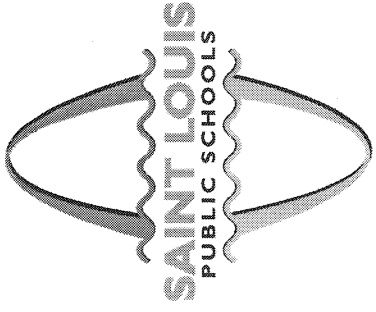




BOARD MEETING

THURSDAY, MAY 17, 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

SPECIAL ADMINISTRATIVE BOARD MEETING

ADMINISTRATIVE BUILDING-801 N. 11TH STREET

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Approval of Minutes
 - a. May 3, 2012
- 5) Student/Staff Recognition(s)
- 6) Public Comments
- 7) Superintendent's Report
 - a. Informational Items *(None due to Graduation Ceremony)*
 - b. Business Action Items
- 8) Consent Agenda
- 9) Board Member Updates
- 10) Adjournment

[illegible]

**ST. LOUIS PUBLIC SCHOOLS
SUPERINTENDENT'S REPORT
May 17, 2012**

- 1.0 Preliminary
- 1.1 CONSENT AGENDA
- a) Information Item(s)
(None due to Graduation Ceremony)
- 1.2 b) Business Items
- 1) Consent Agenda
- 05-17-12-01** To approve the Student-In-Transition Coordinator as the LEA's Homeless Liaison.
- 05-17-12-02** To approve and adopt the findings and recommendations of the Administration to begin a reduction in force and eliminate certain positions due to declining enrollment, lack of work and the financially stressed status of the District.
APPROVED AT THE
5/3/12 MEETING
- 05-17-12-03** To approve and adopt the PreK-2 Early Dismissal Policy to give specific direction to school administrators and staff on their responsibilities with regard to release/dismissal procedures.
- 05-17-12-04** To approve and adopt the revised Promotion/Retention Policy for the 2012-2013 school year.
PULLED
AT THE 5/3/12 MEETING
- 05-17-12-05** To approve and revise Board Policy 1230 regarding parent and community engagement for schools receiving Title I Funding.
- 05-17-12-06** To approve and accept the funds from Area Resources for Community and Human Services (ARCHS) up to \$29,499.00.
- 05-17-12-07** To ratify acceptance of funds from the Community Development Administration in the amount of \$200,000.
- 05-17-12-08** To approve the February 2012 and March 2012 Monthly Budget Transaction Reports.
- 05-17-12-09** To approve the amendment of the contract with Deafway Interpreting Services originally approved under Board Resolution Number 06-16-11-12 with a dollar amount of \$320,000. This request is for an additional dollar amount of \$35,000 to service additional special education students. If this request is granted, the total dollar limitation for this contract will now be \$355,500.
FUNDING SOURCE: Non-GOB
- 05-17-12-10** To approve the amendment of the contract with Listening for Learning originally approved under Board Resolution Number 06-16-11-11 with a dollar amount of \$35,000. This request is for an additional dollar amount of \$11,500 to service additional special education students. If this request is granted, the total dollar limitation for this contract will now be \$46,500.
FUNDING SOURCE: Non-GOB

05-17-12-11

To approve the amendment of contracts with multiple vendors for private placement services for special education students that was originally approved under Board Resolution Number 06-16-11-16 with a dollar amount of \$2,056,824. This request is for an additional dollar amount of \$315,000. If this request is granted, the total dollar limitation for this contract will now be \$2,371,824.

FUNDING SOURCE: Non-GOB

05-17-12-12

To approve the amendment of contracts with Metropolitan Taxicab, St. Louis County Cab Company, Inc. and Harris Cab Company originally approved under Board Resolution Number 06-30-11-02 with a dollar amount of \$1,114,500. This request is for an additional dollar amount of \$700,000 because of increased services by students in the transition program. If this request is granted, the total dollar limitation for this contract will now be \$1,814,500.

FUNDING SOURCE: GOB

05-17-12-13

*APPROVED AT THE
5/3/12 MEETING*

To approve a contract with General Waste Services to provide lead abatement for window replacements at Sumner High School at a cost not to exceed \$269,885 that includes a 10% contingency of \$24,535. The work shall begin on May 25, 2012 and conclude on November 16, 2012.

FUNDING SOURCE: Prop S

05-17-12-14

*APPROVED AT THE
5/3/12 MEETING*

To approve a contract with Spray Services to provide lead abatement for window replacements at Dewey Elementary School at a cost not to exceed \$96,845 that includes a 10% contingency of \$8,804. The work shall begin May 25, 2012 and conclude on November 26, 2012.

FUNDING SOURCE: Prop S

05-17-12-15

*PULLED
AT THE 5/3/12 MEETING*

To approve a contract with Hankins Construction for window replacements at Dewey Elementary School and Sumner High School at a cost not to exceed \$2,627,680 that includes a 10% contingency of \$238,880. The work shall begin May 7, 2012 and concluded on November 16, 2012.

FUNDING SOURCE: Prop S

05-17-12-16

To approve a contract with Huber & Associates for maintenance on the newly implemented virtualization hardware system for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$64,500, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-17

To approve a sole source contract with Greg Tang Math, LLC to design and deliver academic mathematics that will support the District's initiative and goals of the Math Success for ELL's Math Science Partnership for the period August 2nd through 3rd, 2012 at a cost not to exceed \$17,200, pending funding availability.

FUNDING SOURCE: Non-GOB

05-17-12-18

To approve a sole source contract with Scholastic Achievement Partners International to design and deliver professional development that will address the Common Core State Standards. The dates of services are July 24, 2012 and August 7, 2012 at a total combined cost not to exceed \$18,000, pending funding availability.

FUNDING SOURCE: Non-GOB

05-17-12-19 To approve a contract renewal with Automated Data Process, Inc. (ADP) to provide benefits administration services for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$322,953, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-20 To approve a contract renewal with eSchool Solutions for the annual maintenance fee for the Substitute Employment Management System for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$14,800, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-21 To approve a contract renewal with Holmes Murphy to provide benefits consulting services for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$146,700, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-22 To approve a contract renewal with Netchemia, LLC to provide the software licenses for the District's web-based recruiter application and SAP integration subscription fee for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$15,128, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-23 To approve a contract renewal with KRONOS for hardware and maintenance support services for the time clock software application for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$110,000, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-24 To approve contract renewals for the Virtual School program through Connections Academy, Aventa Learning, Missouri Council on Economic Education, Florida Virtual School, The North Kansas City School District and any other DESE approved vendor for the period September 1, 2012 through June 30, 2013 in a total combined amount not to exceed \$100,000, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-25 To approve a sole source contract renewal with Tyler Technologies, Inc. (SIS K-12) for the annual license of the Student Information System for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$345,000, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-26 To approve a sole source contract renewal with College Summit for junior and senior year college access services for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$260,000, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-27 To approve a sole source contract renewal with the Twenty-Second Judicial Circuit Court of Missouri Family Court Juvenile Division of the Truancy Initiative for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$47,293, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-28

To approve a sole source contract renewal with Sharon Slane for consulting and grant writing services for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$50,000, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-29

To approve a renewal of the Memorandum of Understanding with the Curators of the University of Missouri on behalf of the University of Missouri to implement and evaluate the Missouri College Advising Corps Program at Gateway and Soldan High Schools for the period July 1, 2012 to June 30, 2013.

FUNDING SOURCE: N/A

05-17-12-30

To approve a membership renewal with the Missouri Schools Boards' Association (MSBA) for the period July 1, 2012 through June 30, 2013 in an amount not to exceed \$15,000, pending funding availability.

FUNDING SOURCE: GOB

05-17-12-31

To approve the purchase of 616 backpacks that includes school supplies from Backpack Gear Company for the students-in-transition program at a total cost not to exceed \$9,979.40.

FUNDING SOURCE: Non-GOB

05-17-12-32

To approve the purchase of 500 hygiene and personal care kits, 920 backpacks that includes school supplies and other essentials from Backpack Gear Company for the students-in-transition program at a total cost not to exceed \$27,967.75.

FUNDING SOURCE: Non-GOB

05-17-12-33

To approve the names changes of Mason, Froebel, Hodgen, Herzog and Jefferson Elementary Schools, Patrick Henry eMINTS Academy, Gateway Institute of Technology High School, Busch AAA Middle School and Lyon Academy of Basic Instruction at Blow.

05-17-12-34

To approve expenditures not to exceed \$50,000 for the purpose of recruiting Imagine School students and families.

APPROVED AT THE
5/3/12 MEETING
WALK-ON ITEM

FUNDING SOURCE: GOB

05-17-12-35

To approve a contract with Rhodey Construction to renovate existing classrooms to be used for a medical and dental clinic at Roosevelt High School at cost not to exceed \$317,988 that includes a 10% contingency of \$29,908. The work shall begin May 7, 2012 and conclude on June 28, 2012.

APPROVED AT THE
5/3/12 MEETING
WALK-ON ITEM

FUNDING SOURCE: Prop S

05-17-12-36

To approve a contract with Flooring Systems/Nigel Flooring LLC to replace the gym floors at Gateway and Soldan High Schools at cost not to exceed \$68,090 that includes a 10% contingency of \$6,190. The work shall begin May 7, 2012 and conclude on August 13, 2012.

APPROVED AT THE
5/3/12 MEETING
WALK-ON ITEM

FUNDING SOURCE: Prop S

05-17-12-37

To approve a contract with Kozeny Wagner/Ranieri to provide waterproofing, tuckpointing and plastering at multiple schools at cost not to exceed \$12,012,851 that includes a 10% contingency of \$1,092,077. The work shall begin May 7, 2012 and conclude on December 7, 2012.

APPROVED AT THE
5/3/12 MEETING
WALK-ON ITEM

FUNDING SOURCE: Prop S

05-17-12-38
*APPROVED AT THE
5/3/12 MEETING
WALK-ON ITEM*

To approve the purchase of Early Childhood Classroom (ECC) furniture, equipment and supplies as part of the ECC expansion classrooms from Kaplan Early Learning Company at a cost not to exceed \$353,141.40.

FUNDING SOURCE: Prop S

JUNE 7, 2012 ITEM(S) FOR CONSIDERATION

06-07-12-01

To approve a contract with Scholastic Education as the standard vendor to purchase the Read 180, System 44 and Expert 21 products at a total dollar limitation not to exceed \$400,000.

FUNDING SOURCE: Various

06-07-12-02

To approve a contract renewal with Accelify for School District Administrative Claiming services for the 2012-2013 school year at a cost not to exceed 3% of the generated revenue, pending funding availability.

FUNDING SOURCE: Non-GOB

06-07-12-03

To approve a contract renewal with Preferred Meal Systems, Inc. to lease the District's Lexington Avenue warehouse for the period July 1, 2012 through June 30, 2013 at a monthly lease rate of \$7,201.42.

06-07-12-04

To approve a contract renewal with Chartwells Food Services, a division of Compass Group USA, to provide food services to the District's schools for the 2012-2013 school year at a cost not to exceed \$13,866,359, pending funding availability.

FUNDING SOURCE: Non-GOB

06-07-12-05

To approve contract renewals with Schillers, KCAV, Haddock Education Technologies and TSI as the standard vendors for technology purchases of interactive boards, projectors, student response systems, eBeams and various peripherals for the period July 1, 2012 through June 30, 2013 at a dollar limitation not to exceed \$3,500,000, pending funding availability.

FUNDING SOURCE: Various

06-07-12-06

To approve a contract renewal with Dell Corporation as the standard vendor for technology purchases for items such as laptops, desktops, tables, servers, storage device and peripherals for the period July 1, 2012 through June 30, 2013 at a dollar limitation not to exceed \$5,500,000, pending funding availability.

FUNDING SOURCE: Various

06-07-12-07

To approve a contract renewal with Apple, Inc. as the standard vendor for technology purchases such as iPads, IMacs and iPods and other associated equipment and services for the period July 1, 2012 through June 30, 2013 at a total dollar limitation not to exceed \$3,000,000, pending funding availability.

FUNDING SOURCE: Various

06-07-12-08

To approve a contract renewal with Pitney Bowes to provide maintenance service and equipment on the postage meter application system for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$18,500, pending funding availability.

FUNDING SOURCE: GOB

- 06-07-12-09** To approve a contract renewal with MOREnet to provide technology resources and training for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$13,500, pending funding availability.
FUNDING SOURCE: GOB
- 06-07-12-10** To approve a contract renewal with SoftChoice to provide the Microsoft school agreement, Microsoft suite products, the antivirus software, Sophos and the email filtering application for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$174,000, pending funding availability.
FUNDING SOURCE: GOB
- 06-07-12-11** To approve a contract renewal with Stephen Warmack to serve as Principal of the Clyde C. Miller High School for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$104,841.72, pending the availability of funds.
FUNDING SOURCE: GOB
- 06-07-12-12** To approve a contract renewal with Steven R. Carroll and Associates for legislative representation of the St. Louis Public Schools for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$78,000, pending the availability of funds.
FUNDING SOURCE: GOB
- 06-07-12-13** To approve a Memorandum of Understanding with the YWCA Head Start Program to help maximize the use of available local resources in providing special education and related services to young children with disabilities and their families for the period July 1, 2012 through June 30, 2013.
FUNDING SOURCE: N/A
- 06-07-12-14** To approve a Memorandum of Understanding with the Urban League Head Start Program to help maximize the use of available local resources in providing special education and related services to young children with disabilities and their families for the period July 1, 2012 through June 30, 2013.
FUNDING SOURCE: N/A
- 06-07-12-15** To approve a Memorandum of Understanding with the Grace Hill Head Start Program to help maximize the use of available local resources in providing special education and related services to young children with disabilities and their families for the period July 1, 2012 through June 30, 2013.
FUNDING SOURCE: N/A
- 06-07-12-16** To approve the purchase of 50 ELMO Model TT-12 document cameras from Troxell Communication, Inc. at a total cost not to exceed \$28,700.
FUNDING SOURCE: Non-GOB
- 06-07-12-17** To approve the purchase of CSD Discovery Education Streaming licenses from the Cooperating School Districts for the period July 1, 2012 through September 30, 2013 at a cost not to exceed \$6,265.
FUNDING SOURCE: Non-GOB
- 06-07-12-18** To authorize approval to offer for sale the General Obligation Refunding Bonds.

May 17, 2012

BOARD RESOLUTION

Date: April 26, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 05-17-12-01

Action: ☒

Action to be Approved:

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

SUBJECT: In compliance with the findings by the Missouri Department of Elementary and Secondary Education, The Student -In- Transition Coordinator will and does serves as the District's LEAs Homeless Liaison.

BACKGROUND: Please see attached communication.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: H

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

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

Department: Students-In-Transition

Requestor:

Deidra Thomas-Murray, Students-In-Transition Coordinator

4/23/2012
Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer
Dr. Kelvin R. Adams, Superintendent

April 3, 2012

Deidra Thomas-Murray, Coordinator
Students-in-Transition Program
St. Louis City School District
801 N. 11th Street
St. Louis, MO 63101-1401

Re: Monitoring-Homeless Children and Youth Grant Program

Dear Deidra:

It was a pleasure meeting with you on March 12, 2012, for the monitoring review of your Homeless Grant Program. Below is a listing of the findings based on the on-site monitoring using the Self-Monitoring Checklist and the required corrective actions needed. Please respond by Friday, April 13, 2012 to all of the compliance issues identified in this report.

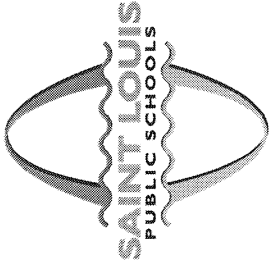
1. Title X, Part C: McKinney-Vento Homeless Education Program – Local Liaison (NCLB, 1113): Findings—the LEA did not identify or show evidence of whom their board had appointed as their Homeless Liaison. The evidence source for this would be a copy of board minutes identifying the Homeless Liaison by name and/or Title.
Required Action: The district must submit documentation showing who the LEAs Homeless Liaison is through adopted board minutes. The LEA did submit board minutes identifying who the Foster Care Liaison was.

I am confident that you and your staff will continue to pursue excellence and I am available anytime to assist in your quest. I can be reached by phone at 573-526-8763 or by email at donna.cash@dese.mo.gov. Again, thank you for your assistance and hospitality.

Sincerely,

Donna Cash

Donna Cash, Supervisor
Grants Management



ITEM 05-17-12-02

**APPROVED
AT THE
5/3/12 MEETING**



BOARD RESOLUTION

Date: April 20, 2012

Agenda Item : 05-17-12-03

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

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

SUBJECT: To approve and adopt the PreK-2 Early Dismissal Policy to give specific direction to school administrators and staff on their responsibilities with regard to release/dismissal procedures. This policy would be implemented for the 2012-2013 school year. There is no cost associated with the adoption of this policy. Committee comprised of representatives from the Deputy Superintendent's Office, Principals, Associate Superintendents, Local 420, Safety and Security and Early Childhood Education.

BACKGROUND: This policy is revised to support the District's administrative procedures for monitoring the early release/dismissal of PreK-2 students and to ensure that all safety measures are in place.

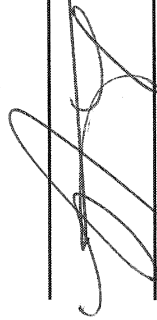
Accountability Plan Goals: Goal III: Facilities, Resources Support Objective/Strategy: H

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

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

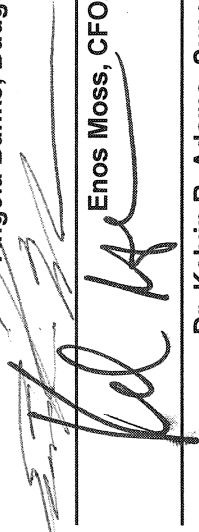
Department: Academics

Requestor: Dr. Nicole Williams

 4/22/2012

Dr. Nicole Williams, Dep. Supt., Academics


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

ST. LOUIS BOARD OF EDUCATION

ELEMENTARY

Welfare of Students

PreK – 2 Early Dismissal Procedures

Students must be delivered and picked-up from school and extended day programs at the designated start and release time. School arrival and dismissal times must be clearly posted.

Pre-K Early Release/Dismissal Procedures

Custodial Parent, Legal Guardian, and Noncustodial Parental Rights

Students will only be released to authorized persons as set forth on the authorized designee form. Students are only released to the custodial parent/guardian and the noncustodial parent (with written authorization of the custodial parent and presentation of a legal document proving relationship to the student) or the custodial parent's designee. It is the responsibility of the custodial parent to update student information and notify the school of restrictions related to the release of a child, such as divorce decrees that limit or deny access to school information.

When parents of a student are separated, involved in divorce proceedings, or are divorced, the building administrator will respect the rights of custodial and noncustodial parents equally except when a court order exists concerning special restrictions. It is the responsibility of the custodial parent to provide the school principal with a copy of such a court order if restricted access to students or student information is requested.

Parental rights include access to student records and school mailings, attendance at parent/teacher conferences and Individual Educational Program (IEP) meetings, and authority to request that a student be released early or be absent from school for a legitimate reason (with appropriate court documentation). Absent a court decree to the contrary, both natural parents have the right to view the student's school records; to receive school progress reports; to visit the child briefly at school; and to participate in parent and teacher conferences (not necessarily together in the same conference).

Early release/dismissal procedures are as follows:

- Custodial Parent/Legal Guardian/Designee must report to the main office.
- Custodial Parent/Legal Guardian/Designee must show photo identification that matches the name on a Designee Form (Authorized Pick-up Form).
- Custodial Parent/Legal Guardian/Designee must be at least 18 years old.

- Custodial Parent/Legal Guardian/Designee must sign the Early Dismissal Book and the front office staff will then complete an early dismissal slip which will be given to the parent/authorized person to give to the teacher. NO CHILD SHOULD LEAVE A CLASSROOM WITHOUT AN EARLY DISMISSAL SLIP FROM THE FRONT OFFICE.
- School Official/Office Personnel must notify the teacher by Public Announcement System/Telephone that an authorized adult is picking up the child. Parent/Authorized Person may then proceed to the classroom to pick up the child. Parent/Authorized Person will present the early dismissal slip to the teacher; child is then released to the parent/authorized person. **Pre-K parents must also sign the log book in the child's classroom.**

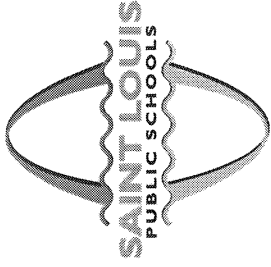
SCHOOL VISITORS

Any person entering the building must report directly to the office and sign the visitor's log for clearance. Upon clearance, the person will receive a visitor's badge to be worn in a manner that is visible while on school property. Visitors who are on school property without proper authorization, including students from other campuses or students suspended from that campus, would be considered to be trespassing and are subject to arrest.

