purchasing Alliance for Gateway High School funded by our Mechanical Modernization/Air Conditioning Upgrades bond project. This purchase shall be made immediately upon approval at a cost not to exceed \$58,410.00.

BACKGROUND: The purchase will include 110 window air conditioning units to be installed during the future Proposition S electrical upgrade renovation. The new air conditioners will provide an improved environment, more conducive to learning for the students, faculty and other facility users. This work will be funded by the Mechanical Modernization / Air Conditioning Upgrades Bond Program. With this project approved, the balance of the mechanical modernization budget is \$6,630,017.00.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

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

Fund Source: 905-HE-909-2624-6371	Non-GOB	Requisition #: 10128015
Amount: \$58,410.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$58,410.00	☐ Pending Funding Availability	Vendor # 600014778

Department: Operations

Requestor: Tom Goodrich

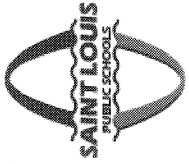
Roger L. CayCe
Roger CayCe, Exec. Dir., Operations/Bldg. Comm.

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

Angela Banks
Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

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



February 6, 2012

MEMORANDUM

TO: Rick Schaeffer: Purchasing Office

FROM: Roger L. CayCe

RE: Bid Evaluation Record for purchase of window units to be installed during the future Proposition S electrical upgrade renovation at Gateway High School.

The evaluation began at 12/21/11, 10:00 a.m. and was concluded at 02/02/12 4:00 p.m. The evaluation committee consisted of the following:

Roger L. CayCe	Executive Director of Operations	SLPS
Tom Goodrich	Project Manager	SLPS
Mike Dobbs	Project Manager	SLPS
Yvonne Green	Project Manager	SLPS

Bids from the following companies were evaluated and recorded as follows:

Company Name	Bid Amount	Overall Score	Award (Y/N)
HD Supply Facilities Maintenance	\$58,410.00		Yes
Grainger	\$63,769.20		No
Crescent Parts & Equipment	\$99,000.00		No

One copy of each evaluation form is on file along with this evaluation record in the operations department.

Roger L. CayCe
Executive Director of Operations



HD Supply Facilities Maintenance

13345 Lakefront Dr.
Earth City, MO 63045

Cust #:
Customer: St. Louis Public Schools
Author Purch: Tom Goodrich
Phone:
Fax:
Cell: 314-565-3121

Date:
Purchase Order:
Payment Method:
Card #:
Source Code:
COMPETITOR PRICE MATCH:
Competitor:

Dean Neuner
Field Account Representative
314-458-6941
IL) 618-578-8954
F) 618-539-5243
eFax) 866-385-2921
william.neuner@hdsupply.com

Quotation

Qty	HDS#	Description	Unit Price	Total	Catalog Price
110	259014	LG 24,500 btu Window AC 208/230v #LW2511ER	\$531.00	\$58,410.00	

\$58,410.00

ITEM#:

03-13-12-21

(APPROVED AT THE 2/16/12 MEETING)



Board Resolution

Date: February 3, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 03-13-12-22

Action: X

Action to be Approved:

X RFP/Bid

Other Transaction Descriptors: _____

SUBJECT:

To approve the purchase of equipment from various vendors for the iPad Initiative with a cost not to exceed \$75,000.00. The equipment includes Brettford Carts for storage of the Ipad, and screen protectors and covers to safeguard the IPads while in use.

BACKGROUND:

These items are needed to support the iPad Initiative through the Deseg Funding. The money will be used for the purchase of mobile carts for storage, security and recharging of the IPads, covers to prevent breakage if dropped, and screen protectors. This is in keeping with the Accountability Goals of providing students, teachers, administrators, and parents concurrent access to information and academic tools for teaching and learning.

The Brettford Carts have been competitively bid and School Specialty is the low bidder. The iPad covers have been competitively bid and Universal Business is the low bidder.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.D.

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

Fund Source:	981	-	VZ	-	110	-	2828	-	6443	GOB	Requisition #:	10127952
Amount:	\$				75,000.00							
Fund Source:	-				-		-		-		Requisition #:	
Amount:												
Fund Source:	-				-		-		-		Requisition #:	
Amount:												
Cost not to Exceed:	\$				75,000.00						Pending Funding Availability	Vendor #: Various

Department: Technology Services

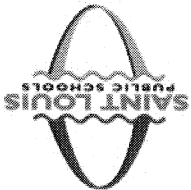
Cheryl Van Noy
Cheryl VanNoy, Exec. Dir., Technology Services

Angela Banks
Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

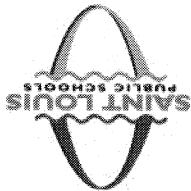
Mary M. Houlihan
Mary M. Houlihan, Dep. Supt., Operations

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



RFP Evaluation Summary Speck Covers

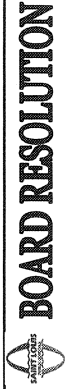
Name of Vendor	Evaluation Pts Total	Ranking (1,2,3, etc)	Comments
Apple	75	2	\$39.95
School Specialty	100	1	Did Not Quote
Universal Business	0	3	\$29.95



RFP Evaluation Summary

Bretford Carts

Name of Vendor	Evaluation Pts Total	Ranking (1,2,3, etc)	Comments
Apple	75	2	\$2,599.95
School Specialty	100	1	\$1,885.75
Dell	0	3	Did Not Quote



BOARD RESOLUTION

Date: February 3, 2012

Agenda Item : 03-13-12-23

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Dr. Dan Edwards, Assoc. Supt., Secondary Schools

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 the DynaVox Maestro from DynaVox Technologies. The DynaVox Maestro is an assistive technology device that promotes communication in students who are functionally non-verbal. The cost will not exceed \$8,025.00.

BACKGROUND: Nottingham CAJT High School currently does not have an assistive technology device (ATD) for communication for students with developmental disabilities who are functionally non-verbal. The only access Nottingham CAJT staff has to these devices is through an equipment technology consortium where the student is trained on the device for a limited amount of time and then the device has to be returned until additional trial devices can be secured. Equipment is not consistently available to our students to assist in their communication needs. See attached page.

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: 114-7N-720-1249-6411	Non-GOB	Requisition #: 10127940
Amount: \$8,025.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$8,025.00	☐ Pending Funding Availability	Vendor #: 600012158

Department: Nottingham CAJT

Requestor: Brian O'Connor


Angela Banks, Budget Director


Dr. Dan Edwards, Assoc. Supt., Secondary Schools


Enos Moss, CFO/Treasurer


Dr. Nicole Williams, Dep. Supt., Academics


Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Brian G. O'Connor	Date: 1/19/12
Department / School: Nottingham CAJT H.S.	Phone Number: 481-4095
<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 DynaVox Maestro is an assistive technology device that promotes communication and utilizes a research based framework that supports language and literacy development. The DynaVox Maestro is a light weight programmable device that offers easily accessible icons for communication. In addition, it offers supports for reading, writing, and spelling, a phoneme keyboard which assists with reading readiness skills, an e-book reader that can easily adapt books for emerging readers, and a variety of high quality voices, which will assist our students with developmental disabilities in communicating effectively. The Maestro also offers tools to track student progress, as well as positive behavioral supports such as student schedules, contingency maps, by providing a clear display of expectations, consequences, and rewards.	
Vendor Name: DynaVox Technologies	Email: cari.jesse@dynavoxtech.com
Vendor Contact: Cari Jesse	Phone Number 618-444-0635
Justification Information	
1. Why the uniquely specified goods are required? Nottingham CAJT High School currently does not have an assistive technology device (ATD) for communication for students with developmentally disabilities who are functionally non-verbal. The only access Nottingham CAJT staff have to these devices is through an equipment technology consortium where the student is trained on the device for a limited amount of time and then the device has to be returned until additional trial devices can be secured. Equipment is not consistently available to our students to assist in their communication needs. Currently, Nottingham CAJT has eleven (11) non-verbal students who require such a device to communicate. To determine the need of an ATD for communication, device trials are conducted, a report is written, and an AAC (Alternative Augmentative Communication) Evaluation is scheduled. Successful use of an ATD for communication is measured through classroom participation and responses in a functional academic setting as well as through progress towards goals and objectives. The purpose is to ensure all students can communicate effectively in order to optimize their educational growth, increase socialization with peers, and support their personal safety.	
2. Why good or services available from other vendors /competitors are not acceptable? No other vendors offer this assistive technology device for communication.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...) Statements from vender/manufacturer are attached.	
4. List the Names of other Vendors contacted & Price Quotes: Please see attached document regarding DynaVox Systems, LLC products.	
<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).
- x **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.



Mayer-Johnson
Advancing human expression
and learning.

DynaVox Systems, LLC
PO Box 643661
Pittsburgh, PA 15264-3661

Phone: 1-800-344-1778
Fax: 1-866-861-6084
Fax2: 1-866-641-3866

Case Number: DB 83961

Date Requested: 1/23/2012

Sales Consultant: CARI JESSE

Point of Care: SCHOOL

Quote Number: 89280

Expiration Date: 3/20/2012

Shipping Method: UPS GROUND

Condition: Unknown

REQUESTOR

NAME: AMANDA BROUILLETTE

ATTENTION:

ADDRESS 1: 801 N 11TH STREET, 2ND FLOOR

CITY, STATE, POSTAL CODE: SAINT LOUIS, MO 63101

COUNTRY: USA

PHONE 1: (314) 633-5351

EMAIL: AMANDA.BROUILLETTE@SLPS.ORG

Item Number	Item Description	QTY	List Price	Contracted Price	Discount Amount	Discount Percent	HCPC	Modifier	Extended List Price	Extended Contracted Price
750331	Maestro Windows 7 Ultimate Device	1	\$7,820.00	\$7,820.00	\$0.00		E2510 NU		\$7,820.00	\$7,820.00
800292	MAESTRO EXTENDE D BATTERY,ENG SPEAKING	1	\$0.00	\$0.00	\$0.00				\$0.00	\$0.00
501921	Maestro Accessible Carrying Case	1	\$155.00	\$155.00	\$0.00		E2599-NU		\$155.00	\$155.00

Tax: \$0.00
Shipping: \$50.00
Total: **\$8,025.00**

Note: ST. LOUIS PULIC SCHOOL



Advancing human expression
and learning.

DynaVox Systems LLC
2100 Wharton Street Ste400
Pittsburgh, PA 15203
800-344-1778
Fax: 866-513-9261

January 20, 2012

This letter is to confirm that:

DynaVox Systems LLC is sole source of DynaVox products due to the existence of a patent and copyright.

DynaVox products include: the V+ and VMax+, M³, DynaWrite 2, Tango!, Eyemax, Maestro and the Xpress augmentative communication devices, hardware and software.

DynaVox Systems LLC, in Pittsburgh, PA. is the sole authorized repair agent and parts supplier for our devices listed above.

Please contact DynaVox Systems, 1-800-344-1778 for written price quotes or any other questions.

Sincerely,

Jill Schlosser
Direct Bill Manager



BOARD RESOLUTION

Date: March 7, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Deanna Anderson, Exec. Dir., Transportation

Agenda Item: 04-12-12-01

Action: ☒

Action to be Approved: School Calendar

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

SUBJECT: Request approval to adopt the FY12-13 School Calendar.

BACKGROUND: Attached is the FY12-13 School Calendar submitted for approval. In the proposed FY12-13 School Calendar, please note the following: two (1) additional Professional Development days; the first day for students occurs on Monday, August 13; last class day occurs May 24, 2012; winter break is scheduled for December 26 to December 31; spring break is scheduled for March 18 to March 22; 2 recordkeeping days; and six (6) snow days are in the calendar as required by Missouri State Statutes. There is a total of 176 student days totaling 1,135.2 hours. The hours of instruction per school day are 6 hours and 27 minutes.