SAFE-CALL

Safe-call is a confidential hotline for students, parents, teachers, neighbors and anyone concerned about the safety of their local school. Call SAFE-CALL when you know of any activity threatening your school at 314.241.7577.

Policy Adopted: April 2012



ITEM 05-17-12-04

PULLED
AT THE
5/3/12 MEETING



BOARD RESOLUTION

Date: April 24, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Diane Cox., Exec. Dir., School Improvement

Agenda Item : 05-17-12-05

Action: ☒

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

SUBJECT: To approve a revised Board Policy 1230 regarding parent and community engagement for schools receiving Title I funding.

BACKGROUND: Board Policy 1230 addresses Parent and Community Involvement for Title I schools. In its most recent audit of Title I compliance in the St. Louis Public Schools, the Missouri Department of Elementary and Secondary Education recommended revisions to BP 1230 to clarify inclusion of communicating with parents of disabled students and limited English proficiency. The policy has been amended to comply with the DESE recommendation. The policy has also been amended to refer to a Parent Engagement Handbook that reflect the practices outlined in the current BP 1230.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy:

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

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

Department: Academics

Requestor: Dr. Diane Cox

Dr. Diane Cox., Exec. Dir., School Improvement

Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Board Resolution

Date: April 19, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 05-17-1226

Action: X

Action to be Approved:

X Agency Partnership Agreement

Other Transaction Descriptors:

SUBJECT:

To approve acceptance of funds from the Area Resources for Community and Human Services (ARCHS) up to \$29,499.00. These funds will support the work SLPS will do for the FY 2012 Child Nutrition - Summer EBT for Children (SEBTC) Demonstration Program in St. Louis on behalf of the Missouri Department of Social Services (DSS). The materials for the SEBTC Demonstration Program will be distributed by May 31, 2012.

BACKGROUND:

Missouri Department of Social Services is the lead agency and USDA grantee and has contracted with ARCHS to be the lead project manager. ARCHS is contracting with SLPS to assist in testing a household-based method of delivering nutrition assistance to low-income children during the summer, using Supplemental Nutrition Assistance Program (SNAP) Electronic Transfer technology.

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

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

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

Department:

Community Education

John Windom, Exec. Dir., Community Education

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



Kelvin R. Adams, Ph.D.
Superintendent of Schools

August 24, 2011

Dawn Addison Washington, Grants Officer
Grants & Fiscal Policy Division
USDA Food and Nutrition Service
3101 Park Center Drive, Room 738
Alexandria, VA 22302

RE: OMB Grant Number: 0584-0512
Summer Electronic Benefits Transfer for Children (SEBTC)
Supplemental Nutrition Assistance Program (SNAP)

Dear Ms. Washington:

I am writing to express my support for Missouri's SEBTC/SNAP grant application. To ensure the successful implementation of this grant, the following St. Louis Public Schools staff will work with ARCHS on the project.

- *Cheryl VanNoy* – who will serve as the lead of the IT team who will provide ARCHS with support for the project. They will build a data set from a sample size of 20,000 eligible students who qualify for free and reduced meals and coordinate with the State of Missouri and ARCHS regarding the sorting and sharing of required information.
- *Althea Albert-Santiago* – who will serve as the lead of the food service team who will provide ARCHS with support for the project by assisting with substantiating student data relevant to free and reduced meal participation throughout the district.
- *John Winden* – who will serve SLPS' main contact with ARCHS to coordinate the project.

As well, SLPS will provide any needed staff support for this project in coordination with ARCHS related to communications/marketing, nutrition education and outreach ESL and homeless student populations.

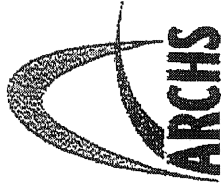
Because of the importance of this grant and the supplemental nutrition assistance it can provide to 5,000 needy children, I am committed to devoting the staff resources necessary to execute the oversight necessary for this grant.

Please contact me at 314/345-2296 if you need further information.

Sincerely,

Kelvin R. Adams, Ph.D.
Superintendent

801 N. 11th Street Saint Louis, Missouri 63101 Phone: 314-231-3720
Fax: 314-345-2661



AGREEMENT BETWEEN

- AREA RESOURCES FOR COMMUNITY & HUMAN SERVICES (ARCHS)
- SAINT LOUIS PUBLIC SCHOOL DISTRICT (SLPS)

This document is a formal Memorandum of Understanding (MOU) between Area Resources for Community & Human Services (ARCHS) and the Saint Louis Public School District (SLPS).

Purpose: The purpose of the memorandum between Area Resources for Community and Human Services (ARCHS) and Saint Louis Public School District (SLPS) is to demonstrate the local partners' commitment of identified staff and resources within the local agency (ARCHS) and the local school (SLPS), and their ability and willingness to sustain the work outlined in the Request for Application being submitted by the State of Missouri to the U.S. Department of Agriculture (USDA), Food and Nutrition Service, for *Summer Electronic Benefits Transfer for Children, Supplemental Nutrition Assistance Program (SNAP) Model – Summer 2012 Expansion of Existing Demonstration*.

Area Resources of Community and Human Resources (ARCHS)

- Serve as the "local agency" essential partner for the grant
- Serve as a liaison with the state agencies and the evaluation contractor
- Provide grant management services, including fiscal management, program implementation oversight, technical assistance, and reporting
- Provide training for contracted staffs and community partners
- Create and manage all program communications/marketing materials
- Maintain confidentiality of program databases
- Manage local partners:
 - Contract with Saint Louis Public Schools
 - Contract with customer service organization
 - Contract with printing/mailing organization
 - Leverage relationships with local "nutrition related" partners

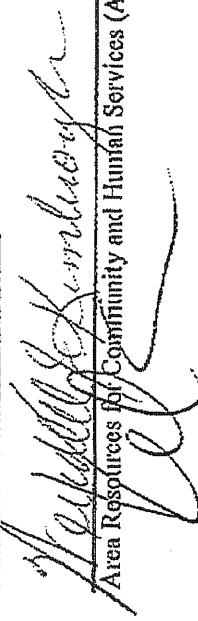
Saint Louis Public School District (SLPS)

- Serve as the "school" essential partner for the grant
- Provide required student free and reduced lunch data in specific format requested by grant to ARCHS' contracted vendors (format provided August 2011)
 - 20,000+ list (phase one, all free and reduced meal eligible students)
 - 10,000+ list (phase two, 5,000 selected for SEBTC benefit and 5,000 selected for

- control group)
 - o 2,000 (estimated) list (phase three, those selected for evaluation)
 - o Work with ARCHS' contracted mailing vendor and the State of Missouri
- Work with ARCHS to coordinate SLPs' existing food/nutrition outreach activities during school year to promote healthy living (events, fairs, distribution of brochures, etc.)
- Provide support from SLPs' existing transitional housing/homeless and English Language Learner (ELL) student populations to enhance the program
- Explain and promote the demonstration, using SLPs logo in coordination with ARCHS

TERMS OF ARCHS' MOU: Terms of this agreement will begin immediately upon notification of award from the USDA to the State of Missouri and after each relevant party has signed a performance-based contract with ARCHS. Anticipated duration of this grant is one year with a tentative start date of November 2011.

AUTHORIZING OFFICIALS:

 Wendell E. Kimbrough 08/24/11
 Area Resources for Community and Human Services (ARCHS) Date
 8/24/2011
 Saint Louis Public School District (SLPS) Date

Contact Information:

Organization	Authorizing Official	Mailing Address	Phone Number
Area Resources for Community and Human Services (ARCHS)	Wendell E. Kimbrough, Chief Executive Officer	539 N. Grand Blvd. 6 th Floor St. Louis, MO 63103	(314) 534-0022
Saint Louis Public School District (SLPS)	Dr. Kelvin Adams, Superintendent	801 N. 11 th St. St. Louis, MO 63101	(314) 345-2230



Board Resolution

Date: April 19, 2012

Agenda Item: 05-17-12-07

To: Dr. Kelvin R. Adams, Superintendent

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

Action: X

Action to be Approved:

Other Transaction Descriptors: Ratification

X Acceptance of Funds/Funding

SUBJECT:

To ratify the acceptance of grant funds from the Community Development Administration of \$200,000.00. These funds will support the Community Education program in the calendar year January 1, 2012 through June 30, 2012. This is the first of possibly two installments.

BACKGROUND:

The CDA Grant Program has been the primary funding source for the Community Education program of SLPS. There are currently 10 schools operating as Community Education Full Service Schools.

Accountability Plan Goal: Goal IV: Parent, Community Involvement Objective/Strategy: IV4.A. & IV4.B

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

Fund Source:	827	-	00	-	262	-	1671	-	Non GOB	Requisition #:
Amount:	\$				200,000.00					
Fund Source:	-	-	-	-	-	-	-	-		Requisition #:
Amount:										
Fund Source:	-	-	-	-	-	-	-	-		Requisition #:
Amount:										
Cost not to Exceed:	\$				200,000.00				Pending Funding Availability	Vendor #:

Department: Community Education

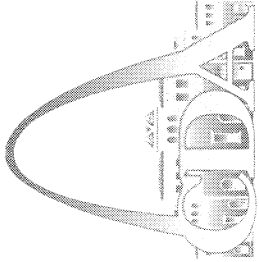
John Windom
John Windom, Exec. Dir., Community Education

Angela Banks
Angela Banks, Budget Director

Enos Moss
Enos Moss, CFO/Treasurer

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

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



City of St. Louis
COMMUNITY DEVELOPMENT ADMINISTRATION

Francis G. Slay
Mayor

Jill Claybour
Acting Executive Director

December 8, 2011

Mr. John Windom
St. Louis Board of Education
801 North 11th Street
St. Louis, MO 63101

RE: #12-10-60 Community Education Centers

Dear Mr. Windom:

I am writing to provide you with your agency's budget amount for 2012. It will cover the first six months of the 2012 year. We are taking this unusual step because we don't yet know the impact of a new round of federal budget cuts.

Here is where we stand. Congress voted to cut the Community Development Block Grant in April. The budget number in this letter reflects that cut.

However, Congress voted in November to cut the CDBG and HOME Investment Partnership programs again. We think that the CDBG cut could be another 15% and the cut to HOME an approximate 40%. But, we will not know for sure until we hear something definite from the deputy secretary of Housing and Urban Development in the next two months.

Because of the uncertainty and because Congress did not give you time to plan for another budget cut, the budget number you have only reflects the first budget cut. But, with a second cut coming, we can only give you a firm budget commitment for the first six months of the year.

Unfortunately, the bad news does not end there. It will not surprise us if Congress makes a third round of cuts in 2013.

Mayor Slay has directed at us to find all reasonable ways to cushion the blow of the first two rounds of cuts from Congress in the short term, and to establish a process to plan for the long term. With more cuts coming from Congress, I would strongly suggest you do the same.

A CDBG budget amount of \$200,000 has tentatively been set for your agency for the first six months of 2012.

In order to expedite the contract execution process, please note the following:

1. Enclosed you will find a copy of the budget pages that must be completed and submitted to CDA before processing your 2012 contract may begin. Please note that there are 13 pay periods during the first six months of 2012. Your completed budget pages must be received in our offices **no later than 4:00 p.m. on Thursday, December 15, 2011.**

Mr. John Windom
St. Louis Board of Education
Community Education Centers
December 8, 2011
Page 2

2. We anticipate that contracts will be forwarded to your agency for signature by Friday, December 23, 2011 with signed contracts and attachments returned to our office by **Monday, December 30, 2011.**

The budget pages, in electronic format, will be emailed to your agency's email address on file in our offices. If you do not receive the electronic version by December 10, 2011, please contact Valerie Durham at 622-3400, ext. 227 or by email at DurhamV@stlouiscity.com.

In addition, because we have to make sure that every dollar is spent as effectively as possible and that we are putting a premium on performance, CDA will be implementing the following measures for 2012:

1. CDA will not approve any requests for salary or benefit increases, travel and personal data assistants of any kind.
2. No additions to CDA-funded operating agency staff will be approved, and the filling of all vacancies must be reviewed on a case-by-case basis. Under no circumstances should there be any hiring process set in motion without prior written approval from CDA.
3. Procurement checklists will be reviewed by CDA on a case-by-case basis. CDA will only approve sole source procurements if (1) the item or service is only available from a single source; (2) a public emergency condition requiring urgency existed which did not permit the use of competitive procurement; or (3) competition was deemed to be inadequate after receiving proposals from numerous sources.
4. Expenses for community events must be approved in advance by CDA.
5. CDA will perform heightened monitoring of work programs to ensure timely completion of OA objectives and general compliance with program guidelines.

Despite the many challenges that lie ahead, all of us look forward to working with your agency in 2012. Please feel free to contact our program supervisor Alana Green, your program monitor, or me if you have any questions.

To answer any questions, I am going to hold a meeting in January. You will receive an invitation shortly.

Sincerely,



Jill Claybour
Acting Executive Director

Enclosures

cc: Antoinette Clark, Program Monitor
Alana Green, Monitoring Supervisor
File

CORPORATE RESOLUTION
(Non-Municipal Operating Agency)

Current CDA Contract: Community Education Centers

(hereinafter referred to as CDA "Contract")

Organization Title: St. Louis Board of Education

Address: 801 North 11th Street, St. Louis, MO 63101

Telephone: 314-345-4588

On _____, the Board of Directors of the above detailed organization met with a quorum attending. The Board of Directors approved the Community Development Administration (CDA) contract.

Further, the Board of Directors authorized the following individuals to sign the CDA contract documents on behalf of the organization:

Authorized Signatures:

(Signature)

Kelvin R. Adams, Ph.D., Superintendent

(Print or Type Name)

(Signature)

John H. Windom, Executive Director, Community Education

(Print or Type Name)

(Signature)

(Print or Type Name)

(Signature)

(Print or Type Name)

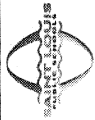
(Signature)

(Print or Type Name)

The Board of Directors authorized the individuals given signature power above to act as the representative(s) for the Board of Directors in matters dealing with the CDA contract. A copy of the Board resolution approving the contract and authorizing signature power to certain individuals is attached.

Board President _____

_____ Date



Board Resolution

Date: April 17, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Enos K. Moss, CFO/Treasurer

Agenda Item: 05-19-R-18

Action: X

Action to be Approved:

☒ Financial Report

Other Transaction Descriptors:

SUBJECT:

To approve the Monthly Board Transaction Reports for February 2012 and March 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. Houghan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent

Monthly Budget Report
 Dates: 03-01-2012 - 03-31-2012
 Fiscal Year: 2011 - 2011

110-TEACHERS FUND

1 SAP Hierarchy Doc #: 0501851613
 SAP Entry Doc #: 0501851575

From:	120-1411	- 180-55-120	- 6383	3,000.00-
To:	110-2411	- 180-00-110	- 6383	3,000.00
Control No:	B1112-1050			
From Amount:	3,000.00-			
To Amount:	3,000.00			

Text: BUDGET ERROR: Correcting budget transfer for conference 2012 Midwest
 Conference on Differentiated Instruction Chicago, IL // July 21 - 25,
 2012 // Trista Harper, Isiah McHellen, Terrell Smith, Enna Dancy,
 Kevin Martin, Joseph Maloney, George Mumphard, Keena Moore, Jonathan
 Karp, Keith Northway

2 SAP Hierarchy Doc #: 0501851655
 SAP Entry Doc #: 0501851617

From:	110-2411	- 156-00-110	- 6386	1,000.00-
To:	110-2411	- 156-00-110	- 6364	700.00-
Control No:	B1112-1092			
From Amount:	2,700.00-			
To Amount:	2,700.00			

Text: PD for Thomas Gremaud // Conference
 Name: International
 Baccalaureate Workshop // Conference Date: 4/14 - 4/16/12 //
 Conference Location: Kansas City PD for Chat Leonard // Conference
 Name: Missouri Association for College Admission Counseling //
 Conference Date: 4/14 - 4/17/12 // Conference Location: Kansas City

Monthly Budget Report
 Dates: 03-01-2012 - 03-31-2012
 Fiscal Year: 2011 - 2011

3	SAP Hierarchy Doc # : 0501851689	SAP Entry Doc # : 0501851651	From: 110-2522 - 820-00-110	To: 110-2551 - 918-00-110	- 6371	321,000.00-	321,000.00
Control No:	B1112-1113	321,000.00-	From Amount:	To Amount:	Text: To support summer school transportation expenses.		
4	SAP Hierarchy Doc # : 0501851603	SAP Entry Doc # : 0501851565	From: 110-2828 - 981-VZ-110	To: 110-2828 - 981-VZ-110	- 6443	65,000.00-	65,000.00
Control No:	B1112-1077	65,000.00-	From Amount:	To Amount:	Text: To purchase iPad carts to support the iPad initiative.		
5	SAP Hierarchy Doc # : 0501852530	SAP Entry Doc # : 0501852492	From: 110-2828 - 981-54-110	To: 110-2828 - 981-75-110	- 6319	125,000.00-	125,000.00
Control No:	B1112-1190	125,000.00-	From Amount:	To Amount:	Text: To cover opening a purchase order for Kronos system software and hard ware upgrade.		

Monthly Budget Report
 Dates: 03-01-2012 - 03-31-2012
 Fiscal Year: 2011 - 2011

120-INCIDENTAL

1 SAP Hierarchy Doc #: 0501851592
 SAP Entry Doc #: 0501851554

From:	110-2411	-	497-00-110	-	6411	-	4,000.00-
To:	120-1411	-	497-55-120	-	6143	-	4,000.00
Control No:	B1112-1063						
From Amount:	4,000.00-						
To Amount:	4,000.00						
Text: To fund second semester library extra service							

2 SAP Hierarchy Doc #: 0501852507
 SAP Entry Doc #: 0501852469

From:	110-2411	-	339-00-110	-	6411	-	1,600.00-
To:	120-1411	-	339-55-120	-	6143	-	1,600.00
Control No:	B1112-1168						
From Amount:	1,600.00-						
To Amount:	1,600.00						
Text: To pay certificated staff for afterschool							

Monthly Budget Report
Dates: 03-01-2012 - 03-31-2012
Fiscal Year: 2011 - 2011

272-PL 94-142 SPED 1112

1 SAP Hierarchy Doc #: 0501851608
SAP Entry Doc #: 0501851570

From:	272-2332	-	828-00-272	-	6411	-	1,300.00-
To:	272-2332	-	828-00-272	-	6383	-	1,300.00
Control No:	B1112-1103						
From Amount:	1,300.00-						
To Amount:	1,300.00						
Text: CONFERENCE NAME:	American School Counselors Association (ASCA) //						
CONFERENCE DATE:	June 23 - 26, 2012 //						
CONFERENCE LOCATION:							
Minneapolis, MN //	ATTENDEE(S): Ira Bivens, Louis Cross III, Lorna						
Turner-James & Fatima Warren							

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2012 - 03-31-2012
Fiscal Year: 2011 - 2011

292-Minl Federal 1112

1 SAP Hierarchy Doc #: 0501851650
SAP Entry Doc #: 0501851612

From: 292-1152 - 838-VU-292
To: 292-1152 - 838-VU-292
Control No: B1112-1086
From Amount: 59,500.00-
To Amount: 59,500.00
Text: Current line item no longer exists, moving to usable budget line.

59,500.00-
59,500.00

2 SAP Hierarchy Doc #: 0501851609
SAP Entry Doc #: 0501851571

From: 292-2122 - 880-VK-292
To: 292-2122 - 880-VK-292
Control No: B1112-1104
From Amount: 1,220.00-
To Amount: 1,220.00
Text: CONFERENCE NAME: American School Counselors Association (ASCA) //
CONFERENCE DATE: June 23 - 26, 2012 // ATTENDEE(S): Ira Blevins, Louis Cross III, Lorna
Turner-James & Fatima Warren

1,220.00-
1,220.00

3 SAP Hierarchy Doc #: 0501852528
SAP Entry Doc #: 0501852490

From: 292-2214 - 180-AZ-292
To: 292-2214 - 180-AZ-292
Control No: B1112-1188
From Amount: 15,000.00-
To Amount: 15,000.00
Text: CONFERENCE NAME: Staff Development for Educators // CONFERENCE DATES:
07/21 - 07/25/2012 // CONFERENCE LOCATION: Chicago, IL // CONFERENCE
ATTENDEES: Trista Harper, Isiah McHellen, Emma Dancy, Keena Moore,

13,700.00-
1,150.00-
150.00-
15,000.00

ST. LOUIS BOARD OF EDUCATION
Monthly Budget Report
Dates: 03-01-2012 - 03-31-2012
Fiscal Year: 2011 - 2011

Keith Northway

Monthly Budget Report
Dates: 03-01-2012 - 03-31-2012
Fiscal Year: 2011 - 2011

909-CAP PROJ A/C 2009

1 SAP Hierarchy Doc #: 050185162
SAP Entry Doc #: 0501851624

From:	909-2624	-	905-HE-909	-	6371	-	58,410.00-
To:	909-2624	-	905-HE-909	-	6522	-	58,410.00
Control No:	B1112-1108						
From Amount:	58,410.00-						
To Amount:	58,410.00						
Text: To cover purchase of 110 window AC units from HD supply facilities							
maintenance for Gateway.							