Accountability Plan Goals:

Objective/Strategy:

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

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

Department: Operations

Requestor: Deanna J. Anderson

Deanna Anderson
Deanna Anderson, Exec. Dir., Transportation

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

Angela Banks
Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

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



BOARD RESOLUTION

Date: March 5, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Nicole Williams, Dep. Supt., Academics

Agenda Item : 04-12-12-002

Action: ☒

Action to be Approved: Summer School 2012

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

Previous Board Resolution # 04-21-11-02

Approved Cost \$2,000,000.00

SUBJECT: Request for approval to operate Summer School 2012. There will be a four week session for identified Saint Louis Public School students beginning June 4, 2012 through June 28, 2012. The cost of the Summer School Program is not to exceed \$3,000,000.00. This cost is inclusive of salaries, professional development, ACE Alternative School Program, and operating costs such as supplies and instructional materials.

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

Please see Page 2 for additional background information.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.D.4.

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

Fund Source:	Non-GOB	Requisition #:
Amount: \$3,000,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$3,000,000.00	☒ Pending Funding Availability	Vendor #:

Department: Academic Office

Requestor:

Sheila Smith Anderson
Sheila Smith Anderson, Exec. Dir., Curr. Instruc
3/7/12

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent

Board Resolution: Summer School 2012

Background: (Continued) The following groups have been identified to receive services: 1) First-time kindergartners without prior pre-k experiences and identified pre-3 and pre-4 students, 2) K-8 students for enrichment, 3) elementary students who qualify for services under Senate Bill 319, 4) student who have IEPs and are eligible for extended services, 5) all K-8 students who receive services in the ELL/ESOL program, 6) eighth grade middle school students transitioning into the ninth grade for select schools that are part of the High School Initiative Grant and, 7) high school students who need to earn academic credits to make-up courses to assist them in maintaining academic schedules/courses of study and intervention in Algebra I, and World Literature. In the elementary grades, teachers will follow a project-based curriculum to increase academic proficiency in communication arts and math. A pre-test and post-test will be administered for students in grades 3-4 to determine eligibility under SB319. Attendance and credits earned toward graduation will be evaluated at the secondary level.



Board Resolution

Date: March 6, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 04-12-12-03

Action: X

Action to be Approved:

☒ Contract Increase/Decrease

Other Transaction Descriptors: _____

Previous Board Resolution 02-16-12-28

Approved Amount \$ 30,703.92

SUBJECT:

To approve the amendment of a contract with IPNS, LLC previously approved under Board Resolution 02-16-12-28 for CISCO network equipment end-of-life maintenance services for the period July 1, 2012 to June 30, 2013. The cost of the contract will be increased by \$78,398.58. The total cost of the SLPS portion of the contract will not exceed \$109,102.50 (SLPS match based on the Free & Reduced Rate) for maintenance at all eligible locations pending receipt of the 2012-13 E-Rate Funding Commitment Decision Letter. The total value of the contract is \$839,250.00.

BACKGROUND:

This service is needed to protect/repair the CISCO network equipment that is no longer under warranty, which will increase network reliability and performance. The data that is used for measurement is taken from the SLPS' Magic Help Desk report of the amount of time the phone system and data network is functioning. This is in keeping with the Accountability Goals of providing students, teachers, administrators, and parents concurrent access to information and academic tools for teaching and learning.

The intent of this contract and the previously approved E-Rate contracts where the vendors were selected by RFP, is for the contractual period to go for three years with annual approval by the SAB.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.D.

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

Fund Source:	981	-	54	-	110	-	2828	-	6319	GOB	Requisition #:
Amount:	\$						78,398.58				
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Cost not to Exceed:	\$						78,398.58	☒	Pending Funding Availability	Vendor #:	600009971

Department:

Technology Services

Cheryl VanNoy
Cheryl VanNoy, Exec. Dir., Technology Services

Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

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

Dr. Kelvin R. Adams, Superintendent



Board Resolution

Date: March 7, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 04-12-23-04

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

☒ Contract Increase/Decrease
Previous Board Resolution 03-10-11-10
Approved Amount \$ 60,000.00

SUBJECT:

To approve the amendment of the contract renewal with Charter Business Solutions previously approved under Board Resolution 03-10-11-10 to provide High Speed Internet Access. The total cost of the contract will be increased by \$21,000.00. The total cost of the contract will not exceed \$81,000.00. The cost reflected is the total cost of the contract, pending receipt of the 2011-12 E-Rate Funding Commitment Decision Letter. The SLPS discounted portion is anticipated to increase from \$7,200 to \$10,350 (SLPS match based on the Free & Reduced Rate).

BACKGROUND:

This service is needed to ensure internet access for all SLPS District locations. The increase in cost is to increase the bandwidth of the internet access which will increase the speed of use for the students and staff. This contract is paid via the Billed Entity Applicant Reimbursement Method.

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

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

Fund Source:	981	-	54	-	110	-	2828	-	6319	GOB	Requisition #:
Amount:	\$						21,000.00				
Fund Source:	-		-		-		-		-		Requisition #:
Amount:											
Fund Source:	-		-		-		-		-		Requisition #:
Amount:											
Cost not to Exceed:	\$						21,000.00			Pending Funding Availability	Vendor #: 600013545

Department: Technology Services

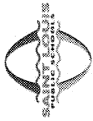
Cheryl VanNoy
Cheryl VanNoy, Exec. Dir., Technology Services

Angela Banks
Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

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

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



Board Resolution

Date: March 5, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 04-12-12-05

Action: X

Action to be Approved:

☒

Contract Renewal

Previous Bd. Res. # 03-31-11-07

Previous Year Cost \$ 28,000.00

Other Transaction Descriptors: _____

SUBJECT:

To approve a contract renewal with AT&T for cellular/wireless telephone service for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$28,000.00 (SLPS match-based on Free and Reduced rate) pending receipt of the 2012-13 E-Rate Funding Commitment Decision Letter. The total value of the contract is \$216,000.00 (pre-discount).

BACKGROUND:

The cellular/wireless telephone service is needed to provide the phone access needed by SLPS staff. This is in keeping with the Accountability Goals of providing all students, teachers, administrators and parents concurrent access to information and academic tools for teaching and learning.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.D.