Monthly Budget Report
Dates: 03-01-2012 - 03-31-2012
Fiscal Year: 2011 - 2011
Fund Summary - Transfers Only

Fund Total From 110-INCIDENTAL	:	519,300.00-
To 110-INCIDENTAL	:	516,700.00
Fund Total From 120-TEACHERS FUND	:	3,000.00-
To 120-TEACHERS FUND	:	5,600.00
Fund Total From 272-PL 94-142 SPED 1112	:	1,300.00-
To 272-PL 94-142 SPED 1112	:	1,300.00
Fund Total From 292-MINI FEDERAL 97-98	:	75,720.00-
To 292-MINI FEDERAL 97-98	:	75,720.00
Fund Total From 909-CAP PROJ A/C 2009	:	58,410.00-
To 909-CAP PROJ A/C 2009	:	58,410.00
District Total From	:	657,730.00-
To	:	657,730.00

Monthly Budget Report
 Dates: 02-01-2012 - 02-29-2012
 Fiscal Year: 2011 - 2011

110-INCIDENTAL

1 SAP Hierarchy Doc #: 0501851353
 SAP Entry Doc #: 0501851315

From:	110-2128	-	849-00-110	-	6364	-	39,000.00-
To:	110-2128	-	849-00-110	-	6362	-	16,100.00-
Control No:	110-2322	-	812-00-110	-	6319	-	55,100.00
From Amount:	55,100.00-						
To Amount:	55,100.00						

Text: Reallocate funds to allow requested line items to be funded.

2 SAP Hierarchy Doc #: 0501851300
 SAP Entry Doc #: 0501851262

From:	120-1411	-	816-FY-120	-	6143	-	30.74-
To:	110-2331	-	816-00-110	-	6363	-	30.74
Control No:	B1112-1137						
From Amount:	30.74-						
To Amount:	30.74						

Text: Printing for Debate League

3 SAP Hierarchy Doc #: 0501851217
 SAP Entry Doc #: 0501851179

From:	120-1131	-	307-55-120	-	6143	-	1,442.44-
To:	110-2411	-	307-00-110	-	6338	-	1,442.44
Control No:	B1112-0892						
From Amount:	1,442.44-						
To Amount:	1,442.44						

Text: Transferring balance from team leader extra service to pay for fish tank maintenance

Monthly Budget Report
 Dates: 02-01-2012 - 02-29-2012
 Fiscal Year: 2011 - 2011

4 SAP Hierarchy Doc #: 0501851301
 SAP Entry Doc #: 0501851263

From: 120-1211 - 305-55-120
 To: 110-2411 - 305-00-110
 Control No: B1112-1138
 From Amount: 360.00-
 To Amount: 360.00

Text: Transfer for secretarial overtime

5 SAP Hierarchy Doc #: 0501851349
 SAP Entry Doc #: 0501851311

From: 120-1151 - 194-55-120
 To: 110-2411 - 194-00-110
 Control No: B1112-1000
 From Amount: 3,000.00-
 To Amount: 3,000.00

Text: Additional academic supplies needed

6 SAP Hierarchy Doc #: 0501851289
 SAP Entry Doc #: 0501851251

From: 110-2522 - 820-00-110
 To: 110-2522 - 820-00-110
 To: 110-2492 - 826-K5-110
 110-2492 - 826-K5-110
 Control No: B1112-0958
 From Amount: 77,123.33-
 To Amount: 77,123.33

Text: Transfer funds for upfront cost of CTE Enhancement Grant 2012

From: 65,171.00-
 To: 11,952.33-
 11,952.33-
 11,952.33-
 65,171.00-
 Control No: B1112-0958
 From Amount: 77,123.33-
 To Amount: 77,123.33

Monthly Budget Report
Dates: 02-01-2012 - 02-29-2012
Fiscal Year: 2011 - 2011

7 SAP Hierarchy Doc #: 0501851340
SAP Entry Doc #: 0501851302

From:	110-2828	-	981-00-110	-	6411	50,000.00-
To:	110-2577	-	981-00-110	-	6411	50,000.00
Control No:	B1112-0993					
From Amount:	50,000.00-					
To Amount:	50,000.00					
Text: To cover past due and upcoming supply charges for xerox.						

Monthly Budget Report
 Dates: 02-01-2012 - 02-29-2012
 Fiscal Year: 2011 - 2011

120-INCIDENTAL

1 SAP Hierarchy Doc #: 0501851248
 SAP Entry Doc #: 0501851210

From:	110-2411	-	168-00-110	-	6395	-	3,975.96-
To:	120-1411	-	168-55-120	-	6143	-	3,975.96
Control No:	B1112-0921						
From Amount:	3,975.96-						
To Amount:	3,975.96						
Text: To cover the cost of extra service pay for afterschool EOC tutoring							

2 SAP Hierarchy Doc #: 0501851268
 SAP Entry Doc #: 0501851230

From:	110-2411	-	377-00-110	-	6411	-	1,084.60-
To:	120-1411	-	377-55-120	-	6143	-	1,084.60
Control No:	B1112-0941						
From Amount:	1,084.60-						
To Amount:	1,084.60						
Text: Extra service pay for afterschool choir teacher							

3 SAP Hierarchy Doc #: 0501851319
 SAP Entry Doc #: 0501851281

From:	110-2411	-	183-00-110	-	6149	-	20,000.00-
To:	120-1411	-	183-55-120	-	6143	-	20,000.00
Control No:	B1112-1005						
From Amount:	20,000.00-						
To Amount:	20,000.00						
Text: Transfers needed for afterschool tutoring programs, general supplies and incentives/awards							

232-Title I IASA 11-12

1 SAP Hierarchy Doc #: 0501851225
SAP Entry Doc #: 0501851187

			From:	232-2213	- 824-B5-232	- 6319	50,000.00-
			To:	232-2213	- 824-B5-232	- 6411	50,000.00
		B112-0902	Control No:				
			From Amount:	50,000.00-			
			To Amount:	50,000.00			
							Text: To appropriate funding for supplies to be used for summer school,
							Saturdays and after-school PD Workshops

291-MIN. Federal 1011

1 SAP Hierarchy Doc #: 0501851201
SAP Entry Doc #: 0501851163

Monthly Budget Report
Dates: 02-01-2012 - 02-29-2012
Fiscal Year: 2011 - 2011

Control No:	From Amount:	To Amount:	Text: Correcting transfer error - funds moved into correct function for
B1112-0883	157,527.37-	157,527.37	
291-2212	880-VK-291	880-VK-291	55,000.00-
291-2212	880-VK-291	880-VK-291	39,300.00-
291-2212	880-VK-291	880-VK-291	36,916.24-
291-2212	880-VK-291	880-VK-291	10,038.04-
291-2212	880-VK-291	880-VK-291	7,342.50-
291-2212	880-VK-291	880-VK-291	7,324.71-
291-2212	880-VK-291	880-VK-291	656.08-
291-2212	880-VK-291	880-VK-291	362.88-
291-2212	880-VK-291	880-VK-291	278.16-
291-2212	880-VK-291	880-VK-291	191.40-
291-2212	880-VK-291	880-VK-291	99.00-
291-2212	880-VK-291	880-VK-291	18.36-
291-2212	880-VK-291	880-VK-291	18.36-
291-2212	880-VK-291	880-VK-291	99.00-
291-2212	880-VK-291	880-VK-291	191.40-
291-2212	880-VK-291	880-VK-291	278.16-
291-2212	880-VK-291	880-VK-291	362.88-
291-2212	880-VK-291	880-VK-291	656.08-
291-2212	880-VK-291	880-VK-291	7,324.71-
291-2212	880-VK-291	880-VK-291	7,342.50-
291-2212	880-VK-291	880-VK-291	10,038.04-
291-2212	880-VK-291	880-VK-291	36,916.24-
291-2212	880-VK-291	880-VK-291	39,300.00-
291-2212	880-VK-291	880-VK-291	55,000.00-

292-MIN. Federal 1112

1 SAP Hierarchy Doc #: 0501851223
SAP Entry Doc #: 0501851185

FROM: JOM
TO:

	From:	292-2336	-	822-RM-292
	To:	292-2336	-	822-RM-292
		292-2336	-	822-RM-292
		292-2336	-	822-RM-292
		292-2336	-	822-RM-292
		292-2336	-	822-RM-292
		292-2336	-	822-RM-292
		292-2336	-	822-RM-292
		292-2336	-	822-RM-292
		B1112-0899		
Control No:				

From Amount:	16,730.64-
To Amount:	16,730.64

Text: Conference Name: The School Social Work Association of America Annual
Conference // Conference Dates: 03/28 - 03/30/2012 // Conference
Location: Boston, MA // Conference Attendees: Derrica Granger and
Deidra Thomas-Murray: To pay for extra service, conference and
transportation costs.

- 6371	16,730.64-
- 6261	70.00
- 6231	530.00
- 6383	1,730.64
- 6349	2,500.00
- 6341	5,000.00
- 6143	6,900.00

Monthly Budget Report
Dates: 02-01-2012 - 02-29-2012
Fiscal Year: 2011 - 2011

Monthly Budget Report
Dates: 02-01-2012 - 02-29-2012
Fiscal Year: 2011 - 2011

360-INCIDENTAL

1 SAP Hierarchy Doc #: 0501851287
SAP Entry Doc #: 0501851249

From:	110-2661	-	829-00-110	-	6417	-	662.84-
To:	360-5115	-	918-00-360	-	6417	-	662.84
Control No:	B1112-0962						
From Amount:	662.84-						
To Amount:	662.84						
Text: Transfer to cover fuel costs for security vehicles.							

2 SAP Hierarchy Doc #: 0501851317
SAP Entry Doc #: 0501851279

From:	110-2661	-	829-00-110	-	6417	-	2,039.91-
To:	360-5115	-	918-00-360	-	6417	-	2,039.91
Control No:	B1112-0976						
From Amount:	2,039.91-						
To Amount:	2,039.91						
Text: To provide fuel for security vehicles (January Report)							

Monthly Budget Report
Dates: 02-01-2012 - 02-29-2012
Fiscal Year: 2011 - 2011
Fund Summary - Transfers Only

Fund Total From 110-INCIDENTAL	:	209,986.64-
To 110-INCIDENTAL	:	187,056.51
Fund Total From 120-TEACHERS FUND	:	4,833.18-
To 120-TEACHERS FUND	:	25,060.56
Fund Total From 232-Title I IASA 11-12	:	50,000.00-
To 232-Title I IASA 11-12	:	50,000.00
Fund Total From 291-Min. Federal 1011	:	157,527.37-
To 291-Min. Federal 1011	:	157,527.37
Fund Total From 292-Min. Federal 1112	:	16,730.64-
To 292-Min. Federal 1112	:	16,730.64
Fund Total From 360-BUILDING CAPITAL PRO	:	0.00
To 360-BUILDING CAPITAL PRO	:	2,702.75
District Total From	:	439,077.83-
To	:	439,077.83



BOARD RESOLUTION

Date: April 20, 2012

Agenda Item : 05-17-12-09

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved: Contract Amendment

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

Previous Board Resolution # 06-16-11-12

Current Contract Cost \$35,500

SUBJECT: To approve the amendment of a contract with Deafway Interpreting Services originally approved under Board Resolution Number 06-16-11-12, to increase the total dollar limitation by \$35,500. The original approved dollar limitation of \$320,000 did not allow for cost to service five (5) additional students. If this request is granted, the total dollar amount for this contract will now be \$355,500 for the current fiscal year.

BACKGROUND: Deafway Interpreting Services will provide sign language interpreting services to students as described in their Individual Education Programs(IEPs).

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: 828-00-272-1222-6319	Non-GOB	Requisition #:
Amount: \$35,500.00		
Fund Source:	Non-GOB	Requisition #:
Amount: \$		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$35,500.00	☐ Pending Funding Availability	Vendor #: 60000639

Department: Special Education

Requestor: Dr. Chip Jones

Angela Banks, Budget Director

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

Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent

BOARD RESOLUTION

Date: April 20, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 05-17-12-10

Action: ☒

Action to be Approved: Contract Amendment

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

Previous Board Resolution # 06-16-11-11

Current Contract Cost \$35,000

SUBJECT: To approve the amendment of a contract with Listening for Learning originally approved under Board Resolution Number 06-16-11-11, to increase the total dollar limitation by \$11,500. The original approved dollar limitation of \$35,000 did not allow for cost to service eleven (11) additional students. If this request is granted, the total dollar amount for this contract will now be \$46,500 for the current fiscal year.

BACKGROUND: Listening for Learning will provide audiology services to students as described in their Individual Education Programs(IEPs).

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: 828-00-272-2132-6319	Non-GOB	Requisition #:
Amount: \$11,500.00		
Fund Source:	Non-GOB	Requisition #:
Amount: \$		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$11,500.00	☐ Pending Funding Availability	Vendor #: 600010847

Department: Special Education

Requestor: Dr. Chip Jones

Angela Banks, Budget Director

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

Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 25, 2012

Agenda Item : 05-17-12-11

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved: Contract Amendment

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

Previous Board Resolution # 06-16-11-16

Current Contract Cost \$2,056,824

SUBJECT: To approve the amendment of the contracts for private placement services with multiple vendors originally approved under Board Resolution Number 06-16-11-16, to increase the total dollar limitation by \$315,000. The original approved dollar limitation of \$2,056,824 did not allow for cost to service 25 additional students. If this request is granted, the total dollar amount for these services will now be \$2,371,824 for the current fiscal year.

BACKGROUND: Private placement services will be provided to students as described in their Individual Education Programs (IEPs) on an "as needed" basis. Services are to include screenings for evaluations, participation in diagnostic staffing, IEP development and implementation. All services are to be provided at sites and times as directed by the Office of Special Education. The agencies that require amendment are listed below.

Annie Malone-Emerson Academy, Epworth, Family Resource Center, Logos School, St. Vincent School and Edgewood.

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: 828-00-272-2132-6311	Non-GOB	Requisition #:
Amount: \$315,000		
Fund Source:	Non-GOB	Requisition #:
Amount: \$		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$315,000.00	☐ Pending Funding Availability	Vendor #: Various

Department: Special Education

Requestor: Dr. Chip Jones

Angela Banks, Budget Director

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

Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 25, 2012

Agenda Item : 05-17-12-12

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved: Purchase of Service (s)

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

Previous Board Resolution # 06-30-11-02

Prior Year Cost \$1,114,500.00

SUBJECT: To approve the amendment of contracts with Metropolitan Taxicab Corporation, St. Louis County Cab Company, Inc., and Harris Cab Company to provide taxicabs for student transportation services. The increase is not to exceed \$700,000.00 which will increase the total amount allocated for student transportation services to \$1,814,500.00. The increase is due to the increased use of these services by the students-in-transition program.

BACKGROUND: The McKinney-Vento Homeless Assistance Act ensures immediate enrollment, educational rights and protection for children and unaccompanied youth experiencing homelessness. Students in homeless situations have the right to get transportation to their school of origin, provided or arranged by the school district, or a joint effort among school districts. Due to the growing number of homeless students requiring transportation in the St. Louis area, the Students-In-Transition transportation cost has surpassed the anticipated budget. Last school year the homeless student count was approximately 2,628. This school year(FY11-12), the count has increased by 22% (3,210). When homeless students are transported to surrounding districts or SLPS, the cost is shared. During the 2011-2012 school year, Metro Cab Company transported an average of 220 students monthly. At least 50 students have been transported from surrounding school districts to SLPS. In anticipation of February through June costs, an additional \$700,000.00 is being requested.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: III.F

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

Fund Source: 110-2336-6341-822-RM	GOB	Requisition #:
Amount: \$700,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$700,000.00	☐ Pending Funding Availability	Vendor #: Various

Department: Students-In-Transition

Requestor: Deidra Q. Thomas-Murray

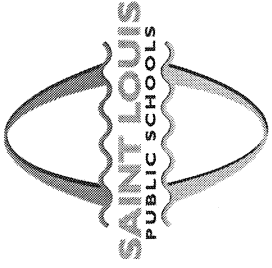
Angela Banks, Budget Director

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

Enos Moss, CFO/Treasurer

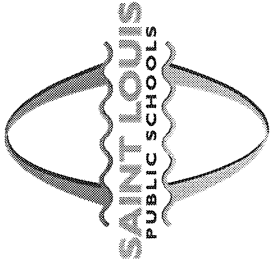
Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



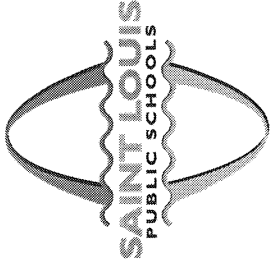
ITEM 05-17-12-13

**APPROVED
AT THE
5/3/12 MEETING**



ITEM 05-17-12-14

**APPROVED
AT THE
5/3/12 MEETING**



ITEM 05-17-12-15

PULLED
AT THE
5/3/12 MEETING



Board Resolution

Date: April 24, 2012

Agenda Item: 05-19-12-16

To: Dr. Kelvin R. Adams, Superintendent

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

Action: X

Action to be Approved:

☒ Contract

Other Transaction Descriptors: _____

SUBJECT:

To approve a contract with Huber & Associates for maintenance on the newly implemented virtualization hardware system. The Statement of Work includes monitoring and support on 100 servers with monthly reports and Tier 3 repair at a cost not to exceed \$64,500. The contract is for the period July 1, 2012 to June 30, 2013.

BACKGROUND:

This service will offer proactive support and maintenance on our newly installed virtualized environment. The service will be monitored 24/7 and will alert when specific issues arrive to accommodate the repair and/or modifications without downtime. We will receive monthly reports with issues and resolutions and also includes 30/60/90 day checkup on system throughout the year.

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 #:
Amount:	\$						64,500.00				
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Cost not to Exceed:	\$						64,500.00	☒	X	Pending Funding Availability	Vendor #: 600014630

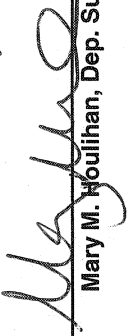
Department:

Information 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



BOARD RESOLUTION

Date: April 19, 2012

Agenda Item : 05-17-12-17

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Nahed Chapman, Exec. Dir., ESOL

Action to be Approved: Contract
Other Transaction Descriptors: Sole Source
(i.e.: Sole Source, Ratification)

SUBJECT: To approve a sole source contract with Greg Tang Math, LLC to design and deliver a two-day training session addressing the academic mathematics needs of Saint Louis Public School students. One hundred and twenty teachers will participate on August 2-3, 2012 at a cost not to exceed \$17,200.

BACKGROUND: Mr. Tang's workshop will support district initiatives and the goals of the Math Success for ELLs Math Science Partnership (MSP) to orient MSP-participating teachers to the math skills required by the Common Core State Standards (CCSS) and the strategies teachers will need to address them. His work will be evaluated according to the MSP's "Eight Professional Development Principles" and additional MSP participant assessments, measuring MSP PD implementation.

Accountability Plan Goals: Goal I: Student Performance

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

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

Fund Source: 838-VU-292-1152-6319	Non-GOB	Requisition #:
Amount: 17,200		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$17,200.00	☒ Pending Funding Availability	Vendor #: 600014685

Department: ESOL Program

Requestor: Nahed Chapman

Angela Banks, Budget Director

Nahed Chapman, Exec. Dir., ESOL

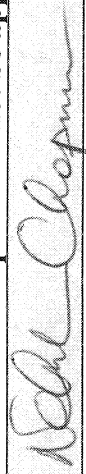
Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Nahed Chapman	Date: April 12, 2012
Department / School: ESOL Program	Phone Number: (314) 664-1066
<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)	
Analysis of SLPS MAP math performance data, followed by 2 days of professional development for K-5 teachers addressing the new Common Core State Standards and specific problem areas indicated by SLPS MAP math performance data, particularly regarding SLPS English Language Learners (ELLs) in Math Success for ELLs Math-Science Partnership grant-participating schools.	
Vendor Name: Greg Tang Math, LLC	Email: gregtang@gregtang.com
Vendor Contact: Greg Tang	Phone Number: (617) 710-7874
Justification Information	
1. Why the uniquely specified goods are required?	
MSP grant participants need math PD specifically targeted at the needs of their ELL students, in alignment with the grant's stated goals.	
2. Why good or services available from other vendors /competitors are not acceptable?	
Greg Tang Math LLC is the sole source of his services.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
See attached letter.	
4. List the Names of other Vendors contacted & Price Quotes:	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
	4/12/12
Department Head	Date
CFO	Date
Superintendent	Date


4/12/12

Sole Source Checklist

1. Check one of the following:

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

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

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

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

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

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

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

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

- Document a search for additional suppliers.

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

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

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

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

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

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

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

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

- Sole supplier (i.e. Regional Distributor).

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

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

- Complete Emergency Purchase Form.

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

March 14, 2012

Mr. Greg Tang
Greg Tang Math LLC
18 Hilliard Street
Cambridge, MA 02138
(617) 710-7874

Ms. Nadina Robinson
Project Coordinator, SLPS Success for ELLs Initiative
ESOL/Bilingual/Migrant Program
St. Louis Public Schools
1530 S. Grand Blvd.
St. Louis, MO 63104
(314) 664-1066 x32112
(314) 244-1724 fax

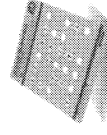
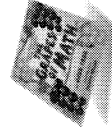
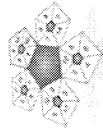
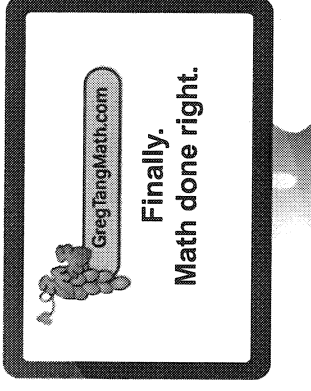
Dear Nadina:

I am writing to confirm that my company Greg Tang Math LLC, is the sole source provider of my math consulting services. If you have any questions, please feel free to call me at: (617) 710-7874 or email me at gregtang@gregtang.com.

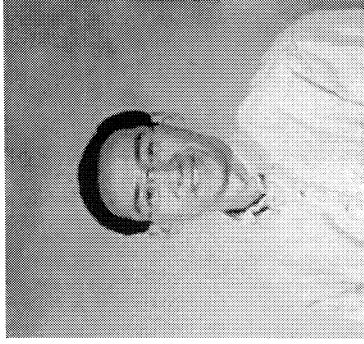
Sincerely,

Greg Tang

Greg Tang
Greg Tang Math LLC



Greg Tang



For the past 11 years, Greg Tang has travelled across the United States doing more than 1,500 conferences, workshops and school visits. Along the way, he has taught more than 250,000 children and adults, helped write several math textbooks, authored 8 children's books including a NY Times best seller, and created a family of innovative math puzzles and games.

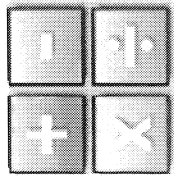
Now, Greg is putting everything he has learned and created on one website. It is an important part of his mission to help children and adults of all ages become better in math. Greg is working hard to create better teaching methods, shift the focus to more critical, abstract thinking skills, and make important mathematical concepts easier and more intuitive.

Philosophy. Greg believes that to be good in math, children need to learn to think abstractly at an early age. When kids learn to think abstractly and efficiently about numbers in groups rather than counting or memorizing, they can be taught common sense strategies that make calculations fast and easy. Being able to connect and generalize these strategies across problems and operations is the key to thinking algebraically and the secret to being smart.

It is a common misconception that people who are good in math are good at memorizing. Quite the contrary, they're abstract thinkers who are good at understanding and generalizing concepts, then applying them to different problems and situations.

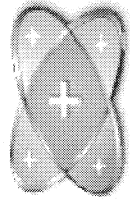
We ask kids to solve problems quickly in their heads, and to use specific strategies in order to develop specific skills. The result is kids who have great computational skills, strong mental math skills, and the abstract, algebraic thinking skills needed for higher math.

Our activities are not only packed with great math, they're also so fun they're addicting - in a good way! Each activity has a clever twist or compelling hook that grabs a kid's attention and makes them want to play more. For math activities to be effective, kids have to play them enough to get the repetition and practice needed for true mastery.

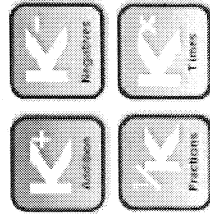


Break Apart

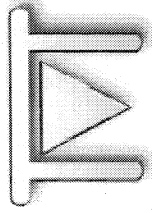
Break Apart. “I created BreakApart to teach kids the best strategies for adding, subtracting, multiplying and dividing. When kids learn the proper techniques, arithmetic is easy and more advanced concepts follow naturally. We’ve included strategies that develop great mental math skills and we’ve sequenced them to develop the algebraic thinking skills required for higher math.”



Numskill. “With Numskill, my goal was to give kids a fun way to master their addition facts. But instead of giving kids a problem and asking them to figure out the answer, I realized it’s more beneficial if they have to figure out both the problem and the answer. This increases the number of problems they have to solve, and adding color increases it even more. Lots of practice is the key to mastery.”

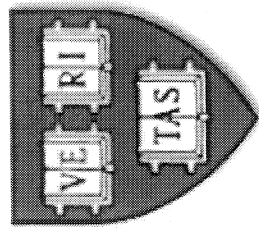


Kakooma. “Numskill gave me the idea for Kakooma. One day it occurred to me that a series of Numskill-type problems could be used to create one final problem. This “puzzle-in-a-puzzle” idea became the unique twist that makes Kakooma so compelling. Solve a series of mini-puzzles and their answers turn into another puzzle! We started with addition of positive whole numbers and now have negative numbers, fractions, and multiplication.”



Math Limbo. “I created Math Limbo to help my own kids become better at math. The reason it’s such an important game is that it gives kids practice in breaking numbers apart. There are many games that teach addition, but very few focus on decomposing numbers. Even fewer make a connection to subtraction as well. Together

with my other games, Math Limbo gives kids the practice they need to develop great computational skills."



Background. Greg has both bachelor's and master's degrees in Economics from Harvard, and a master's degree in math education from NYU. He is a certified middle and high school math teacher and an adjunct Professor at Lesley University in Cambridge, Massachusetts.

Greg writes children's picture books as an author for Scholastic. He is also an author for Houghton Mifflin Harcourt's elementary math textbook program. His work has been included in many other major textbook programs in the United States as well, including Math Expressions, Go Math, Everyday Math and Investigations.

Greg Tang - Background

"I was inspired to begin writing by a basket of dominoes. One day while tutoring math in my daughter's first grade class, I noticed that every dot on the dominoes we were playing with had a pencil mark, which meant kids were counting them one at a time instead of adding them up quickly. It immediately struck me that working with patterns of dots would be a great visual way to teach arithmetic and an effective way to teach problem solving.

"My challenge was to figure out how to make this idea fun and instructive. Instead of dots, I thought about things kids would like - acorns, snowflakes, bugs and sea shells. I began designing problems, and by giving some thought to the arrangement, color and spacing of the objects I was able to add a little twist to each one. My goal was for kids to be able to work on their computational skills and at the same time become better problem solvers. I wanted them to see firsthand how far a little common sense and clever thinking went.



"I'm working on a series of books that I hope will give kids a better understanding of math, from counting all the way through calculus. I really enjoy writing these books because they combine my love of math, words, games, graphic design and teaching, and hope kids and adults have as much fun reading my books as I have creating them. "My first book ***The Grapes of Math*** was published in 2001, and since then I have written ***Math For All Seasons***, ***The Best of Times***, ***Math Appeal***, ***Math-terpieces***, ***Math Fables***, ***Math Potatoes***, and most recently, ***Math Fables Too***.

Greg Tang grew up in Ithaca, N.Y. with his two sisters. His father taught electrical engineering at Cornell University and his mother taught mathematics at Ithaca College. Greg earned B.A. and M.A. degrees in Economics from Harvard, and later earned an M.A. degree in Math Education from New York University. He is certified as a middle school and high school math teacher.

Greg began his business career at Pfizer in New York City. He worked in both their Systems Department and Strategic Planning Group, and served as the speech writer for the CEO. In 1989, Greg founded Technovations Inc, a multimedia and systems design company with offices in New York City and Boston, and in 1995 he created ***TopPresenter™***, a leading software product for the real estate industry. In 1997 Greg moved to Boston, where he opened a Tae Kwon-Do school and managed the health club *Fitness First* in Arlington.

Today, Greg is working to develop a more intuitive approach to teaching math, one that combines problem-solving and arithmetic and integrates math with language and art. To read a recent interview click Boston Partners in Education or Teaching K-8 Magazine. In addition to writing his picture books, Greg is also an author for Houghton Mifflin Harcourt's new textbook programs in California, Texas, the Carolinas and Kentucky. He wrote the ***Go Fast Go Far™*** mental math series and is creating a line of teaching materials that includes flash cards, math games, and workbooks. His math games ***Numskill™*** and ***Numskill Jr™*** have been an instant hit with teachers and students, and his ***Smart Sums™*** and ***Great Times™*** flash cards have been widely praised by both teachers and parents alike. More supplemental materials will soon be available on this web site and through Houghton Mifflin Harcourt. To watch a short video click You Tube.

Greg loves living in Harvard Square with his family and enjoys writing and running in Maine.



BOARD RESOLUTION

Date: April 23, 2012

Agenda Item : 05-17-12-18

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Nahed Chapman, Exec. Dir., ESOL

Action to be Approved: Contract

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

SUBJECT: To approve a sole source contract for Scholastic Achievement Partners International to design and deliver professional development to address the Common Core State Standards (CCSS), to district administrators and 70 teachers, respectively, on July 24, 2012 and August 7, 2012 at a cost not to exceed \$18,000.

BACKGROUND: Dr. McNulty's presentation will support District initiatives and the goals of the Math Success for ELLs Math Science Partnership (MSP) to deepen SLPS administrators' understanding of the CCSS and its academic demands. Similarly, Dr. McNamara will deepen the understanding of MSP-participating teachers and SLPS teacher-leaders selected from other schools, to the CCSS-Math and the instructional and content adjustments teachers will need to make in order to address them. Their work will be evaluated according to the MSP's "Eight Professional Development Principles" (attached) and additional MSP participant assessments, yet to be developed, measuring MSP PD implementation.

Accountability Plan Goals: Goal I: Student Performance

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

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

Fund Source: 838-VU-292-1152-6319	Non-GOB	Requisition #:
Amount: \$18,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$18,000.00	☒ Pending Funding Availability	Vendor #: 600013873

Department: ESOL Program

Requestor: Nahed Chapman

Angela Banks, Budget Director

Nahed Chapman, Exec. Dir., ESOL

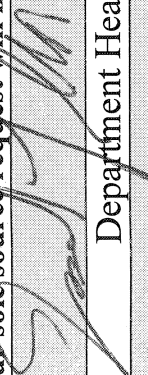
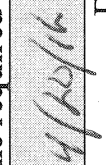
Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Nahed Chapman	Date: April 12, 2012
Department / School: ESOL Program	Phone Number: (314) 664-1066
<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)	
Scholastic presenters, Dr. Ray McNulty and Dr. Julie McNamara, will design and deliver two Keynote presentations to address the academic mathematics needs of district students, to district administrators and #70 teachers, respectively, on July 24 and August 7, 2012.	
Vendor Name: Scholastic	Email: kkemp@scholastic.com
Vendor Contact: Kathy McAlone	Phone Number (314) 302-1274
Justification Information	
1. Why the uniquely specified goods are required?	
SLPS leadership has identified the need for district administrators to be oriented to the requirements of Common Core State Standards, in the context of academic leadership, Dr. Ray McNulty's area of specialty. Dr. McNulty was requested as Keynote speaker for the district's summer administrator academy by name. The need has been identified for MSP grant participants to receive professional development specifically targeted at the instructional and content adjustments requirements by CCSS implementation, to provide a balance between the concepts and skills outlined by the CCSS's eight Mathematical Practice standards; Dr. Julie McNamara will specifically address these.	
2. Why good or services available from other vendors /competitors are not acceptable?	
Only Scholastic can provide the services of Dr. Ray McNulty, of Scholastic Achievement Partners' International Center for Leadership in Education, and Dr. Julie McNamara of Math Solutions.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
Scholastic is the sole source of services provided by Dr. Ray McNulty and Dr. Julie McNamara.	
4. List the Names of other Vendors contacted & Price Quotes:	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
	
Department Head	Date
CFO	Date
Superintendent	Date

Raymond J. McNulty is President of the International Center for Leadership in Education, having previously served as Senior Vice President. Prior to joining the International Center, he was a senior fellow at the Bill & Melinda Gates Foundation, where he worked with leading educators from around the country on improving our nation's high schools. Ray also is a past president of the Association for Supervision and Curriculum Development (ASCD).

An educator since 1973, Ray has been a teacher, vice principal, principal, and superintendent. From 2001-03, he served as Vermont's education commissioner. During his tenure, Ray focused on aligning the Department of Education's work on three key issues: early education, educator quality, and secondary school reform.

Ray has presented at the state, national, and international levels on the need for school systems to accept the challenges that lie ahead. He is committed to raising performance standards for both teachers and students and to building solid connections between schools and their communities. Ray believes strongly that education systems cannot wait for the children and challenges to arrive at school; rather, schools need to reach out and help forge solutions.

Ray is the author of *It's Not Us Against Them — Creating the Schools We Need*, published in 2009 by the International Center.



Raymond J. McNulty

Raymond J. McNulty has joined the staff of the International Center for Leadership in Education as a Senior Consultant and Executive Director of the Successful Practices Network.

Prior to coming to the International Center, he was a Senior Fellow at the Bill & Melinda Gates Foundation, where he worked with leading educators from around the country to reinvent our nation's high schools. Ray also is a Past President of the Association for Supervision and Curriculum Development (ASCD).

An educator since 1973, Ray has been a teacher, vice principal, principal, and superintendent. From 2001-03, he served as Vermont's education commissioner. During his tenure, McNulty focused on aligning the Department of Education's work on three key issues: early education, educator quality, and secondary school reform.

Ray holds a Bachelor's degree in education from Bridgewater State College in Massachusetts (1973). In 1977, he completed a Master's degree in education administration at Vermont's Johnson State College. He also holds a certificate of advanced graduate study in administration and planning from the University of Vermont (1983), was a charter graduate of the American Association of School Administrators National Superintendents Academy (1984), and completed the Early Education Program at UCLA's Anderson School of Business (1996). Ray received an honorary Doctor of Humane Letters from Marlboro College in 2002.

Ray has been widely recognized for his work on behalf of early childhood education. During his 11-year tenure as a superintendent in southern Vermont, area schools received wide recognition for their successful work with families and children of all ages. In 1997, ABC's *Nightline* featured Ray in connection with a program on early childhood education and infant brain development. He was named Vermont Superintendent of the Year in 2000.

Ray has presented on the state, national, and international levels concerning the need for school systems to accept the challenges that lie ahead. He is committed to raising the performance standards for both teachers and students and building solid connections between school and communities. Ray believes strongly that educational systems cannot wait for children and challenges to arrive at school; rather, schools need to reach out and help forge solutions.



BOARD RESOLUTION

Date: April 20, 2012

Agenda Item : 05-17-18-19

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sharonica Hardin, Chief Human Resource Officer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-30-11-20

Prior Year Cost \$322,953.00

SUBJECT: To approve a renewal of the contract with Automated Data Processing, Inc. (ADP) to provide benefits administration services for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$322,953.00.

BACKGROUND: Under the contract ADP provides benefit administration services which include enrollment and eligibility services, FSA/Section 125 administration, and COBRA administration. ADP is responsible for all of the data feeds to and from the healthcare vendors, administration of the open enrollment for employees, and all of the services related to FSA/Section 125 administration and COBRA administration. This is the third year of the contract.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.A.

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

Fund Source: 990-00-110-2832-6319	GOB	Requisition #:
Amount: \$322,953.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$322,953.00	☒ Pending Funding Availability	Vendor #: 600011173

Department: Human Resources

Requestor: Patricia Canada

Angela Banks, Budget Director

Sharonica Hardin, Chief Human Resource Officer

Enos Moss, CFO/Treasurer

Mary M. Houlikan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐	Report Date: April 16, 2012	
Dept / School: Human Resources	Reported By: Patricia Canada	
Vendor: ADP	Vendor #: 600011173	
Contract # / P.O. #: 4500159172	Contract Name: Benefits Administration System	
Contract Amount: \$ 322,953	Award Date: 6/16/11	
Purpose of Contract (Brief Description): License, maintenance and supports costs for the Benefits Administration System.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X 4 3 2 1	
Timeliness of Delivery or Performance	5 X 4 3 2 1	
Business Relations	5 X 4 3 2 1	
Customer Satisfaction	5 X 4 3 2 1	
Cost Control	5 4 X 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 ☒ No ☐		



BOARD RESOLUTION

Date: April 17, 2012

Agenda Item : 05-17-12-20

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sharonica Hardin, Chief Human Resource Officer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-30-11-19

Prior Year Cost \$14,800.00

SUBJECT: To approve a renewal of the contract with eSchool Solutions for the annual maintenance fee for the Substitute Employee Management System (Smart Find Express) beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$14,800.00.

BACKGROUND: eSchool Solutions, Inc. will provide support in maintaining, reforming and repairing existing capacities of the following products: eSchool Solutions installed proprietary software, eSchool solutions installed servers and workstations, eSchool installed cards, and eSchool Solution proprietary software updates, enhancements, and new releases.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.A.

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

Fund Source: 990-00-110-2832-6319	GOB	Requisition #:
Amount: \$14,800.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$14,800.00	☒ Pending Funding Availability	Vendor #: 600000249

Department: Human Resources

Requestor: Patricia Canada

Sharonica Hardin, Chief Human Resource Officer

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: April 16, 2012
Dept / School: Human Resources		Reported By: Patricia Canada
Vendor: eSchool Solutions		Vendor #: 600000249
Contract # / P.O. #: 4500158121		Contract Name: Substitute Employee Management System
Contract Amount: \$ 14,800		Award Date: 6/16/11
Purpose of Contract (Brief Description): Annual maintenance fee for the Substitute Employee Management System (Smart Find Express).		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 X 3 2 1	
Timeliness of Delivery or Performance	5 X 4 3 2 1	
Business Relations	5 4 X 3 2 1	
Customer Satisfaction	5 4 X 3 2 1	
Cost Control	5 X 4 3 2 1	
Average Score	4.4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check		Yes X No ☐



BOARD RESOLUTION

Date: April 20, 2012

Agenda Item : 05-17-12-21

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sharonica Hardin, Chief Human Resource Officer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-30-11-16

Prior Year Cost \$141,700.00

SUBJECT: To approve a renewal of the contract with Holmes Murphy to provide benefits consulting services for the period of July 1, 2012 through June 30, 2013 at a cost not to exceed \$146,700.00.

BACKGROUND: Holmes Murphy has been working for the District for four years. This is the second year of a three year contract after the services were competitively bid in 2011. Holmes Murphy is currently working on the 2013 benefit renewal as well as conducting the RFP for the PTO project. Holmes Murphy also serves on the wellness committee.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.A.

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

Fund Source: 990-00-110-2832-6319	GOB	Requisition #:
Amount: \$146,700.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$146,700.00	☒ Pending Funding Availability	Vendor #: 600012797

Department: Human Resources

Requestor: Patricia Canada

Angela Banks, Budget Director

Sharonica Hardin, Chief Human Resource Officer

Enos Moss, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐		Report Date: April 16, 2012
Dept / School: Human Resources		Reported By: Patricia Canada
Vendor: Holmes Murphy		Vendor #: 600012797
Contract # / P.O. #: 4500158118		Contract Name: Benefits Brokerage Services
Contract Amount: \$ 141,700		Award Date: 6/16/11
Purpose of Contract (Brief Description): Benefits Consulting and Brokerage Services.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X 4 3 2 1	
Timeliness of Delivery or Performance	5 X 4 3 2 1	
Business Relations	5 X 4 3 2 1	
Customer Satisfaction	5 X 4 3 2 1	
Cost Control	5 X 4 3 2 1	
Average Score	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 ☒ No ☐



BOARD RESOLUTION

Date: April 20, 2012

Agenda Item : 05-17-12-22

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sharonica Hardin, Chief Human Resource Officer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 05-03-12-01

Prior Year Cost \$18,530.00

SUBJECT: To approve a contract renewal with Netchemia, LLC to provide the software license for the District's web-based recruiter application and SAP integration subscription fee for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$15,128.00.

BACKGROUND: This web-based and fully integrated software application has helped to streamline the employment application process within the District. The software currently saves the District countless man hours in the processing and tracking of employment applications.

Accountability Plan Goals: Goal II: Highly Qualified Staff

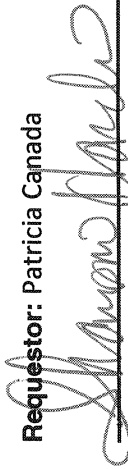
Objective/Strategy: II.A.