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

Fund Source:	981	-	8L	-	110	-	2625	-	6361	GOB	Requisition #:
Amount:	\$				28,000.00						
Fund Source:	-		-		-		-		-		Requisition #:
Amount:											
Fund Source:	-		-		-		-		-		Requisition #:
Amount:											
Cost not to Exceed:	\$				28,000.00				X	Pending Funding Availability	Vendor #: 600008500

Department:

Technology Services

Cheryl Van Noy

Cheryl VanNoy, Exec. Dir., Technology Services

Mary M. Holihan

Mary M. Holihan, Dep. Supt., Operations

Angela Banks, Budget Director

Angela Banks

Enos Moss, CFO/Treasurer

Kelvin R. Adams

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐		Report Date: 02/29/2012	
Dept / School: Technology		Reported By: Cheryl VanNoy	
Vendor: AT&T		Vendor #: 600010435	
Contract # / P.O.#: Paid by Voucher		Contract Name: Cellular/Wireless Telephone Service	
Contract Amount: \$ 28,000		Award Date: 3/13/12	
Purpose of Contract (Brief Description): Cellular/Wireless Telephone Service			
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	X5		
	4		
	3		
	2		
	1		
Timeliness of Delivery or Performance	X5		
	4		
	3		
	2		
	1		
Business Relations	X5		
	4		
	3		
	2		
	1		
Customer Satisfaction	X5		
	4		
	3		
	2		
	1		
Cost Control	X5		
	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 ☒ No ☐			

VENDOR PERFORMANCE REPORT INSTRUCTIONS

Type of report Identify if this the 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 This 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: March 7, 2012

Agenda Item : 04/12/12-06

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Debra Falkiner, Director, Innovative Pathways

Action to be Approved: Contract Renewal

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

Previous Board Resolution #
Prior Year Cost

05-05-11-11
\$152,000.00

SUBJECT: To approve a contract renewal with the Achievement Commitment Excellence Learning Centers (ACE) to provide the alternative Summer School Program for the period June 4, 2012 through June 28, 2012 in an amount not to exceed \$160,000.00. The cost of the renewal contract is included in the \$3,000,000.00 proposed cost of the Summer School Program.

BACKGROUND: The Achievement Commitment Excellence Learning Centers (ACE) will provide alternative summer school programs to serve student referrals identified by the Innovative Pathways Division. The ACE Learning Center will provide 300 slots @ \$533.33 per slot.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.1.A,

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

Fund Source: TBD	Non-GOB	Requisition #:
Amount: \$160,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$160,000.00	☒ Pending Funding Availability	Vendor #:

Department: Parent/Student Engagement

Michael Haggen
Michael Haggen, Assoc. Supt., Office of Innovation

Angela Banks
Angela Banks, Budget Director

Dr. Dan Edwards
Dr. Dan Edwards, Assoc. Supt., Secondary Schools

Enos Moss
Enos Moss, CFO/Treasurer

Dr. Nicole Williams
Dr. Nicole Williams, Dep. Supt., Academics

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



Vendor Performance Report

Type of report: Final XX Quarterly ☐	Report Date: February 22, 2012
Dept / School: Secondary Education Office	Reported By: Dan Edwards
Vendor: ACE Learning Center	Vendor #: 600007614
Contract # / P.O. #: 4500157613	Contract Name: Alternative Summer School Program
Contract Amount: \$ 152,000.00	Award Date: 05-05-11
Purpose of Contract (Brief Description): Provide an alternative Summer School Program to serve student referrals identified by the Innovative Pathways Division.	
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
Quality of Goods / Services	5 X 4 3 2 1
Customer service is excellent. ACE brings their own team to service the students and District.	
Timeliness of Delivery or Performance	5 X 4 3 2 1
Eighteen percent of the SLPS graduates last school year attended ACE programs.	
Business Relations	5 X 4 3 2 1
Excellent working relationship.	
Customer Satisfaction	5 X 4 3 2 1
Eighteen percent of the SLPS graduates last school year attended ACE programs.	
Cost Control	5 X 4 3 2 1
ACE makes every attempt to keep costs down.	
Average Score	5.0
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 XX No ☐	

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: March 8, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Sharonica Hardin, Chief Human Resource Officer

Agenda Item : 04-12-12-07

Action: ☒

Action to be Approved: Contract Renewal

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

Prior Board Resolution 06-16-11-52

Prior Year Cost \$350,000.00

SUBJECT: To approve the renewal and amendment of the contract with Teach for America to provide recruiting and training for 70 first year teachers for the 2012/2013 school year at a cost of \$2,500 per teacher. In addition, a payment of \$2,500 per teacher for 70 second year teachers is also required. The cost of the contract for the 2012/2013 school year is not to exceed \$350,000.

BACKGROUND: The District approved a multi-year contract with Teach for America to recruit and train highly qualified teachers who are specifically equipped to positively impact student achievement in under-resourced communities. The annual contract cost was established in Board Resolution 02-13-07-04 as follows: \$186,000 (07-08); \$200,000 (0-09, 09-10, and 10-11). Subsequent changes in staffing needs caused the District to use additional teachers supplied by Teach for America in the 08-09; 09-10 and 10-11 school years. This request is to renew and amend that initial multi-year agreement for one year at a cost not to exceed \$350,000.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.F.

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

Fund Source: 990-00-110-2832-6319	GOB	Requisition #:
Amount: 350000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$350,000.00	☒ Pending Funding Availability	Vendor #: 600010140

Department: Human Resources

Requestor:



Sharonica Hardin, Chief Human Resource Officer



Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director



Enos Moss, CFO/Treasurer



Dr. Kelvin R. Adams, Superintendent





Board Resolution

Date: March 5, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Nicole Williams, Dep. Supt., Academics

Agenda Item: 04/12/2012

Action: X

Action to be Approved:

X

Contract Renewal

Previous Bd. Res.: 02-17-11-05
Prior Year Cost \$ 12,000.00

Other Transaction Descriptors: Sole Source

SUBJECT:

To approve a sole source contract renewal with Dr. Elizabeth Sale for evaluation services for the 21st Century Learning Center Programs for services to be provided from April 13, 2012 to June 30, 2012. The cost will not exceed \$11,500.00.