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

Fund Source: 990-00-110-2832-6319	GOB	Requisition #:
Amount: \$15,128.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$15,128.00	☒ Pending Funding Availability	Vendor #: 600013650

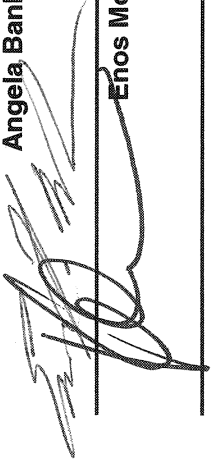
Department: Human Resources

Requestor: Patricia Canada


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



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: April 16, 2012
Dept / School: Human Resources		Reported By: Patricia Canada
Vendor: Netchemia		Vendor #: 600013650
Contract # / P.O. #: 4500158120		Contract Name: Online Application System
Contract Amount: \$ 322,953		Award Date: 6/16/11
Purpose of Contract (Brief Description): Software license for the District's web-based recruiter application and SAP integration subscription fee.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 X 3 2 1	
Timeliness of Delivery or Performance	5 4 X 3 2 1	
Business Relations	5 4 X 3 2 1	
Customer Satisfaction	5 4 X 3 2 1	
Cost Control	5 X 4 3 2 1	
Average Score	4.2	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 X 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: April 25, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 05-17-12-23

Action: X

Action to be Approved:

☒ Contract Renewal
Previous Bd. Res. # 06-30-11-14
Previous Year Cost \$ 116,500.00

Other Transaction Descriptors:

SUBJECT:

To approve a contract renewal with Kronos for hardware and maintenance support services on the timeclock software application for the period July 1, 2012 to June 30, 2013 at a cost not to exceed \$110,000.00.

BACKGROUND:

This service is needed for appropriate tracking of employee time on a daily basis. The system is currently receiving an upgrade in the application and this price reflects maintenance on the current version once complete. The product will have additional features and is now on a more secure and newer hardware system through the virtualized environment.

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	-	75	-	110	- 2828 - 6319	
Amount:	\$				110,000.00	GOB	
Fund Source:	-	-	-	-	-	Requisition #:	
Amount:						Requisition #:	
Fund Source:	-	-	-	-	-	Requisition #:	
Amount:						Requisition #:	
Cost not to Exceed:	\$				110,000.00	<table border="1"><tr><td>X</td></tr></table>	X
X							
				Pending Funding Availability		Vendor #: 600012373	

Department: Information 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
Ernos Moss
Ernos Moss, CFO/Treasurer
Dr. Kelvin R. Adams
Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐		Report Date: April 16, 2012
Dept / School: Information Technology		Reported By: Cheryl VanNoy
Vendor: SAP		Vendor #: 600012373
Contract # / P.O. #:		Contract Name: SAP Maintenance
Contract Amount: \$100,168.90		Award Date: 05/04/2012
Purpose of Contract (Brief Description): Kronos maintenance for the employee time clock monitoring system		
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 X4 3 2 1	
Timeliness of Delivery or Performance	5 X4 3 2 1	
Business Relations	5 X4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 X4 3 2 1	
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period. Please Check Yes ☒ No ☐		



BOARD RESOLUTION

Date: April 19, 2012

Agenda Item : 05-17-12-84

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 10-11-11-24

Prior Year Cost \$100,000

SUBJECT: To approve the contract renewals for the Virtual School program through Connections Academy, Aventa Learning, Missouri Council on Economic Education, Florida Virtual School, The North Kansas City School District, and any other DESE approved vendor in a total amount not to exceed \$100,000. The services are to be provided for St. Louis City resident students from September 1, 2012 through June 30, 2013.

BACKGROUND: MO Revised Statute 167.121 requires any unaccredited school district in Missouri to allow the option for parents to "enroll the parent's' or guardian's child in the Missouri Virtual school created in section 161.670, RSMo." The virtual school curriculum providers listed have been selected and approved by DESE.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 13

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

Fund Source: 981-QZ-110-2223-6319	GOB	Requisition #:
Amount: \$100,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$100,000.00	☒ Pending Funding Availability	Vendor #: Various

Department: Information Technology

Requestor: Cheryl L. VanNoy


Angela Banks, Budget Director


Cheryl VanNoy, Exec. Dir., Technology Services


Enos Moss, CFO/Treasurer


Mary M. Houlihan, Dep. Supt., Operations


Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: April 16, 2012	
Dept / School: Information Technology Services		Reported By: Cheryl VanNoy	
Vendor: Missouri Council of Economic Develop.		Vendor #: 600014216	
Contract # / P.O. #: 4500157963		Contract Name: MoVIP Virtual School Program	
Contract Amount: \$ 4,000		Award Date: 10-11-11-24	
Purpose of Contract (Brief Description): To allow students access to the MoVIP Virtual School Program through this DESE approved vendor.			
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory			
Category	Rating	Comments (Brief)	
Quality of Goods / Services	5		
	4		
	3 X		
	2		
	1		
Timeliness of Delivery or Performance	5		
	4 X		
	3		
	2		
	1		
Business Relations	5		
	4		
	3 X		
	2		
	1		
Customer Satisfaction	5		
	4		
	3 X		
	2		
	1		
Cost Control	5		
	4 X		
	3		
	2		
	1		
Average Score	3.4	Add above ratings: divide the total by the number of areas being rated.	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period. Please Check Yes X 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



Vendor Performance Report

Type of report: Final X Quarterly ☐	Report Date: April 16, 2012
Dept / School: Information Technology Services	Reported By: Cheryl VanNoy
Vendor: Aventa Learning	Vendor #: 600014212
Contract # / P.O. #: 4500159891	Contract Name: MoVIP Virtual School Program
Contract Amount: \$ 35,000	Award Date: 10-11-11-24
Purpose of Contract (Brief Description): To allow students access to the MoVIP Virtual School Program through this DESE approved vendor.	
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 4 X 3 2 1
Timeliness of Delivery or Performance	5 4 X 3 2 1
Business Relations	5 4 3 X 2 1
Customer Satisfaction	5 4 3 X 2 1
Cost Control	5 4 X 3 2 1
Average Score	3.6
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 X 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



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: April 16, 2012	
Dept / School: Information Technology Services		Reported By: Cheryl VanNoy	
Vendor: North Kansas City School District		Vendor #: 600014214	
Contract # / P.O. #: 4500157965		Contract Name: MoVIP Virtual School Program	
Contract Amount: \$ 4,000		Award Date: 10-11-11-24	
Purpose of Contract (Brief Description): To allow students access to the MoVIP Virtual School Program through this DESE approved vendor.			
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory			
Category	Rating	Comments (Brief)	
Quality of Goods / Services	5 4 3 X 2 1		
Timeliness of Delivery or Performance	5 4 X 3 2 1		
Business Relations	5 4 3 X 2 1		
Customer Satisfaction	5 4 3 X 2 1		
Cost Control	5 4 X 3 2 1		
Average Score	3.4	Add above ratings: divide the total by the number of areas being rated.	
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period. Please Check Yes X 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



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: April 16, 2012	
Dept / School: Information Technology Services		Reported By: Cheryl VanNoy	
Vendor: Connections Academy		Vendor #: 600014215	
Contract # / P.O. #: 4500159892		Contract Name: MoVIP Virtual School Program	
Contract Amount: \$ 40,000		Award Date: 10-11-11-24	
Purpose of Contract (Brief Description): To allow students access to the MoVIP Virtual School Program through this DESE approved vendor.			
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory			
Category	Rating	Comments (Brief)	
Quality of Goods / Services	5 4 X 3 2 1		
Timeliness of Delivery or Performance	5 4 X 3 2 1		
Business Relations	5 4 X 3 2 1		
Customer Satisfaction	5 4 3 X 2 1		
Cost Control	5 4 X 3 2 1		
Average Score	3.8	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 X 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



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: April 16, 2012
Dept / School: Information Technology Services		Reported By: Cheryl VanNoy
Vendor: Florida Virtual Schools		Vendor #: 600014213
Contract # / P.O. #: 4500157964		Contract Name: MoVIP Virtual School Program
Contract Amount: \$ 15,000		Award Date: 10-11-11-24
Purpose of Contract (Brief Description): To allow students access to the MoVIP Virtual School Program through this DESE approved vendor.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 X 3 2 1	
Timeliness of Delivery or Performance	5 4 3 X 2 1	
Business Relations	5 4 3 X 2 1	
Customer Satisfaction	5 4 3 X 2 1	
Cost Control	5 4 X 3 2 1	
Average Score	3.4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes X 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: April 25, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 05-17-12-25

Action: X

Action to be Approved:

☒ Contract Renewal
Previous Bd. Res. # 06-16-11-55
Previous Year Cost \$ 355,000.00

Other Transaction Descriptors:

Sole Source

SUBJECT:

To approve a sole source contract renewal with Tyler Technologies, Inc. (SIS K-12) for the annual license of the Student Information System to be provided July 1, 2012 to June 30, 2013 at a cost not to exceed \$345,000.00.

BACKGROUND:

The current Student Information System is a web-based application provided by Tyler Technologies, Inc. and was implemented District-wide in 2007. The student system serves as the authoritative data source for the collection and reporting of student data by providing enrollment, attendance, grades and various demographic information for all students. This system also assists in data driven decision making. The contract include the Pulse system (data warehouse), the auto dial system (School Reach), and the upgraded IEP module with new reporting features.

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 #:
Amount:	\$						345,000.00				
Fund Source:	-						-		-		Requisition #:
Amount:											
Fund Source:	-						-		-		Requisition #:
Amount:											
Cost not to Exceed:	\$						345,000.00	☒	Pending Funding Availability	Vendor #:	600013770

Department: Information 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
Engel Moss
Engel Moss, CFO/Treasurer
Dr. Kelvin R. Adams
Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor:	Cheryl VanNoy	Date:	April 16, 2012
Department / School:	Information Technology	Phone Number:	314-345-2366
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>			
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)			
To contract with Tyler Technologies for the SIS licenses, call notification system, customer programming and on-site training.			
Vendor Name:	Tyler Technologies	Email:	bob.fowler@tylertech.com
Vendor Contact:	Bob Fowler	Phone Number:	
Justification Information			
1. Why the uniquely specified goods are required?			
The SIS system is the authoritative source for the collection and reporting of student data for the District.			
2. Why good or services available from other vendors /competitors are not acceptable?			
The SIS software is only available from Tyler Technologies.			
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)			
Not Applicable			
4. List the Names of other Vendors contacted & Price Quotes:			
No other vendors can provide the license or support for SIS.			
<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>Cheryl VanNoy</i>		<i>4/25/12</i>	
Department Head			Date
CFO			Date
Superintendent			Date

Sole Source Checklist

1. Check one of the following:

- × **One-of-a-kind** The commodity or service has no competitive product and is available from only one supplier.
Prior to checking this box you must complete each of the following tasks:
 - Search the internet for companies providing similar services.
 - Search purchasing files to determine if district has a record of vendors(s) that have provided similar services.
 - Document search activities and findings

- ☐ **Compatibility** The commodity or service must match existing brand of equipment for compatibility and is available from only one vendor.
Prior to checking this box you must complete the following task:
 - Provide documentation from the provider of the original equipment/services that the equipment/services in question must be provided by the vendor in question

- ☐ **Replacement Part** The commodity is a replacement part for a specific brand of existing equipment and is available from only one supplier.
Prior to checking this box you must complete the following task:
 - Document a search for additional suppliers

- ☐ **Delivery Date** Only one supplier can meet necessary delivery requirements.
Prior to checking this box you must complete each of the following tasks:
 - Document delivery date and quotes from at least two other vendors
 - Document rationale in support of treating the delivery date as mission critical

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

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

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

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

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

- Sole supplier (i.e. Regional Distributor)

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

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

- Complete Emergency Purchase Form

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

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



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐		Report Date: April 16, 2012
Dept / School: Information Technology		Reported By: Cheryl VanNoy
Vendor: Tyler Technologies (SIS K-12)		Vendor #: 600013770
Contract # / P.O. #:		Contract Name: Tyler Technologies (SIS K-12) Maintenance
Contract Amount: \$345,000.00		Award Date: 05/17/2012
Purpose of Contract (Brief Description): Software licenses and maintenance on Student Information System		
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	X 5 4 3 2 1	
Timeliness of Delivery or Performance	X 5 4 3 2 1	
Business Relations	X 5 4 3 2 1	
Customer Satisfaction	X 5 4 3 2 1	
Cost Control	X 5 4 3 2 1	
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes ☒ 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: April 25, 2012

Agenda Item : 05-17-12-26

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 05-26-11-04

Prior Year Cost \$260,000.00

SUBJECT: To approve a renewal sole source contract with College Summit, a nonprofit corporation, for junior and senior year college access services. The contract is for the period July 1, 2012 through June 30, 2013 for an amount not to exceed \$260,000.00.

BACKGROUND: College Summit is designed to address MSP standard "College Placement" 9.4.3. College Summit has assisted the district in meeting the college placement accreditation standards for the past 3 years (2008 graduates, 2009 graduates, and 2010 graduates). In the 2011-12 school year College Summit worked with more than 1,300 seniors and over 90% of the seniors have applied to at least one college. As of March 31, 2012 over 61% of seniors have completed a FAFSA (Free Application for Federal Student Aid). For the summer of 2012 College Summit will send approximately 170 SLPS students to the 4 day summer workshops held at Washington University, Ranken Technical College, and the University of Missouri-St. Louis.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 10

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

Fund Source: 110-2325-802-00-110-6319	GOB	Requisition #: TBD
Amount: 260,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$260,000.00	☒ Pending Funding Availability	Vendor #: 600011386

Department: Academics

Requestor: Dr. Dan Edwards

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 ☒ Quarterly ☐		Report Date: April 9, 2012
Dept / School: Academics		Reported By: Dan Edwards
Vendor: College Summit		Vendor #: 600011386
Contract # / P.O. #: 4500153123		Contract Name: College Summit
Contract Amount: \$ 260,000		Award Date: July 1, 2008
Purpose of Contract (Brief Description): To continue services with College Summit, a college access provider that serves juniors and seniors with its post-secondary planning curriculum and on-line management system.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	(5) 4 3 2 1	College Summit has provided a high quality curriculum that has helped the district maintain its accreditation point in college placement for the past 3 years
Timeliness of Delivery or Performance	(5) 4 3 2 1	College Summit has delivered the curriculum and associated reports in a timely manner
Business Relations	(5) 4 3 2 1	The College Summit team is always responsive and willing to assist in any way they can.
Customer Satisfaction	(5) 4 3 2 1	We have enjoyed a strong relationship with College Summit. Their service is good and when there has been an issue they have worked to resolve it.
Cost Control	(5) 4 3 2 1	College Summit has charged the district the same amount for the past 3 years.
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

College Summit Longitudinal Data St. Louis Public Schools

SLPS COLLEGE PLACEMENT RATES

2004 Pre- College Summit	2005 64 Students in College Summit	2006 400 Students in College Summit	2007 1050 Students in College Summit Full Implementation	2008 1,400 Students in College Summit Full Implementation	2009 1,400 Students in College Summit Full Implementation	2010 1,400 Students in College Summit Full Implementation
38.4%	39.0%	62.2%	65.7%	64.9%	61%	64%

SLPS COLLEGE PLACEMENT ACCREDITATION STANDARD STATUS

2004 Pre- College Summit	2005 64 Students in College Summit	2006 400 Students in College Summit	2007 1,050 Students in College Summit	2008 1,400 Students in College Summit Full Implementation	2009 1,380 Students in College Summit Full Implementation	2010 1,350 Students in College Summit Full Implementation
Not Met	Not Met	Not Met	Not Met	Met	Met	Met

Academic Year 2011-2012 Data (as of 4/12/12)

- 91% of seniors served by College Summit have sent at least one application (College Summit serves over 95% of traditional seniors)
- 69% of seniors in St. Louis Public Schools have completed a FAFSA

April 2, 2012

Dr. Nicole Williams
Deputy Superintendent for Academics
St. Louis Public Schools
801 N. 11th Street
St. Louis, MO 63101

Dear Dr. Williams,

College Summit is a national non-profit providing a one-of-a kind college access curriculum and data tracking system (CS-NAV). College Summit will assist the district by providing a structured way for students to apply to college, complete the FAFSA and gain admission into college. In addition, College Summit will provide real time data to the district on how students are progressing toward their post-secondary goals.

College Summit offers a proprietary program offered by no other vendor. It includes, teacher training, a textbook for students and an on-line data tracking system. The implementation of College Summit is district wide in contrast to other college access programs.

Sincerely,



Stacy Clay
Executive Director-College Summit



BOARD RESOLUTION

Date: April 23, 2012

Agenda Item : 15-17-12-27

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 05-26-11-03

Prior Year Cost \$65,000.00

SUBJECT: To approve a renewal of the sole source contract with the Twenty-Second Judicial Circuit Court of Missouri Family Court - Juvenile Division of the Truancy Initiative to work collaboratively with the District to provide services for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$47,293.00.

BACKGROUND: The program has been an ongoing initiative between the District and the Court for 12 years. The goal of the program is to improve the attendance of those students that are identified through the truancy/educational neglect referral process. This year approximately 365 students have been served and the program continues to be successful in improving the attendance rates for the students in the program.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.C.

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

Fund Source: 880-BG-110-2124-6319	GOB	Requisition #:
Amount: \$47,293.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$47,293.00	☒ Pending Funding Availability	Vendor #: 600007378

Department: Student Support Services

Requestor: Megan Marietta

Angela Banks, Budget Director

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

Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐		Report Date: March 2, 2012
Dept / School: Student Support Services		Reported By: Megan Marietta
Vendor: Twenty-Second Judicial Circuit of Missouri Family Court – Juvenile Division		Vendor #: 600007378
Contract # / P.O. #: 4500158617		Contract Name: Truancy Initiative
Contract Amount: \$ 65,000		Award Date: 06-16-11
Purpose of Contract (Brief Description): To work with the District to increase attendance of the students referred to Family Court for truancy.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5X	Attendance of the students is dramatically improved while in this program.
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5 X	Identified students are entered into the program with no delays.
	4	
	3	
	2	
	1	
Business Relations	5X	The administration is always willing to work with SLPS to handle issues.
	4	
	3	
	2	
	1	
Customer Satisfaction	5	The program is a benefit to the students it serves.
	4X	
	3	
	2	
	1	
Cost Control	5X	The cost of the program has declined over time.
	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 ☒ 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

VENDOR PERFORMANCE REPORT INSTRUCTIONS

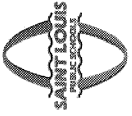
Type of report Identify if this is a final report or a quarterly report (3 months)
Report Date The date the report is prepared
Department Indicate the name of the reporting department
Reported By Please sign your name
Vendor Enter the vendor's name
Vendor Number Enter the vendor's assigned number
Contract # / 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

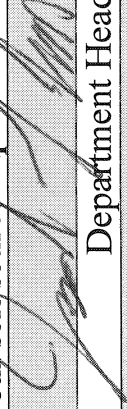
Rating	Category	Description
5	Exceptional	Met all performance requirements; Minor problems; Effective corrective actions; Improved performance; Quality results
4	Very Good	Met all performance requirements; Minor problems; Effective corrective actions
3	Satisfactory	Met all performance requirements; Minor 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



REQUEST FOR SOLE SOURCE PURCHASE

Requestor:	Megan Marietta	Date:	March 15, 2012
Department / School:	Professional Development	Phone Number:	314.345.2425
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>			
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)			
To work with the District to increase attendance of the students referred to Family Court for truancy.			
Vendor Name:	Twenty-Second Judicial Circuit of Missouri Family Court – Juvenile Division	Email:	
Vendor Contact:	Joli Baker	Phone Number:	
Justification Information			
1. Why the uniquely specified goods are required?			
The State of Missouri mandates that school age children attend school on a regular basis. The St. Louis Public Schools has an Accountability Plan goal to increase the attendance of its students.			
2. Why good or services available from other vendors /competitors are not acceptable?			
Twenty-Second Judicial Circuit of Missouri Family Court – Juvenile Division is the only vendor that has the power to hold both the students and parents accountable for compliance with mandatory school attendance.			
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)			
4. List the Names of other Vendors contacted & Price Quotes:			
No other vendors with like capabilities.			
<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:

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 not met, then the item must be bid.



BOARD RESOLUTION

Date: April 17, 2012

Agenda Item : 05-17-12-28

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 05-05-11-14

Prior Year Cost \$50,000.00

SUBJECT: To approve a sole source renewal contract with Sharon Slane for consulting services and grant writing services to be provided from July 1, 2012 through June 30, 2013 at the cost not to exceed \$50,000.00.

BACKGROUND: The consultant will continue to work with the Development Office to design, develop, and submit grant proposals that specifically address District needs and Accountability Plan objectives. Current projects funded through grants: Teaching American History (elementary); Improving Literacy Through School Libraries (Superintendent's Book Club); High School Graduation Initiative; Smaller Learning Communities; Homeless Children and Youth; Success for ELLs; and Columbia Afterschool Reading Retreat. Proposals currently being written include: Missouri Foundation for Health; AT&T Foundation-Aspire Program; State Farm Youth Advisory Board; 21st Century Community Learning Centers Program; U.S. Department of Education-Innovative Approaches to Literacy.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.D

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

Fund Source: 973-00-110-2518-6319	GOB	Requisition #:
Amount: \$50,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$50,000.00	☒ Pending Funding Availability	Vendor #: 600006555

Department: Development Office

Requestor: Linda Riekes

Angela Banks, Budget Director

Blake Youde, Dep. Supt., Institutional Advancement

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Linda Riekes	Date: April 16, 2012
Department / School: Development Office	Phone Number: 345-2465
<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)	
Dr. Slane has written a number of grants that are still active as well as grant proposals that are currently being considered. Her services relative to both the active grants and the grants that she has submitted on behalf of SLPS is required. In addition, her familiarity with the District and its needs cannot be duplicated.	
Vendor Name: Sharon Slane	Email: sharonslane@charter.net
Vendor Contact:	Phone Number: 314-727-7987
Justification Information	
1. Why the uniquely specified goods are required?	
The award of outside funding is essential in order for the district to fully meet the requirements of the Comprehensive School Improvement Plan (CSIP) and Accountability Plan.	
2. Why good or services available from other vendors /competitors are not acceptable?	
The vendor has developed, over the last 25 years, a unique understanding of the needs of the district and a grasp of the district's internal policies and procedures, enabling extremely efficient turnaround time and outstanding results.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
Attached is a list of funded proposals written by the vendor from 1986 through 2012 – more than \$83 million in awards to the district.	
4. List the Names of other Vendors contacted & Price Quotes:	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date
CFO	Date
Superintendent	Date



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐	Report Date: April 5, 2012	
Dept / School: Development Office	Reported By: Linda Riekes	
Vendor: Dr. Sharon Slane	Vendor #: 600-00-6555	
Contract # / P.O. #: 4500 157705	Contract Name: Agreement for Consulting Services	
Contract Amount: \$ \$50,000	Award Date: 05-05-11	
Purpose of Contract (Brief Description): Proposal planning and development services.		
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	The quality of this consultant's work has always been excellent.
Timeliness of Delivery or Performance	X5 4 3 2 1	Timeliness is extremely important in proposal development and submission, and the consultant always delivers on time.
Business Relations	X5 4 3 2 1	The consultant relates well to a broad and diverse range of district representatives with whom she works.
Customer Satisfaction	X5 4 3 2 1	The school district, as the customer, is extremely satisfied with the consultant's work.
Cost Control	X5 4 3 2 1	The cost for this consultant's services is extremely low compared with funds her work brings to the district.
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 ☐



BOARD RESOLUTION

Date: April 25, 2012

Agenda Item : 05-17-12-29

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve renewal of the Memorandum of Understanding with the Curators of the University of Missouri on behalf of the University of Missouri to implement and evaluate the Missouri College Advising Corps Program at Gateway High School and Soldan High School. The MOU will be for the period July 1, 2012 to June 30, 2013.

BACKGROUND: The Missouri College Advising Corps Program is designed to advise students on how to prepare for college admission, choose a college that matches their interests, and complete admission and financial aid applications. The program has been very well received and both schools are requesting the renewal of the program.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

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

Department: Secondary Education

Requestor:

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

Blake Youde, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: April 20, 2012

To: Special Administrative Board

From: Dr. Kelvin R. Adams

Agenda Item : 05-17-12-30

Information: ☐

Action: ☒

Action to be Approved: Membership Renewal

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

SUBJECT: To approve a membership renewal with the Missouri School Boards' Association (MSBA) for the period July 1, 2012 through June 30, 2013 in an amount not to exceed \$15,000, pending the availability of funds.

BACKGROUND: MSBA is a non-profit organization that provides guidance in public school governance helping school boards to succeed.

Accountability Plan Goal(s): Goal V: Governance

Objective/Strategy: V.E

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

Fund Source: 800-00-110-2311-6381	GOB	Requisition #:
Amount: \$15,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$15,000.00	☒ Pending Funding Availability	Vendor #: 600009315

Department: Superintendent's Office

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

--	--	--	--

Missouri School Boards' Association
2100 I-70 Drive Southwest
Columbia, MO 65203

(573) 445-9920 (800) 221-6722
Fax (573) 445-9933

Bill To:

St. Louis City
801 N 11th St
Saint Louis, MO 63101-1015

Dues Statement

Date	Invoice #
3/23/2012	27503

Remit to: **MSBA, Lockbox 162, California, MO 65018**

Description	Amount						
MSBA Membership Dues through 6/30/2013	\$15,000.00						
Your annual dues for FY12-13 are calculated on your district's Current Expenditures as reported to DESE.							
Please return payment with copy of invoice by June 30, 2012.							
Line Item Total	Amount Received	Subtotal	Tax	Other	Handling	Freight	Amount Due
\$15,000.00	\$0.00	\$15,000.00					\$15,000.00

Contributions or gifts to the Missouri School Boards' Association are not deductible as charitable contributions for federal income tax purposes. (This statement is required by Section 10701, Revenue Act of 1987.)



BOARD RESOLUTION

Date: April 23, 2012

Agenda Item : 05-17-12-31

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

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

Action to be Approved: Purchase of Good (s)

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

Previous Board Resolution # 05-05-11-36

Prior Year Cost \$100,300.00

SUBJECT: To approve the purchase of 616 backpacks containing school supplies for the 2011-2012 school-year from Backpack Gear Co. for students who are in transition with housing/homelessness, at a cost not to exceed \$9,979.40.

BACKGROUND: The backpacks will contain basic school supplies along with additional items (dictionary, thesaurus, flashcards, activity books and calculator) essential to learning and/or experiencing academic success. Backpack Gear Co. and Kits for Kids were the two companies that responded to the bid request.

The Students-In-Transition (SIT) Office services more than 3,200 students throughout the school year including the summer months. Currently, the District's homeless/transition numbers reflect that 2,658 students live doubled up; 69 live in hotel/motels; 427 live in shelters and 56 live unsheltered.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.D.3.b & I.D.3.c

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

Fund Source: 822-RM-232-2336-6411	Non-GOB	Requisition #: 10129536
Amount: \$9,979.40		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$9,979.40	☐ Pending Funding Availability	Vendor #: 600014111

Department: Students-In-Transition

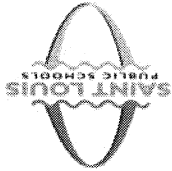
Requestor: Deidra C. Thomas-Murray

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

Dr. Nicole Williams, Dep. Supt., Academics

Dr. Kelvin R. Adams, Superintendent



BID Evaluation Summary

Students in Transition - Backpacks

Name of Vendor	Evaluation Pts Total	Ranking (1,2,3, etc)	Comments
Backpack Gear Company	95	1	Backpack Gear Co. was able to package the supplies in the backpacks without extra cost. Additionally, they have provided excellent service to the SIT department in the past.
Kits for Kidz	72	2	Kits for Kidz was charging additional funds for the custom kits. The cost exceeds the current budget.

Evaluators:

Deidra Thomas-Murray, Students in Transition
Ketur Montgomery, Purchasing
Derica Granger, Students in Transition

Backpack Gear, Inc.

4572 S. Orange Blossom Trail, PMB. #30
Orlando, Florida 32839

Phone: (407) 240-2343 Contact Toronto Liverpool

Fax: (407) 240-2342

Customer Quote

Date	Estimate #
4/16/2012	1996

Customer:
St. Louis Public School Deidra Thomas-Murray 801 N. 11th Street St. Louis, Missouri 63101

Req # 10127536

		Payment Terms	Rep
		Net 30	JD
Item#.	Description	Quote Qty	Unit Price
BPG325-S	600 Denier Backpack: Main/2Accessory Pockets, 2Padded Mesh Water Bottle Pockets, Contoured/Padded Arm Straps, Cell Phone/MP3 Pocket with Portal, Padded Back and I.D. Window. Measure: H16"xW11.5"xD6" Kindergarten Grade Kit: 1 -Ruler 2-Folders, 1-Blunt Scissors, 24PK Crayons, 10-#2 Pencils, Crayola Markers, 1-Large Glue Stick, 1-Pencil Sharpener, 100 Pg. Compositions book, Pencil Box, Flash Cards - Addition and Subtraction, Activity/Coloring Learning Book	324	15.50
BPG-174	600 denier Backpack: 1Main/3Accessory Compartments, CD/MP3 Pocket, Headphone Portal, Support Buckles, 2/Mesh Pockets, Padded & Contoured Arm Straps. Colors: Black/Black, Red/Black, Gray/Black, Sky Blue/Black & Navy/Black. Elementary School Supply Kit: 1-Ruler, 3-Folders, 1-Blunt Scissors, 24PK Crayons, 10-#2 Pencils, Crayola Markers, 1-Large Glue Stick, 1 Wedge Eraser, 1-Pencil Sharpener, Spiral Notebooks - 70 pg. & 150 ct. Notebook Filler Paper, Colored Pencils, Pencil Pouch	292	15.95
SH	Shipping & Handling Charges - 6 pallets		300.00

Quote Accepted By: _____ Date _____

Total
\$9,979.40

Thank you for your interest in doing business with us.



BOARD RESOLUTION

Date: April 23, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 05-17-12-32

Action: ☒

Action to be Approved: Purchase of Good (s)

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

Previous Board Resolution # 05-05-11-06

Prior Year Cost \$61,850.00

SUBJECT: To approve the purchase of 500 hygiene and personal care kits, 920 backpacks containing school supplies and other essentials for the 2011-2012 school year from Backpack Gear Co. for students who are in transition with housing/homelessness, at a cost not to exceed \$27,967.75.

BACKGROUND: The Students-In-Transition (SIT) Office services more than 3,200 students throughout the school year including the summer months. Currently, the District's homeless/transition numbers reflect that 2,658 students live doubled up; 69 live in hotel/motels; 427 live in shelters and 56 live unsheltered. The SIT Office provides personal hygiene kits along with other cleaning essentials (bath towels, detergent and undergarments) and book bags with additional essentials to learning and/or experiencing academic success to its students and families.
Backpack Gear Co., Kits for Kids and Kristen Uniforms were the three companies that responded to the bid request.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.D.3.d.b & I.D.3.c

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

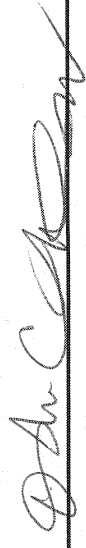
Fund Source: 822-RM-292-2336-6411	Non-GOB	Requisition #: 10129542
Amount: \$23,642.98		
Fund Source: 822-RM-292-2336-6411	Non-GOB	Requisition #: 10129549
Amount: \$4,324.77		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$27,967.75	☐ Pending Funding Availability	Vendor #: 600014111

Department: Students-In-Transition

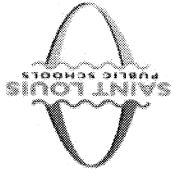
Requestor: Deidra C. Thomas-Murray


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Nicole Williams, Dep. Supt., Academics


Dr. Kelvin R. Adams, Superintendent



BID Evaluation Summary Students in Transition - Hygiene Kits and Backpacks

Name of Vendor	Evaluation Pts Total	Ranking (1,2,3, etc)	Comments
Backpack Gear Company	97	1	Backpack Gear Co. was the only company completely responsive to the request.
Kits for Kidz	73	2	Kits for Kidz was unable to fulfill the complete request.
Kristen Uniform Company	69	3	Kristen Uniform Company was unable to fulfill the complete request.

Evaluators:
 Deidra Thomas-Murray, Students in Transition
 Ketur Montgomery, Purchasing
 Derica Granger, Students in Transition

Backpack Gear, Inc.

4572 S. Orange Blossom Trail, PMB. #30

Orlando, Florida 32839

Phone: (407) 240-2343 Contact Toronto Liverpool

Fax: (407) 240-2342

Customer Quote

Date	Estimate #
4/16/2012	2051

Customer:
St. Louis Public School Deidra Thomas-Murray 801 N. 11th Street St. Louis, Missouri 63101

Payment Terms	Rep
Net 30	JD

Item#.	Description	Quote Qty	Unit Price
BPG-174	600 denier Backpack: 1Main/3Accessory Compartments, CD/MP3 Pocket, Headphone Portal, Support Buckles, 2/Mesh Pockets, Padded & Contoured Arm Straps. Colors: Black/Black, Red/Black, Gray/Black, Sky Blue/Black & Navy/Black.	220	15.95
SSK-1st-5th Grade	Elementary School Supply Kit: 1-Ruler, 3-Folders, 1-Blunt Scissors, 24PK Crayons, 10-#2 Pencils, Crayola Markers, 1-Large Glue Stick, 1 Wedge Eraser, 1-Pencil Sharpener, 100 Pg. Compositions book or Spiral Notebooks - 70 pg. & 150 ct. Notebook Filler Paper		
BPG-274	600 Denier Backpack: 1Main/2Accessory Pockets, 2Padded Mesh Water Bottle Pockets, Contoured/Padded Arm Straps, Cell Phone/MP3 Pocket with Portal, Padded Back and I.D. Window.	325	15.95
SSK-6-8th	Elementary School Supply Kit: 1-Ruler, 3-Folders, 1-Blunt Scissors, 24PK Crayons, 10-#2 Pencils, Crayola Markers, 1-Large Glue Stick, 1 Wedge Eraser, 1-Pencil Sharpener, 100 Pg. Compositions book or Spiral Notebooks - 70 pg. & 150 ct. Notebook Filler Paper, Basic Calculator, Dictionary and Thesaurus		
BPG-274	600 Denier Backpack: 1Main/2Accessory Pockets, 2Padded Mesh Water Bottle Pockets, Contoured/Padded Arm Straps, Cell Phone/MP3 Pocket with Portal, Padded Back and I.D. Window.	375	17.50
SSK-9th-12th	Elementary School Supply Kit: 1-Ruler, 3-Folders, 1-Blunt Scissors, 24PK Crayons, 10-#2 Pencils, Crayola Markers, 1-Large Glue Stick, 1 Wedge Eraser, 1-Pencil Sharpener, 100 Pg. Compositions book or Spiral Notebooks - 70 pg. & 150 ct. Notebook Filler Paper, Basic Calculator, Dictionary and Thesaurus		

Quote Accepted By: _____

Date _____

Total

Backpack Gear, Inc.

4572 S. Orange Blossom Trail, PMB. #30

Orlando, Florida 32839

Phone: (407) 240-2343 Contact Toronto Liverpool

Fax: (407) 240-2342

Customer Quote

Date	Estimate #
4/16/2012	2051

Customer:
St. Louis Public School Deidra Thomas-Murray 801 N. 11th Street St. Louis, Missouri 63101

Payment Terms	Rep
Net 30	JD

Item#.	Description	Quote Qty	Unit Price
KCK-0008	Kids Personal Care Kit: Toothpaste Toothbrush Dental floss First Aid Kit Shampoo Trial Size Wipes 1 Hand Sanitizer	275	7.75
PHK-008	Personal Hygiene Kit: Toothbrush Toothpaste Shampoo 3pk soap Wet wipes First aid kit Lotion Hand Sanitizer Deodorant Comb & Brush	275	10.75
BHW3PK BLK7290 BPG-Tshirts BPG-SocAnk BPG-Deter BPG-DishDet MD4004	3pk Bath/Hand/ & Wash Cloth Set. Plymouth Blankets 3pk T-shirts -Undergarment Adults White ankle socks-4pk Assorted Sizes 6-8, 9-11, 10-13 Tide Powder Detergent 260gr-9.2 oz - Imported Dish Detergent Sleeping Bag: 4 Lbs Comfortable fabrics, Nylon Cover, Cotton Flannel lining; size 33" x 75", temperature rating 30 degrees F.	200 100 100 200 100 100 100	7.00 7.00 3.75 3.50 1.00 1.25 20.00
BPG-PTOW1 Misc. SH	PAPER TOWELS BY DAISY 2 PLY 80 SHEET Pillows - Standard Shipping & Handling Charges -	100 200	0.95 6.50 830.00

Quote Accepted By: _____ Date _____

Total	\$27,967.75
--------------	-------------



BOARD RESOLUTION

Date: April 25, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 15-17-12-33

Action: ☒

Action to be Approved:

Name Change

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

SUBJECT: To approve name changes for the attached schools:

BACKGROUND: The proposed name changes are intended to better reflect the academic programs of the schools while still preserving the reference to their current location. The pilot school names (Froebel, Jefferson, Herzog, Hodgen and Mason) have already been in use for two years.

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

Department: Institutional Advancement

Requestor:

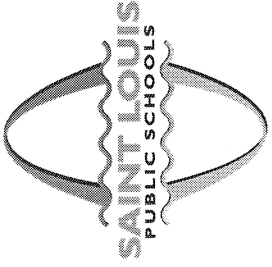
Blake Youde, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Enos Moss, CFO/Treasurer

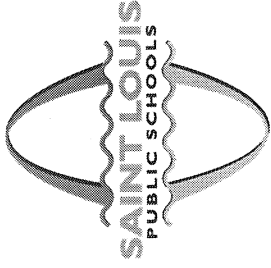
Dr. Kelvin R. Adams, Superintendent

<u>SCHOOL NAME</u>	<u>PROPOSED NEW SCHOOL NAME</u>
Froebel Elementary	Froebel Literacy Academy
Hodgen Elementary	Hodgen Elementary College Bound Academy
Herzog Elementary	Herzog Academy
Jefferson Elementary	Jefferson School
Patrick Henry eMINTS Academy	Patrick Henry Downtown Academy
Gateway Institute of Technology	Gateway STEM Academy
Busch AAA	Busch School of Character and Athletics
Lyon Academy of Basic Instruction at Blow	Lyon Academy at Blow
Mason Elementary	Mason School of Academic & Cultural Literacy



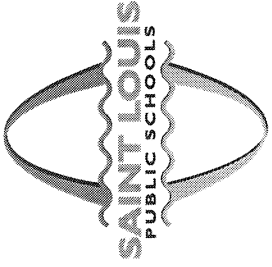
ITEM 05-17-12-34

**APPROVED
AT THE
5/3/12 MEETING**



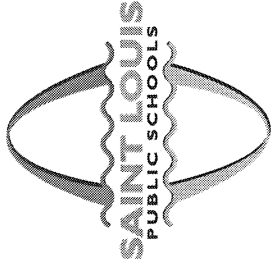
ITEM 05-17-12-35

**APPROVED
AT THE
5/3/12 MEETING**



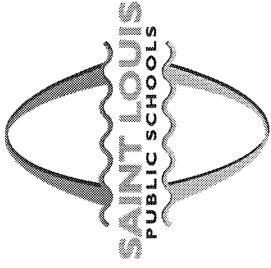
ITEM 05-17-12-36

**APPROVED
AT THE
5/3/12 MEETING**



ITEM 05-17-12-37

**APPROVED
AT THE
5/3/12 MEETING**



ITEM 05-17-12-38

**APPROVED
AT THE
5/3/12 MEETING**



BOARD RESOLUTION

Date: May 10, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 06-67-12-01

Action: ☒

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a contract with Scholastic as the District's standardized vendor for the Suite of Tiered Intervention Products (Read 180, System 44, and Expert 21) for the period July 1, 2012 through June 30, 2013. The products include learning materials, software licenses and support. The cost will not exceed \$400,000.

BACKGROUND: The Saint Louis Public Schools seek to renew the licenses for Fanning, Langston, L'Ouverture, and Vashon to sustain the growth and academic productivity observed during the 2011-2012 school year while expanding the implementation of the full Scholastic Suite to other SLPS schools at the discretion of the Associate Superintendent.