BACKGROUND:

Outside evaluation of the 21st Century Learning Center Programs is required as a part of the grant. Dr. Sale was the evaluator written into the grant and has provided evaluation since the inception of the program. Consistency with an evaluator from year to year has provided evaluations which exceed State and Federal requirements. The evaluations are required to verify the quality of the program as well as to identify areas for improvement for future programming.

Accountability Plan Goal: Goal I: Student Performance

Objective/Strategy:

I.A.1.

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

Fund Source:	827 - Q1 - 292 - 1663 - 1619	Non GOB	Requisition #:	10128049
Amount:	\$ 1,500.00			
Fund Source:	827 - RQ - 292 - 1663 - 1619	Non GOB	Requisition #:	10128050
Amount:	\$ 1,000.00			
Fund Source:	827 - QV - 292 - 1663 - 1619	Non GOB	Requisition #:	10128052
Amount:	\$ 1,000.00			
Fund Source:	827 - V4 - 292 - 1663 - 1619	Non GOB	Requisition #:	10128053
Amount:	\$ 8,000.00			
Cost not to Exceed:	\$ 11,500.00		Pending Funding Availability	Vendor #: 600012950

Department:

Community Education

Angela Banks, Budget Director

John Windom, Exec. Dir., Community Education

Ends Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Judith King	Date: February 6, 2012
Department / School: 21 st Century Grant Program	Phone Number: 314-345-4409
<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) Program uniquely designed to evaluate students ages 5-21 at 21 st Century Community Learning Centers as required by grant.	
Vendor Name: Dr. Elizabeth Sales	Email: Liz.Sales@mimh.edu
Vendor Contact: Dr. Elizabeth Sales	Phone Number 314-877-6483
Justification Information	
1. Why the uniquely specified goods are required? 21 st Century Community Learning Grant requires evaluation and encourages consistency with the evaluator from year to year. Evaluator is written into each grant as required by DESE.	
2. Why good or services available from other vendors /competitors are not acceptable? Need of evaluators who support and are trained in the evaluation of programs for children. Can identify best practices for sound programming for children at risk in an after school environment.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...) Provides a 5year, yearly evaluation of the program from the same evaluator. We are currently in the 3 rd year of the 5 year grant.	
4. List the Names of other Vendors contacted & Price Quotes: To meet the consistency goal of DESE and the Grant, no other individuals were contacted.	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole-source request will not be approved without the required signatures below:	
<i>John Sales</i> Department Head	<i>3/7/12</i> Date
CFO	Date
Superintendent	Date

Sole Source Checklist

1. Check one of the following:

X 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.



BOARD RESOLUTION

Date: March 5, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Roger CayCe, Exec. Dir., Operations/Bldg. Comm.

Agenda Item : 04-12-12-09

Action: ☒

Action to be Approved: Contract

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

RFP/Bid #

PS45-1112

SUBJECT: To approve a contract with J.L. Brown Contracting to renovate the Greenhouse at Gateway High School. This work should begin on March 14, 2012 and will be completed by May 30, 2012 at a cost not to exceed \$215,600.00, which includes a 10% contingency of \$19,600.00. This project will be funded through the Proposition S Bond Program.

BACKGROUND: Presently the Greenhouse is not functional. This renovation will allow the Greenhouse to become fully operational. This work will be funded by the Proposition S Bond Program under the upgrade of Labs, Library, Auditorium estimated at \$15,000,000.00. With this project approved, the balance of the Labs, Library Auditorium budget is \$9,694,456.50.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1.

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

Fund Source: 905-00-910-2629-6333	Proposition S	Requisition #:
Amount: \$215,600.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$215,600.00	☐ Pending Funding Availability	Vendor #: 600012717

Department: Operations

Requestor: Linda McKnight

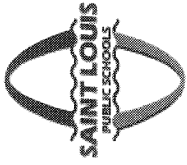
Roger CayCe
Roger CayCe, Exec. Dir., Operations/Bldg. Comm.

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

Angela Banks
Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

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



March 6, 2012

MEMORANDUM

TO: Rick Schaeffer: Purchasing Office

FROM: Linda C. McKnight

RE: Bid Evaluation Record for RFP# PS45-1112 Greenhouse Renovation at Gateway High School for Proposition S Bond Construction

The evaluation began on February 14, 2012 and concluded on February 19, 2012. The evaluation committee consisted of the following:

Roger CayCe	Building Commissioner	SLPS
Mike Dobbs	Project Manager	SLPS
Yvonne Green	Project Manager	SLPS
Ronald Roberts	Construction Manager	Kwame Building Group

Bid from the following companies were evaluated and recorded as follows:

Company Name	Bid Amount	Overall Score	Award (Y/N)
J.L. Brown Contracting Services	\$196,000	320	Yes
Hummert International	\$200,000	300	No
Midwestern Design and Construction	\$225,900	280	No

Linda C. McKnight
Budget Analyst
Operations Department

NAME: Roger L. Cayce

BID SUMMARY FOR RFP# PS45-1112 – Greenhouse Renovation at Gateway High School											
Contractor	Price	M/WBE Participation	SLPS Past Performance	Use of "P" Card Included in Pricing	Vendor's Experience	Total Score					
J. L. Brown Contracting Services											
Score	Max 40%	30	Max 30%	20	Max 10%	10	Max 10%	10			80
Hummet International											
Score	Max 40%	25	Max 30%	20	Max 10%	10	Max 10%	10			75
Midwestern Design and Construction											
Score	Max 40%	20	Max 30%	20	Max 10%	10	Max 10%	10			70
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-			-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-			-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-			-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-			-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-			-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-			-

NAME: Mike Dobbs

BID SUMMARY FOR RFP# PS45-1112 – Greenhouse Renovation at Gateway High School											
Contractor	Price	score	M/WBE Participation	score	SLPS Past Performance	score	Use of "P" Card Included in Pricing	score	Vendor's Experience	score	Total Score
J. L. Brown Contracting Services											
	Score	Max 40%	30	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10
	Hummert International										
Midwestern Design and Construction	Score	Max 40%	25	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10
	Score	Max 40%	20	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	70
	Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-
	Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-
	Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-
	Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-
	Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-
	Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-

BID SUMMARY FOR RFP# PS45-1112 – Greenhouse Renovation at Gateway High School											
Contractor	Price	score	M/WBE Participation	score	SLPS Past Performance	score	Use of "P" Card Included in Pricing	score	Vendor's Experience	score	Total Score
J. L. Brown Contracting Services											
	Max 40%	30	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	80
Hummert International											
Score	Max 40%	25	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	75
Midwestern Design and Construction											
Score	Max 40%	20	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	70
	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-

BID SUMMARY FOR RFP# PS45-1112 – Greenhouse Renovation at Gateway High School											
Contractor	Price	score	M/WBE Participation	score	SLPS Past Performance	score	Use of "P" Card Pricing Included in	score	Vendor's Experience	score	Total Score
J. L. Brown Contracting Services											
	Max 40%	30	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	80
Hummert International											
	Max 40%	25	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	75
Midwestern Design and Construction											
	Max 40%	20	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	70
	Max 40%		Max 30%		Max 10%		Max 10%		Max 10%		
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-



BOARD RESOLUTION

Date: March 5, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Roger CayCe, Exec. Dir., Operations/Bldg. Comm.

Agenda Item : 04-12-12-10

Action: ☒

Action to be Approved: Contract

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

RFP/Bid #

PS45-1112

SUBJECT: To approve a contract with Hankins Construction to provide signs in front of the schools listing the Proposition S work to be done at each school. This work should begin on April 1, 2012 and be completed by August 1, 2012 at a cost not to exceed \$51,150.00, which includes a 10% contingency of \$4,650.00. This project will be funded through the Proposition S Bond Program.

BACKGROUND: The signs will publicize to the community the specific project(s) being completed at each school with Proposition S funds. This work will be funded by the proposition S Bond Program under upgraded of Playgrounds/Parking estimated at \$4,700,000.00. With this project approved, the balance of the Playgrounds/Parking budget is \$3,431,150.00.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1.

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

Fund Source: 905-00-910-2629-6333	Proposition S	Requisition #:
Amount: \$51,150.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$51,150.00	☐ Pending Funding Availability	Vendor #: 600000806

Department: Operations

Requestor: Linda McKnight

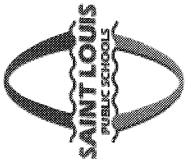
Angela Banks, Budget Director

Roger CayCe, Exec. Dir., Operations/Bldg. Comm.

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



February 24, 2012

MEMORANDUM

TO: Rick Schaeffer: Purchasing Office

FROM: Linda C. McKnight

RE: Bid Evaluation Record for RFP# PS51-1112 Project Site Signs for Proposition S
Bond Construction

The evaluation began on February 21, 2012 and concluded on February 23, 2012. The evaluation committee consisted of the following:

Roger CayCe	Building Commissioner	SLPS
Mike Dobbs	Project Manager	SLPS
Yvonne Green	Project Manager	SLPS
Ronald Roberts	Construction Manager	Kwame Building Group

Bid from the following companies were evaluated and recorded as follows:

Company Name	Bid Amount	Overall Score	Award (Y/N)
Hankins Construction	\$46,500	320	Yes
Interface Construction	\$81,600	300	No

Linda C. McKnight
Budget Analyst
Operations Department

BID SUMMARY FOR RFP# PSS1-1112 – Project Site Signs												
Contractor	Price	score	M/WBE Participation	score	SLPS Past Performance	score	Use of "P" Card Included in Pricing	score	Vendor's Experience	score	Total Score	
Hankins Construction												
Score	Max 40%	30	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	80	
Interface Construction												
Score	Max 40%	25	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	75	
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-	
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-	
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-	
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-	
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-	

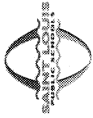
BID SUMMARY FOR RFP# PS51-1112 – Project Site Signs											
Contractor	Price	score	M/WBE Participation	score	SLPS Past Performance	score	Use of "P" Card Included in Pricing	score	Vendor's Experience	score	Total Score
Hankins Construction											
	Max 40%	30	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	80
Interface Construction											
Score	Max 40%	25	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	75
	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-

BID SUMMARY FOR RFP# PS51-1112 – Project Site Signs											
Contractor	Price	score	M/WBE Participation	score	SLPS Past Performance	score	Use of "P" Card Included in Pricing	score	Vendor's Experience	score	Total Score
Hankins Construction											
	Max 40%	30	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	80
Interface Construction											
Score	Max 40%	25	Max 30%	20	Max 10%	10	Max 10%	10	Max 10%	10	75
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-
Score	Max 40%	-	Max 30%	-	Max 10%	-	Max 10%	-	Max 10%	-	-

NAME: Ron Roberts

BID SUMMARY FOR RFP# PSS1-1112 – Project Site Signs

[illegible]



Board Resolution

Date: March 7, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 04-12-12-21

Action: X

Action to be Approved:

X RFP/Bid

Other Transaction Descriptors: _____

RFP Number

013-1112

SUBJECT:

To approve a contract with World Wide Technology (WWT) to replace all network equipment within the District for the period July 1, 2012 to February 1, 2014 at a cost not to exceed \$874,765.00 (SLPS match-based on Free and Reduced Rate) pending receipt of the 2012-13 E-Rate Funding Commitment Decision Letter and will be paid from Proposition S funds. The total value of the contract is \$6,728,962.01 (pre-discount) which includes a 20% contingency of \$1,121,494. The 801 location will be replaced beginning July 1, 2012 and is not pending on E-Rate funding. However, this will be at a cost not to exceed \$200,000.00.

BACKGROUND:

This service is needed to replace all network equipment at the 801 North 11th Street location (data center) and at each of the schools. It will also add dense wireless coverage in all locations. This will increase network reliability and performance since the current infrastructure is eleven years old. This is in keeping with the Accountability Goals of providing students, teachers, administrators, and parents concurrent access to information and academic tools for teaching and learning. This will be paid with the discount amount method calculated currently at 13% cost to SLPS through Prop S funds.