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:	Non-GOB	Requisition #:
Amount: \$400,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$400,000.00	☒ Pending Funding Availability	Vendor #: 600013873

Department: Academics

Requestor: Michael Haggen


Michael Haggen, Assoc. Supt., Office of Innovation


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Nicole Williams, Dep. Supt., Academics

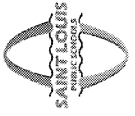

Dr. Kelvin R. Adams, Superintendent

Revised 07/06/2011

Reviewed By: 

Reviewed By: _____

Reviewed By: _____



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Michael Haggren	Date: April 5, 2012												
Department / School: Office of Innovation (Fanning, Langston, L'Ouverture)	Phone Number: (314)345-2233												
<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)													
Scholastic Reading Program is a 3-tiered intervention to support readers. The three tiers include System 44 (readers 3-4 years behind), Read 180 (readers 1-2 years behind), and Expert 21 (readers on level transitioning to mainstream courses/classrooms).													
Vendor Name: Scholastic	Email: kkemp@scholastic.com												
Vendor Contact: Kathy Kemp	Phone Number: (314)302-1274												
Justification Information													
1. Why the uniquely specified goods are required?													
The Scholastic Suite is requested to support the continuum of growth seen at Fanning, Langston, and L'Ouverture. See the chart in #3.													
2. Why good or services available from other vendors /competitors are not acceptable?													
Scholastic's Read 180 is currently in all other middle schools in the district. Additionally, the implementation of the Scholastic Suite has shown supported gains in literacy. Each of the three schools that implemented the full suite experienced gains of more than one year, within the first six months. See the chart in #3.													
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)													
Summary Reading Gains for READ 180 Students <table border="1"> <caption>Mean Lexile Gain for READ 180 Students by School</caption> <thead> <tr> <th>School</th> <th>n</th> <th>Mean Lexile Gain</th> </tr> </thead> <tbody> <tr> <td>LANGSTON</td> <td>90</td> <td>141</td> </tr> <tr> <td>FANNING</td> <td>213</td> <td>108</td> </tr> <tr> <td>LOUVERTURE</td> <td>130</td> <td>80</td> </tr> </tbody> </table> <i>All schools showed positive gains</i> 5		School	n	Mean Lexile Gain	LANGSTON	90	141	FANNING	213	108	LOUVERTURE	130	80
School	n	Mean Lexile Gain											
LANGSTON	90	141											
FANNING	213	108											
LOUVERTURE	130	80											
4. List the Names of other Vendors contacted & Price Quotes:													

*70% Lexiles is approximately equal to a year's growth at grades 4-8

I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.

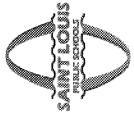
Your sole source request will not be approved without the required signatures below:

	5/9/12
Department Head	Date
CFO	Date
Superintendent	Date



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐		Report Date: April 5, 2012
Dept / School: Office of Innovation (Vashon)		Reported By: Michael Haggen
Vendor: Scholastic		Vendor #: 600013873
Contract # / P.O. / #:		Contract Name: Scholastic Suite License
Contract Amount: \$ 39,230.40		Award Date: 10/04/11
Purpose of Contract (Brief Description): Vashon High School seeks to renew and continue the implementation of the full Scholastic Suite to sustain the continuity of growth and academic productivity observed during the 2010-11 school year and to date. Three middle schools observed more than one years growth on average within only six months of implementation in the first year.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 (4) 3 2 1	The faithful use of the interventions has occasioned an average of more than one year of growth in 3 SIG middle schools (Fanning, Langston, L'Ouverture)
Timeliness of Delivery or Performance	5 (4) 3 2 1	Materials are delivered in a timely manner. Issues are rectified quickly.
Business Relations	(5) 4 3 2 1	Scholastic provides numerous professional development opportunities to all levels of staff to support fidelity of implementation and collaboration between schools and districts.
Customer Satisfaction	5 (4) 3 2 1	Principals are pleased with the growth they seen with the use of the program.
Cost Control	5 (4) 3 2 1	Cost of Implementation has decreased each year.
Average Score	4.2	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

Type of report: Final ☒ Quarterly ☐		Report Date: April 5, 2012
Dept / School: Office Of Innovation (Fanning, Langston, L'Ouverture)		Reported By: Michael Hagen
Vendor: Scholastic		Vendor #: 600013873
Contract # / P.O. #:		Contract Name: Scholastic Suite License
Contract Amount: \$ 170,000.00		Award Date: \$223,701.90
Purpose of Contract (Brief Description): Fanning, Langston and L'Ouverture Middle Schools seek to renew and continue the implementation of the full Scholastic Suite to sustain the continuity of growth and academic productivity observed during the 2010-11 school year and to date. All three middle schools observed more than one years growth on average within only six months of implementation in the first year. Those students exposed to the program over a longer period have shown more growth than other students who have not been present as long as evidenced by L'Ouverture SRI disaggregated reportings.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 (4) 3 2 1	The faithful use of the interventions has occasioned an average of more than one year of growth in 3 SIG middle schools (Fanning, Langston, L'Ouverture)
Timeliness of Delivery or Performance	5 (4) 3 2 1	Materials are delivered in a timely manner. Issues are rectified quickly.
Business Relations	(5) 4 3 2 1	Scholastic provides numerous professional development opportunities to all levels of staff to support fidelity of implementation and collaboration between districts.
Customer Satisfaction	5 (4) 3 2 1	Principals are pleased with the growth they seen with the use of the program.
Cost Control	5 (4) 3 2 1	Cost of Implementation has decreased each year.
Average Score	4.2	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 ☐		



Board Resolution

Date: May 8, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Enos K. Moss, CFO/Treasurer

Agenda Item: 06-07-18-02

Action: X

Action to be Approved:

☒ Contract Renewal

Previous Bd. Res.: 06-30-11-24

Prior Year Amount: 3% of Generated Revenue

Other Transaction Descriptors: _____

SUBJECT:

To approve a contract renewal with Accellify for School District Administrative Claiming (SDAC) services to be provided for the 2012-13 academic year at a cost not to exceed 3% of generated revenue.

BACKGROUND:

Accellify provides all of the products, services and technical assistance that are necessary in order for the District to be able to submit accurate and timely claims to the Missouri Department of Social Services (DSS) MOHealthNet Division with respect to claimable costs that the District incurs in providing administrative outreach services for the Medicaid program. Accellify will continue to conform to all requirement as documented in RFP 005-0910. Accellify receives a fee of not more than 3% of any SDAC-related revenue that the District receives from MOHealthNet for the SDAC program. Total projected FY12 SDAC revenue: \$3.3M.

Accountability Plan Goal: Goal V: Governance					Objective/Strategy:		V.B						
FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)													
Fund Source:	828	-	MZ	-	140	-	2132	-	6358	Non GOB	Requisition #:		
Amount:	3% of Revenue												
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:		
Amount:													
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:		
Amount:													
Cost not to Exceed:					3% of Revenue					Pending Funding Availability		Vendor #:	600014287

Department: Grants Management

Angela Banks, Budget Director

Mary M. Houlihan, Dep. Supt., Operations

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐	Report Date: 4/27/2012	
Dept / School: Central Office Finance	Reported By: Anna Munson	
Vendor: Accelify	Vendor #: 600014287	
Contract # / P.O. #:	Contract Name: SDAC	
Contract Amount: \$	Award Date: 07/01/2011	
Purpose of Contract (Brief Description): MOHealthNet claiming for School District Administrative Claiming services		
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	<u>5</u> 4 3 2 1	
Timeliness of Delivery or Performance	<u>5</u> 4 3 2 1	
Business Relations	<u>5</u> 4 3 2 1	
Customer Satisfaction	<u>5</u> 4 3 2 1	
Cost Control	<u>5</u> 4 3 2 1	
Average Score		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 ☐		



BOARD RESOLUTION

Date: May 10, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Althea Albert-Santiago, Director, Food Service

Agenda Item : 06-07-18-003

Action: ☒

Action to be Approved: Lease Agreement

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

Previous Board Resolution # 08-16-11-04

Prior Year Cost \$83,900.00

SUBJECT: To approve a contract renewal with Preferred Meal Systems, Inc. for the lease of the SLPS warehouse located at 5020 Lexington Avenue. The period of the lease will be July 1, 2012 through June 30, 2013. Preferred Meal Systems, Inc. will pay SLPS a monthly lease rate of \$7,201.42. The total lease payments to SLPS will be \$86,417.04

BACKGROUND: Preferred Meal Systems, Inc. is the elementary school meal provider for the District and uses the SLPS warehouse at Lexington to stage the food to be delivered to the schools. They are a subcontractor for Chartwells and will lease 12,794 sq. ft. at a lease rate of \$6.75 per square foot.

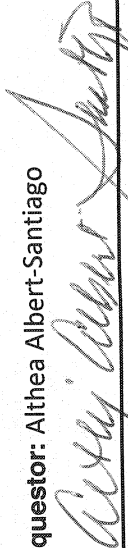
Accountability Plan Goals: Goal III: Facilities, Resources Support Objective/Strategy: III.G.1

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

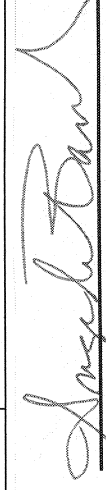
Fund Source: 510-0000-5193-000-UK-510	Non-GOB	Requisition #:
Amount: \$86,417.04		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$86,417.04	☐ Pending Funding Availability	Vendor #: 600014681

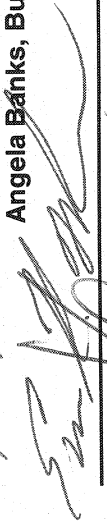
Department: Food Services

Requestor: Althea Albert-Santiago


Althea Albert-Santiago, Director, Food Service


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: May 10, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Althea Albert-Santiago, Director, Food Service

Agenda Item : 06-07-62-04

Action: ☒

Action to be Approved: Contract Renewal

Previous Board Resolution # 08-16-11-03

Prior Year Cost \$13,240,148

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

SUBJECT: To approve a contract renewal with Chartwells Food Service, (a division of the Compass Group USA, Inc.) for food services provided to the St. Louis Public Schools' students for the 2012-2013 school year. The term of this agreement shall be for the period of July 1, 2012 through June 30, 2013. The cost of the contract is not to exceed \$13,886,359.00. This is the last year of a four year contract.

BACKGROUND: The funds used to provide this service to District students come from the Federal Free and Reduced Meals Program administered by the USDA and not from the District General Operating Funds. Under the renewal of this agreement, Chartwells Food Service will manage the 2012-2013 regular and 2013 summer school food service program, as well as the vending operations located in the cafeterias and kitchens of District school facilities. In addition, they will evaluate adding a super program to the After School Program through the Chartwells agreement. Chartwells has agreed that, within the terms of this contract, up to \$3 million will be paid to Preferred Meals.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.G.1

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

Fund Source: Fund 906-00-510-3111-6319	Non-GOB	Requisition #:
Amount: \$13,886,359.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed:	☐ Pending Funding Availability	Vendor #: 600012482
\$13,886,359.00		

Department: Food Services

Requestor: Althea Albert-Santiago

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

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



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐		Report Date: 4/27/2012
Dept / School: Operations/Food Services		Reported By: Althea Albert-Santiago
Vendor: Chartwells		Vendor #: 600012482
Contract # / P.O. #:		Contract Name: Food Service Management Company-Chartwells
Contract Amount: million		Award Date: 8-6-2009
Purpose of Contract (Brief Description): Food Services Management in SLPS Schools		
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 4X 3 2 1	Chartwells has improved the food quality and meal service to satisfy the students, parents and administrators at each school. Still need to address componentized meals in all elementary schools
Timeliness of Delivery or Performance	5 4X 3 2 1	Chartwells is meeting the requirements based in the contract
Business Relations	5 4X 3 2 1	Chartwells has a good working relationship with SLPS Food Services Staff. Chartwells' Management staff is responsive to the needs of the school principals and students.
Customer Satisfaction	5 4 3X 2 1	The feedback from schools is getting better because Chartwells is more proactive to address food services issues in the schools.
Cost Control	5 4X 3 2 1	Chartwells is proactive in managing costs and managing the approved budget
Average Score	19/5=3.8	
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: May 10, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 06-07-12-26

Action: X

Action to be Approved:

☒ Contract Renewal

Previous Bd. Res. # 06-30-11-12
Prior Year Approved Amount \$ 3,500,000.00

Other Transaction Descriptors:

SUBJECT:

To approve a contract renewal with Schillers, KCAV, Haddock Education Technologies, and TSI as the standard vendors for interactive boards, projectors, student response systems, eBeams and various peripherals beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$3,500,000.00.

BACKGROUND:

This project encompasses entering into a contractual agreement with various vendors for standardization and direct purchase of interactive boards and projection systems as requested through the use of GOB, Title, SIG, and Prop S funds. The contract requires the vendor to deliver and install all units.

Accountability Plan Goal:		Goal III: Facilities, Resources Support	Objective/Strategy:	III.A.
FUNDING SOURCE: (Location Code) - (Project Code) - (Fund Type) - (Function) - (Object Code)				
Fund Source:	-	-	-	Requisition #:
Amount:	\$	3,500,000.00		
Fund Source:	-	-	-	Requisition #:
Amount:				
Fund Source:	-	-	-	Requisition #:
Amount:				
Cost not to Exceed:	\$	3,500,000.00	☒ Pending Funding Availability	Vendor #: Various

Department: Information Technology Services

Cheryl L. 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



Vendor Performance Report

Type of report: Final ☒ Quarterly ☐	Report Date: 04/30/2012	
Dept / School: Technology	Reported By: Cheryl VanNoy	
Vendor: TSI	Vendor #: 600005437	
Contract # / P.O. #:	Contract Name: TSI	
Contract Amount: \$3,500,000.00	Award Date: June 7, 2012	
Purpose of Contract (Brief Description): To provide problem resolution support for all technology systems.		
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 X4 3 2 1	
Timeliness of Delivery or Performance	5 X4 3 2 1	
Business Relations	5 X4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 X4 3 2 1	
Average Score	4	
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

Type of report: Final ☒ Quarterly ☐		Report Date: 04/30/2012
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: KCAV		Vendor #: 600000924
Contract # / P.O. #:		Contract Name: KCAV
Contract Amount: \$3,500,000.00		Award Date: June 16, 2011
Purpose of Contract (Brief Description): To sell and install interactive boards and associated equipment.		
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 X4 3 2 1	
Timeliness of Delivery or Performance	5 X4 3 2 1	
Business Relations	5 X4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 X4 3 2 1	
Average Score	4	
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

Type of report: Final ☒ Quarterly ☐		Report Date: 04/30/2012
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: Haddock		Vendor #: 600013273
Contract # / P.O. #:		Contract Name: Haddock
Contract Amount: \$3,500,000.00		Award Date: June 16, 2011
Purpose of Contract (Brief Description): To sell and install interactive boards and associated equipment.		
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 X4 3 2 1	
Timeliness of Delivery or Performance	5 X4 3 2 1	
Business Relations	5 X4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 X4 3 2 1	
Average Score	4	
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

Type of report: Final ☒ Quarterly ☐		Report Date: 04/30/2012	
Dept / School: Technology		Reported By: Cheryl VanNoy	
Vendor: Schiller's		Vendor #: 600005238	
Contract # / P.O. #:		Contract Name: Schiller's	
Contract Amount: \$3,500,000.00		Award Date: June 16, 2011	
Purpose of Contract (Brief Description): To sell and install interactive boards and associated equipment.			
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 X4 3 2 1		
Timeliness of Delivery or Performance	5 X4 3 2 1		
Business Relations	5 X4 3 2 1		
Customer Satisfaction	5 X4 3 2 1		
Cost Control	5 X4 3 2 1		
Average Score	4		
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 ☐			



Board Resolution

Date: May 10, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 0207-1206

Action: X

Action to be Approved:

☒ Contract Renewal
Previous Bd. Res. # 06-30-11-13
Prior Year Approved Amount \$ 5,500,000.00

Other Transaction Descriptors:

SUBJECT:

To approve a contract renewal with Dell Corporation as the standard vendor for technology purchases for items such as personal laptops, desktops, tables, servers, storage devices and peripherals beginning July 1, 2012 through June 30, 2013 at a cost not to exceed \$5,500,000.00.

BACKGROUND:

This project encompasses entering into a contractual agreement with Dell Corporation for standardization and direct purchase of servers, storage devices, peripherals, desktops, notebooks/netbooks and laptop computers. The contract requires that Dell image, install and deliver all units. Dell is a diversified supplier that sells numerous products directly to its customers. This model allows building each system to order and ensures that the District receives systems configured to specifications at competitive prices. The equipment will be purchased from GOB, Title, SIG, and Prop S funds.

Accountability Plan Goal: Goal III: Facilities, Resources Support

Objective/Strategy:

III.A.

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

Fund Source:	-	-	-	-	Requisition #:
Amount:	\$	5,500,000.00			
Fund Source:	-	-	-	-	Requisition #:
Amount:					
Fund Source:	-	-	-	-	Requisition #:
Amount:					
Cost not to Exceed:	\$	5,500,000.00	☒	Pending Funding Availability	Vendor #: 600005394

Department: Information 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



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: 04/30/2012	
Dept / School: Technology		Reported By: Cheryl VanNoy	
Vendor: Dell		Vendor #: 600005394	
Contract # / P.O / #: Various		Contract Name: Dell	
Contract Amount: \$5,500,000.00		Award Date: June 16, 2011	
Purpose of Contract (Brief Description): Dell is the standard vendor for technology purchases for items such as personal laptops, netbooks, desktops, tables, servers, storage devices and peripherals.			
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		
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 ☐			



BOARD RESOLUTION

Date: May 14, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 06-07-18-07

Action: ☒

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 01-26-12-04

Previous Cost \$5,000,000

SUBJECT: To approve a contract renewal with Apple as the sole source for technology purchases for the period July 1, 2012 through June 30, 2013. Examples of items that will be purchased are iPads, iMacs, Bretford iPad, sync carts, and other equipment and services.

BACKGROUND: The primary use for this contract will be for the classroom iPad programs. The equipment will be purchased from GOB, Title, SIG and DESEG.

Accountability Plan Goal: Goal III: Facilities, Resources Support

III.A.

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

Fund Source:	-	-	-	-	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 #: 600011766

Department: Information 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



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: 04/30/2012
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: Apple		Vendor #: 600011766
Contract # / P.O. #: Various		Contract Name: Apple Products
Contract Amount: \$3,000,000.00		Award Date: January 26, 2012
Purpose of Contract (Brief Description): To provide Apple products, training and services.		
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 X4 3 2 1	
Timeliness of Delivery or Performance	5 X4 3 2 1	
Business Relations	5 X4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 X4 3 2 1	
Average Score	4	
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 ☐		



Board Resolution

Date: May 7, 2012

Agenda Item: 06-07-12-08

To: Dr. Kelvin R. Adams, Superintendent

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

Action: X

Action to be Approved:

Other Transaction Descriptors: _____

☒ Contract Renewal

Previous Bd. Res. # 10-25-11-10

Previous Year Cost \$ 19,584.00

SUBJECT:

To approve a contract renewal with Pitney Bowes for maintenance services and equipment on the postage meter application system. This contract is for the period July 1, 2012 to June 30, 2013 at a cost not to exceed \$18,500.00.

BACKGROUND:

This service is needed to add the postage to mailed letters which includes a software application to identify correct mailing addresses prior to mailing.

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 #:
Amount:	\$						18,500.00				
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Cost not to Exceed:	\$						18,500.00	☒	X	Pending Funding Availability	Vendor #: 600005507

Department:

Information 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, Superintendent



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: 04/30/2012
Dept / School: Technology		Reported By: Cheryl VanNoy
Vendor: Pitney Bowes		Vendor #: 600005507
Contract # / P.O. #: 4500159237		Contract Name: Pitney Bowes
Contract Amount: \$19,584		Award Date: October 25, 2011
Purpose of Contract (Brief Description): Pitney Bowes is the contractor that supplies the postage meter for adding postage to the mailing letters. Additionally, it will include a computer application that will verify addresses before they are mailed.		
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	
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 X No ☐		



Board Resolution

Date: May 8, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Cheryl VanNoy, Exec. Dir., Technology Services

Agenda Item: 06-07-12-09
Information: _____
Action: X

Action to be Approved:

X Contract Renewal
Previous Bd. Res. # 05-05-11-17
Previous Year Cost \$ 13,500.00

Other Transaction Descriptors: _____

SUBJECT:

To approve a contract renewal with MOREnet to provide technology resources and training for the period July 1, 2012 through June 30, 2013 at a cost not to exceed \$13,500.00.

BACKGROUND:

This user group initiative provides technological discussion and resources that include, but are not limited to the training necessary for research and analysis for our librarians. Additionally, it includes unlimited technical support, network consulting, unlimited web seminars by MOREnet staff, unlimited E-Rate support and training, and list serves and subscriptions. The cost is based on the number of students enrolled in the District.

Accountability Plan Goal: Goal III: Facilities, Resources Support

III.B.