Accountability Plan Goal: Goal III: Facilities, Resources Support				Objective/Strategy:		III.D.	
FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)							
Fund Source:	905	-	00	-	910	-	2629 - 6333
Amount:	\$		874,765.00				Non GOB
Fund Source:	-	-	-	-	-	-	
Amount:							
Fund Source:	-	-	-	-	-	-	
Amount:							
Cost not to Exceed:	\$		874,765.00				

Department:

Technology Services

Cheryl VanNoy

Cheryl VanNoy, Exec. Dir., Technology Services

Angela Banks

Angela Banks, Budget Director

Enos Moss

Enos Moss, CFO/Treasurer

Mary M. Houlihan

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams

Dr. Kelvin R. Adams, Superintendent



March 7, 2012

MEMORANDUM

TO: Kevin Coyne

FROM: Cheryl L. VanNoy

RE: Bid Evaluation Record for RFP 0013-1112 Network Core Upgrade & Dense Wireless solution

The evaluation committee consisted of the following:

Cheryl L. VanNoy	Executive Director of Technology Services	SLPS
Mark Howell	E-Rate Project Manager	SLPS
Kevin Coyne	Sr. Risk Management & Compliance Analyst	SLPS
Jesolyn Larry	Technology Consultant	SLPS

Bids from the following companies were evaluated and recorded as follows:

Company name	Original Bid Amount	Preliminary Review	Final Proposed Bid	Final after demonstration	Award (Y/N)
Avaya	\$7,573,988	244	N/A	N/A	No
C & C **	\$5,452,000	252	N/A	N/A	No
CompuCom **	\$4,446,000	236	N/A	N/A	No
IPNS Cisco *	\$5,905,000	332	\$6,137,538.29	368	No
IPNS Enterasys	\$7,261,421	300	N/A	N/A	No
Netelligent	\$4,715,000	365	N/A	N/A	No
Netelligent *	\$4,856,000	368	\$6,072,048.33	380	No
Sas**	\$4,154,000	276	N/A	N/A	No
Tech Electronics	\$9,127,236	256	N/A	N/A	No
World Wide Technology (WWT) *	\$3,659,000	356	\$5,607,468.33	392	Yes

* Three companies were invited to demo their solution.
 ** Proposal was not a complete solution.

After discussion of "like to like" equipment inventories and solutions, and with increases by all three demo companies, WWT was still the lowest appropriate bid. The overall cost includes a 20% contingency amount.

Cheryl L. VanNoy
 Executive Director of Technology Services



BOARD RESOLUTION

Date: March 6, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Dan Edwards, Assoc. Supt., Secondary Schools

Agenda Item : 04-12-12-12

Action: ☒

Action to be Approved: Purchase of Service (s) Other Transaction Descriptors:
(i.e.: Sole Source, Ratification)

Previous Board Resolution # 05-26-11-07
Prior Year Cost \$ 25,090.35

SUBJECT: To approve the purchase of services from Riddell / All-American to recondition and sanitize all of the football helmets and shoulder pads for the high schools. The services will be performed between April 13, 2012 and June 1, 2012 at a cost not to exceed \$25,500.00.

BACKGROUND: The helmets must be recertified each year to ensure that they are still structurally sound and can protect our football players from injury. The recertification is a mandatory requirement for all schools according to the National Federation of High Schools. Those helmets that cannot be recertified, will not be returned to the schools and will be replaced by the new helmets that are being purchased as a part of the helmet replacement program.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: I.A.

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 #: 10128350
Amount: \$25,500.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$25,500.00	☐ Pending Funding Availability	Vendor #: 600000969

Department: High School Athletics

Requestor: Travis Brown

Angela Banks, Budget Director

Dr. Dan Edwards, Assoc. Supt., Secondary Schools

Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final XX Quarterly ☐		Report Date: February 22, 2012	
Dept / School: Public High League Office		Reported By: Martin Jenkins	
Vendor: Riddell/All American Sports Corp.		Vendor #: 600000969	
Contract # / P.O. #: 4500157517		Contract Name: Football Equipment Reconditioning	
Contract Amount: \$ 25,090.35		Award Date: 05-26-11	
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	The sanitization process used by Riddell goes above and beyond what is available from other vendors.	
Timeliness of Delivery or Performance	5 4 X 3 2 1	The helmets were delivered in late June.	
Business Relations	5 X 4 3 2 1	The Riddell representative is very responsive to questions and needs of SLPs.	
Customer Satisfaction	5 X 4 3 2 1	The PHL office and the school athletic directors are all highly complimentary of the service.	
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. Please Check Yes XX No ☐			

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

Riddell / All-American

Gary Boevers, # 10 Castlewood Ct., St. Peters, MO 63376
Phone & Fax 636-926-2624, email: Gboevers@riddellsales.com

February 21, 2012

Kevin Coyne
St. Louis Public Schools

Mr. Coyne,

This letter is to confirm the extension of reconditioning bid #RFP021-0910, awarded to All American Reconditioning. All unit pricing to carry forward, item and parts count will be determined after on-sight evaluation, scheduled for next week. The following information is a preliminary estimate based on last year's numbers along with the influx of new helmets. Please note this estimate is a ceiling figure and will not exceed, but may be less the estimated. Again, quantities are approximations.

CARNAHAN HS	55 HELMETS	50 PADS	\$2,100
SUMNER HS	50 HELMETS	45 PADS	\$2,000
ROOSEVELT HS	55 HELMETS	50 PADS	\$2,100
VASHON HS	67 HELMETS	50 PADS	\$3,200
CLEVELAND NJROTS	60 HELMETS	50 PADS	\$2,200
SOLDAN HS	45 HELMETS	45 PADS	\$2,000
GATEWAY TECH	65 HELMETS	55 PADS	\$2,800
MILLER CAREER ACADEMY	70 HELMETS	60 PADS	\$2,900
NORTHWEST/BEAUMONT	100 HELMETS	90 PADS	\$5,200
<u>SHIPPING</u>			<u>\$1,000</u>
TOTAL (NOT TO EXCEED)			\$25,500

Cordially,



Gary Boevers
Riddell/All-American
C) 636-399-3093



BOARD RESOLUTION

Date: March 5, 2012

Agenda Item : 04-12-12-13

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sheila Smith-Anderson, Exec. Dir., Curr. Instruc

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a sole source purchase from Scholastic Education of the technology plans for the middle schools and high schools using Read 180 at a cost not to exceed \$39,161.25.

BACKGROUND: Per the budget request submitted for the 2011-2012 school year and approve, this purchase is for technology plans to ensure: students receive the current Read 180 program and Scholastic Reading Inventory (SRI) upgrades; buildings receive updated information and program support; our technology department staff receives the support needed to solve program technology issues; and on-site visits, technical webinars, phone, email, technical newsletters, and web support as needed.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.1.d.

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

Fund Source: 847-00-110-2218	GOB	Requisition #: 10128123
Amount: \$39,161.25		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$39,161.25	☐ Pending Funding Availability	Vendor #: 600013873

Department: Curriculum & Instruction

Requestor:


Sheila Smith-Anderson, Exec. Dir., Curr. Instruc


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Nicole Williams, Dep. Supt., Academics

3/7/2012


Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Sheila Smith-Anderson	Date: January 31, 2012
Department / School: Curriculum & Instruction	Phone Number: 345-4486
<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)	
All of our middle schools and some of our high schools are using and have been using the READ 180 program since 2008. The technology plans are to support continued use of READ 180.	
Vendor Name: Scholastic Education	Email: RAnderson2@Scholastic.com
Vendor Contact: Robert Anderson	Phone Number 800-387-1437 ext 356
Justification Information	
1. Why the uniquely specified goods are required?	
As Scholastic changes and upgrades technology to improve the program, our teachers, District and building technology department staff need to receive support to solve program technology issues, have the availability of on-site program technicians, connections to technical webinars, phone, email, newsletters, and web support in order for the program to be efficiently utilized by students.	
2. Why good or services available from other vendors /competitors are not acceptable?	
There are no other providers of this intensive Reading intervention program and assessment.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
Quote Attached.	
4. List the Names of other Vendors contacted & Price Quotes:	
This program has been utilized in the District continuously since 2008. This request is for technology support and upgrades that come available as we continue to use the program.	
<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:

xx 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).

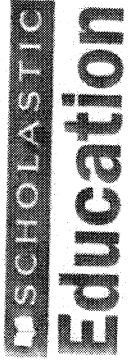
☐ **Emergency URGENT NEED** for the item or service does not permit soliciting competitive bids, as in cases of emergencies, disasters, etc.

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.



Quotation

Scholastic Education Inside Sales
2315 Dean Street, Suite 600, St. Charles, IL 60175
Phone: (800) 387-1437 Fax: (877) 242-5865

Prepared for:

Ms. Cathy Cassy,
ST LOUIS CITY SCHOOL DISTRICT
801 N 11th St
Saint Louis, mo 63101

Prepared by:

Bob Anderson
Technical Services Sales Rep
800-387-1437 ext. 356
randerson2@scholastic.com

Date: 12/8/2011

ISBN #	Description	QTY	Unit Price	Subtotal	Discount Amount	Total
951725	Premium Product Maintenance and Support Plan for 11-20 schools (one year, price per school)	14	\$2,950.00	\$41,300.00	\$4,130.00	\$37,170.00

For schools with no current plans, plans will start on the order date and end in one year.

600070310 BUSCH ACADEMIC-ATHLETIC ACAD

600070246 CARR LANE VPA MIDDLE SCHOOL

600109142 COMPTON-DREW ILC MIDDLE SCHOOL

600156675 GATEWAY MATH & SCIENCE PREP

600070275 LONG MIDDLE CEC SCH

600070285 PEABODY EMINTS ELEMENTARY SCH

600070308 YEATMAN MIDDLE SCHOOL

600070273 LANGSTON MIDDLE SCHOOL

600070271 L'OUVERTURE MIDDLE SCHOOL

600070258 FANNING MIDDLE SCHOOL

600070299 VASHON HIGH SCHOOL

600109140 LYON@BLOW

600070286 ROOSEVELT HIGH SCHOOL

600070292 SOLDAN H S

951725	Premium Product Maintenance and Support Plan for 11-20 schools (one year, price per school)	1	\$2,212.50	\$2,212.50	\$221.25	\$1,991.25
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600070294 STEVENS MIDDLE SCHOOL From 2/4/2012 to 11/15/2012 9 months

The Premium Maintenance and Support Service includes access to the READ180 Interactive Teaching System (ITS) & Digital Training Zone (DTZ), phone support, email support, Web chat, online FAQs, software updates and maintenance releases, and on-site service to resolve identified software issues that cannot be resolved remotely or over the phone. In addition to covering READ180 and System 44, this plan covers ReadAbout, Scholastic Phonics Inventory, Scholastic Reading Inventory, Scholastic Reading Counts!, Zip Zoom English, WiggleWorks, FASTT Math, Fraction Nation and Scholastic Math Inventory-all for one low price per school!

Subtotal	\$43,512.50	\$4,351.25	\$39,161.25
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Shipping and Handling	\$0.00
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Sales Tax	\$0.00
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Prices are valid for 90 days.

63101705

Please fax or email your purchase order - attn: Bob Anderson
fax # 877-242-5865 email: eProcurement@scholastic.com

Terms and Conditions: State law requires that sales tax be added to your order unless we have a sales tax exemption certificate on file. Scholastic's terms are FOB shipping point unless otherwise noted on the purchase order. Customers must notify Scholastic in writing no less than five (5) business days in advance of any cancellation or rescheduling of training, in-classroom support, or other onsite services. If such notice is not received by Scholastic, customers will be charged (or forfeit prepayment) for cancelled or missed days. Unless otherwise noted, all services must be delivered within 24 months of purchase.