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

Fund Source:	981	-	54	-	110	-	2828	-	6319	GOB	Requisition #:
Amount:	\$						13,500.00				
Fund Source:	-		-		-		-		-		Requisition #:
Amount:											
Fund Source:	-		-		-		-		-		Requisition #:
Amount:											
Cost not to Exceed:	\$						13,500.00	☒	Pending Funding Availability	Vendor #:	600006850

Department: Technology Services


Cheryl VanNoy, Exec. Dir., Technology Services


Mary M. Houlihan, Dep. Supt., Operations


Angela Banks, Interim Budget Director


Enos Moss, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: April 27, 2012
Dept / School: Information Technology Services		Reported By: Cheryl VanNoy
Vendor: MOREnet		Vendor #: 600006850
Contract # / P.O./ #: 4500157911		Contract Name: Internet Connectivity to Training Support
Contract Amount: \$13,500		Award Date: May 5, 2011
Purpose of Contract (Brief Description): To provide access to technical resources and training.		
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 X No ☐		



Board Resolution

Date: May 8, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item: 06-07-12-10

Action: X

Action to be Approved:

☒ Contract Renewal

Previous Bd. Res. # 05-05-11-18

Previous Year Cost \$ 365,463.00

Other Transaction Descriptors:

SUBJECT:

To approve a contract renewal with SoftChoice for the Microsoft School Agreement and other computer applications from July 1, 2012 to June 30, 2013 at a cost not to exceed \$174,000.00

BACKGROUND:

This service is to provide the Microsoft Suite products, the antivirus software - Sophos, and the email filtering application. These products are all used on our hardware systems which supply application & protection. The email filtering application is a mandate of MoreNet and/or e-Rate funding. During the renewal negotiations last year, Softchoice gave a substantial discount (20%) for the purchase of a five year Sophos license. The District will not have to pay for Sophos again until 2016. This accounts for the significant decrease in cost from 2011-12 to 2012-13.

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 #:
Amount:	\$						174,000.00				
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Fund Source:	-	-	-	-	-	-	-	-	-		Requisition #:
Amount:											
Cost not to Exceed:	\$						174,000.00	☒	Pending Funding Availability	Vendor #:	600000772

Department:

Information 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



Vendor Performance Report

Type of report: Final X Quarterly ☐		Report Date: 04/27/2012	
Dept / School: Technology		Reported By: Cheryl VanNoy	
Vendor: SoftChoice		Vendor #: 60000772	
Contract # / P.O/ #: 4500157902		Contract Name: Microsoft School Agreement	
Contract Amount: \$174,000.00		Award Date: June 7, 2012	
Purpose of Contract (Brief Description): SoftChoice will provide the licenses for Microsoft Suite products, anti-virus software, and internet filtering application.			
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		
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 ☐			

BOARD RESOLUTION

Date: May 11, 2012

Agenda Item : 06-07-12-11

To: Dr. Kelvin R. Adams, Superintendent

Action: ☒

From: Sharonica Hardin, Chief Human Resource Officer

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-16-11-45

Prior Year Cost \$102,786

SUBJECT: To approve a contract renewal with Steve Warmack to serve as the Principal of Clyde C. Miller Career Academy at a cost not to exceed \$104,841.72 for the period from July 1, 2012 through June 30, 2013.

BACKGROUND: The term of this Agreement shall be from July 1, 2012 through June 30, 2013, subject to termination earlier as provided herein. Throughout this term, Employee shall devote Employee's full time and best efforts to perform the duties of the Principal of Clyde C. Miller Career Academy as hereinafter defined in a professional manner and shall not engage in any other activity in such a manner as to adversely affect the duties assigned to Employee under this Agreement.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: MSIP 5.1

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

Fund Source: 110-2321-6319-804-00	GOB	Requisition #:
Amount: \$104,841.72		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$104,841.72	☒ Pending Funding Availability	Vendor #:

Department: Human Resources

Requestor: Sharonica Hardin

Angela Banks, Budget Director

Sharonica Hardin, Chief Human Resource Officer

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: May 11, 2012

To: Special Administrative Board

From: Dr. Kelvin R. Adams, Superintendent

Agenda Item : Ob-07-12-12

Information: ☐

Action: ☒

Action to be Approved:
Contract Renewal

Previous Board Resolution 08-02-11-01

Prior Year Cost: \$78,000

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

SUBJECT: To approve a contract renewal with Steven R. Carroll and Associates for legislative representation of the St. Louis Public Schools for the period July 1, 2012 through June 30, 2013 in an amount not to exceed \$78,000.00 that will include reimbursement of expenses incurred, pending the availability of funds.

BACKGROUND: Steven R. Carroll and Associates represents the District in bill and amendment drafting, bill monitoring and tracking, day-to-day lobbying at the State Capitol, legislative research on issues and topics, executive branch lobbying, preparation of fiscal impact reports on proposed legislation, etc.

Accountability Plan Goals: Goal: Governance

Objective/Strategy: I.A

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

Fund Source: 800-00-110-2313-6319	GOB	Requisition #:	
Amount: \$78,000			
Fund Source:		Requisition #:	
Amount:			
Fund Source:		Requisition #:	
Amount:			
Cost not to Exceed: \$ 78,000	☒ Pending Funding Availability	Vendor #:	600008116

Department: Superintendent's Office



Angela Banks, Budget Director



Enos Moss, CFO/Treasurer



Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: May 8, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Dr. Chip Jones, Assoc. Supt., Student Support Serv

Agenda Item : 06-07-12-13

Action: ☒

Action to be Approved:
Memorandum of Understanding
Previous Board Resolution # 06-30-11-62

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

SUBJECT: To approve the renewal of the Memorandum of Understanding with the YWCA Head Start to provide the framework for the cooperative efforts between the YWCA and SLPS. The program will be for the period of July 1, 2012 to June 30, 2013 and there will be no cost to the District.

BACKGROUND: The YWCA Head Start will maximize the use of available local resources in providing special education and related special education services to young children and families under federal IDEA guidelines.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1. D.

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

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

Department: Early Childhood Spec

Requestor: Dr. Sheryl Davenport

Angela Banks, Budget Director

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

Enos Moss, CFO/Treasurer

Blake Youde, Dep. Supt., Institutional Advancement

Dr. Kelvin R. Adams, Superintendent

Memorandum of Understanding

Performance Standard(s)

Report

Agency: YWCA St. Louis Head Start

School: Early Childhood

From: Dr. Sheryl Davenport To: Paula Knight & Blake Youde

Performance Standard 1: The YWCA St. Louis Head Start and SLPS shall obtain written consent of parents before disclosing personally identifiable information from the education records of a child. The written consent must be signed and dated by the parent giving consent. The use of a common release of information form is recommended.

Status: The common release of information has been used. As part of IDEA, SLPS maintains confidential files in locked cabinets with a signature page attached.

Performance Standard 2: Screening shall be a collaborative effort between the YWCA and SLPS and not a duplication of services.

Status: The YWCA and SLPS have established procedures for screening that are not a duplication of services.

Performance Standard 3: Both programs require observation as part of the evaluation process.

Status: The YWCA has established procedures for evaluation teams to observe students in their centers as part of the process.

Performance Standard 4: The YWCA shall be included as the implementer of appropriate IEP goals. The parties will include the parent(s) in planning for their child's IEP.

Status: The YWCA and SLPS have developed procedures to ensure parents actively participate in developing and implementing IEP goals. Parents are notified in accordance with IDEA requirements to attend all meetings and as much as practicable, students may remain at the center site if appropriate per the IEP.

Performance Standard 5: When enrollment in the YWCA is recommended for a child with disabilities, consultation between SLPS and the YWCA Head Start Disabilities Specialist takes place to determine if the YWCA Head Start program is appropriate for the child. Staffing meetings will be held to review the child's and family's progress toward established goals.

Status: The YWCA and SLPS have developed procedures to ensure parents actively participate in developing and implementing IEP goals. Parents are notified in accordance with IDEA requirements to attend all meetings and as much as practicable, students may remain at the center site if appropriate per the IEP.

Submitted by: Sheryl Davenport, Ed. D.

Date: 4/30/ 2012

Reviewed by: Blake Youde

Date: _____

Recommendation:

☒ Continue

☐ Discontinue

Memorandum of Agreement
Between
YWCA St. Louis Head Start/Early Head Start Program
And

St. Louis City Public Schools

(Covering Early Head Start Program Years: 2012-13; 2013-14; 2014-15)

Purpose

The purpose of this Memorandum of Understanding is to facilitate communication and collaboration between the YWCA St. Louis Head Start/Early Head Start Program and the St. Louis City Public Schools, 801 N. 11th Street, St. Louis, Missouri 63101. This agreement is guided by the Head Start Performance Standards (45-CFR-1301, 1306, 1308), Memorandum of Understanding involving The Missouri Department of Elementary and Secondary Education (DESE), Region VII Department of Health and Human Services Administration for Children and Families Office of Community Operations, Missouri Head Start Association, Region II Quality Improvement Center for Disability Services, Individuals with Disabilities Education Act (IDEA) the State of Missouri Department of Elementary and Secondary Education Regulations implementing Part B of IDEA, Section 504 of the Rehabilitation Act of 1973 and Americans with Disabilities Act (ADA). This agreement is not intended to create any new binding requirements for St. Louis City Public Schools and/ or the YWCA St. Louis Head Start/Early Head Start Program. This agreement reflects current legislative and regulatory requirements as well as recommended practices. It is the expectation that the YWCA St. Louis Head Start/Early Head Start Program and the St. Louis City Public Schools will use this agreement as a guide to create local collaboration responsive to the needs of the St. Louis Community.

While this document addresses issues related to children with disabilities and their families, the participants in this agreement are committed to promoting integration of all early childhood programs through enhancing awareness of and coordination with programs and resources that address the needs of all young children in St. Louis. Examples include, but are not limited to: Missouri Preschool Project programs, Parents As Teachers, Even Start, Title I Preschools, Child Care Block Grant programs, and Migrant and Homeless Programs.

Objectives

The objectives of this Memorandum of understanding are:

- To provide a framework for the development of local letters of interagency agreements and cooperative efforts between the YWCA St. Louis Head Start/Early Head Start Program and the St. Louis City Public Schools
- To maximize the full use of available local resources in providing special education programs and related services to young children with disabilities and their families in St. Louis.
- To assure coordination of services to children with disabilities served by the YWCA St. Louis Head Start/Early Head Start Program and St. Louis City Public Schools.
- To clarify roles and responsibilities of the YWCA St. Louis Head Start/Early Head Start Program and St. Louis City Public Schools in working with families.
- To provide information to St. Louis City Public Schools about Head Start's national policies regarding services and responsibilities for children with disabilities.
- To provide information to the YWCA St. Louis Head Start Program administrators and program staff about St. Louis City Public Schools and responsibilities for children with disabilities.

- To provide opportunities for the YWCA St. Louis Head Start Program and First Steps staff to discuss mutual accomplishments and concerns.
- To encourage cooperation among YWCA St. Louis Head Start Program, St. Louis City Public Schools and State agencies in the further development of high quality early childhood and parent education services throughout St. Louis City Public Schools.

Identification

YWCA St. Louis Head Start Program

To recruit and enroll children with disabilities to equal at least 10% of the funded enrollment.

St. Louis City Public Schools

To identify, through evaluation, all potential children with disabilities ages three through five (3-5) in St. Louis City Public Schools.

To refer children with disabilities ages three through five (3-5) for whom Head Start would be an appropriate Least Restrictive Environment for dual placement or with itinerant services in the Head Start Classroom.

Area of Collaboration

St. Louis City Public Schools and the YWCA St. Louis Head Start shall obtain written consent of the parent(s) before disclosing personally identifiable information from the education records of a child. The written consent must be signed and dated by the parent giving the consent and shall include the following (a) a specification of the records to be disclosed (b) the purpose of the disclosure and (c) the party of parties to whom the disclosure may be made. The use of a common release of information form is recommended.

Screening

YWCA St. Louis Head Start Program

All children enrolled in the St. Louis Head Start Program must be screened according to the requirements established in the Head start Performance Standards that include: standardized health screening which includes speech, hearing, and vision.

To share (with parental permission) screening information with the St. Louis City Public Schools for those children referred by Head Start to the School District.

To review all previous screening and evaluation data when receiving referrals from St. Louis City Public Schools.

St. Louis City Public Schools

Parents can access screening through their local school district.

To provide to the YWCA St. Louis Head Start (with parental permission) screening information for those children referred to or enrolled in Head Start programs.

To review all previous screening and evaluation data when receiving referrals from Head Start programs.

Area of Collaboration

Screening should be a collaborative effort between the YWCA St. Louis Head Start and St. Louis City Public Schools when possible and not a duplication of services.

Evaluation

YWCA St. Louis Head Start Program

To ensure that a comprehensive multidisciplinary evaluation is made available to all children suspected of having a disability.

To assist parents with completing the referral packet and obtain parental permission to share information and records with the St. Louis City Public Schools.

To assist the parent/guardian in obtaining an evaluation within 90 days from the date of the delivery of the referral packet to St. Louis City Public Schools.

To share (with parental permission) information and records with St. Louis City Public Schools.

To participate with the St. Louis City Public Schools at the request of the parent(s) in the comprehensive assessment process.

St. Louis City Public Schools

To provide a multidisciplinary evaluation for all preschool children suspected of having a disability whose parent/guardian reside in St. Louis City Public Schools.

To obtain parental permission to provide a diagnostic evaluation and obtain information from St. Louis City Public Schools staff and/or records for children enrolled in the Head Start program prior to initiation of the evaluation.

To share (with parental permission) evaluation information with the St. Louis City Public Schools staff.

To involve the St. Louis City Public Schools (with parental permission) in the assessment process.

Area of Collaboration

Both programs require observation as part of the evaluation process. The observation requirement may take place at the YWCA Head Start/Early Head Start Centers.

Individual Education Plan (IEP)

YWCA St. Louis Head Start Program

To participate in the IEP process (with parental permission) for children referred by the YWCA St. Louis Head Start Program to the St. Louis City Public Schools or for children whose placement is shared by the St. Louis City Public Schools and Head Start.

For those children who do not meet eligibility criteria as established by the State Department of Education but do meet the YWCA St. Louis Head Start diagnostic criteria for disabilities, an IEP will develop, implemented, reviewed and revised by a multidisciplinary team including the parents.

St. Louis City Public Schools

To develop an IEP for each child when the St. Louis City Public Schools evaluation process has determined that the eligibility criteria as established by the State of the Department of Elementary and Secondary Education has been met. Information for children enrolled in the YWCA St. Louis Head Start Program, shall be reviewed by the St. Louis City Public School's multidisciplinary team for possible inclusion in the child's IEP, and for all subsequent reviews.

St. Louis City Public Schools shall invite a YWCA St. Louis Head Start staff person to participate in IEP meetings, for children enrolled in the YWCA St. Louis Head Start Program and placed by St. Louis City Public Schools.

Area of Collaboration

The YWCA St. Louis Head Start shall be included as the implementer of appropriate IEP goals. The St. Louis City Public Schools teachers and the Head Start Teachers will develop an action plan for Joint Programming. The YWCA St. Louis Head Start and the St. Louis City Public Schools will include the parent(s) in planning for their child's IEP. The information contributed by the parent(s) will be instrumental in developing goals and objectives for the child.

Placement

YWCA St. Louis Head Start Program

The YWCA St. Louis Head Start Program will provide full inclusion programs for children with disabilities when: their parents wish them enrolled in Head Start; they meet age and income eligibility, Head Start is an appropriate placement according to the child's IEP and the program has space for enrollment.

St. Louis City Public Schools

To provide special education and related services based on the IEP goals and objectives in the least restrictive environment (LRE) to children who meet the eligibility criteria.

Area of Collaboration

When enrollment in the YWCA St. Louis Head Start program is recommended for a child with disabilities, consultation between the St. Louis City Public Schools representative and the YWCA St. Louis Head Start Disabilities Specialist will take place to determine if the YWCA St. Louis Head Start Program is an appropriate placement for the child. Staffing meetings will be held to review the child's and family's progress toward established goals.

Family Involvement

YWCA St. Louis Head Start Program

To provide parents with information training and skills to advocate successfully for their child(ren) with disabilities.

To provide information and recommendation (with parental permission) from the Family Partnership Agreement to St. Louis City Public Schools.

St. Louis City Public Schools

To provide appropriate parent involvement activities and parent education to enhance their child's development for families whose children participate in St. Louis City Public Schools.

To review (with parental permission) the YWCA St. Louis Head Start, Family Partnership Agreement, when necessary.

Area of Collaboration

The YWCA St. Louis Head Start Program and the St. Louis City Public Schools must take every effort to assure that the parent(s) are present at the IEP meeting and are given an opportunity to participate. Head Start will assist with parent transportation when necessary to ensure parent participation at evaluation sessions and IEP meetings.

Related Services

YWCA St. Louis Head Start Program

By collaborating with other agencies, the YWCA St. Louis Head Start Program will ensure the provision of related services to children with disabilities as defined in the IEP.

St. Louis City Public Schools

To provide related services as specific for each child in compliance with the IEP as written by authorized representatives of St. Louis City Public Schools program

Area of Collaboration

The St. Louis City Public Schools shall assume responsibility for special education and related services for early childhood special education eligible children. Special education and related services provided by the St. Louis City Public Schools should be delivered at the YWCA St. Louis Head Start center whenever possible.

Staff Development

YWCA St. Louis Head Start Program

To schedule ongoing in-service training and technical support for staff, in order to increase their knowledge and skills in identifying and serving children with disabilities.

To invite the St. Louis City Public Schools staff to participate in training events and program visits.

To share training plans and resources with St. Louis City Public Schools.

To provide substitute teachers for Head Start staff to observe Head Start children.

St. Louis City Public Schools

To assess the needs of St. Louis City Public Schools staff in the planning and implementation of staff development activities for personnel working with children with disabilities.

To share training plans and resources with the St. Louis City Public Schools.

To provide training and technical assistance to Head Start staff for specific techniques and interventions being used with the children receiving services both St. Louis City Public Schools and Head Start.

Area of Collaboration

The St. Louis City Public Schools and the YWCA Head Start will share information including statewide training opportunities, newsletters, and other information as deemed appropriate.

Transition

YWCA St. Louis Head Start Program

To identify and contact the St. Louis City Public Schools staff in collaboration to develop a transition plan, when applicable for children with disabilities transferred from the YWCA Head Start Program to school age placement.

To arrange meetings when necessary with St. Louis City Public Schools personnel for the purpose of transition planning into Head Start and out of Head Start into school age placement.

To forward to the St. Louis City Public Schools child diagnostic team (with parental permission) copies of the child's diagnostic, health and education records.

To include the parent(s) in their child's transition process.

St. Louis City Public Schools

To develop and implement a system to assure that children with disabilities transitioning from the YWCA St. Louis Head Start placements to the St. Louis City Public Schools will do so with optimum services, care and consideration.

To meet with YWCA Disabilities Specialists when necessary for children with disabilities for the purpose of transition planning.

To review existing records (with parental permission) and determine the status of each suspected or identified child with a disability enrolled in the YWCA St. Louis Head Start and the need for additional information to assist in evaluation, IEP development and placement at age 5.

To include the parent(s) in their child's transition process.

Area of Collaboration

To develop a system to ensure transfer of information between agencies about children who will be transitioning from the YWCA St. Louis Head Program Start to St. Louis City Public Schools. This information should include health records, data on diagnosed disabilities, developmental status and social services received. In developing this system, administrators should keep in mind the requirements of disclosure contained in the Family Education Rights and Privacy Act of 1974 and the Education of the Handicapped Act.

Duration of Agreement

The duration of this contract is from the 1st day of August 2012 until the 31st day of July 2015.

Cancellation

This agreement is subject to termination upon thirty (30) days advanced, written notice by either party. In the event that the St. Louis City Public Schools-ECSE can no longer provide all or part of the stated services, then that part or the entire contract will be cancelled.

In-Kind Non-Federal Share

The St. Louis City Public Schools agrees to provide the YWCA Head Start Program with a statement for the purpose of in-kind reporting that reflects the yearly cost of services per student and the percentage of that cost that is Non-Federal.

Amendments

This contract is subject to amendment at any time, but only upon fully written consent and approval by both parties.

_____ Superintendent St. Louis City Public Schools	_____ Date
_____ Betty Robinson, Chief Program Officer/ Head Start Director	_____ Date
_____ Adrian Bracy, CEO YWCA of Metro St. Louis	_____ Date



BOARD RESOLUTION

Date: May 8, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Dr. Chip Jones, Assoc. Supt., Student Support Serv

Agenda Item: 06-17-12-14
Action: ☒

Action to be Approved:
Memorandum of Understanding
Previous Board Resolution # 06-30-11-63

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

SUBJECT: To approve the renewal of the Memorandum of Understanding with Urban League Head Start to provide the framework for the cooperative efforts between Urban League Head Start and SLPS. The program will be for the period of July 1, 2012 to June 30, 2013 and there will be no cost to the District.

BACKGROUND: The Urban League Head Start will help maximize the use of available local resources in providing special education and related services to young children and their families under federal IDEA guidelines.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1. D.

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

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

Department: Early Childhood

Requestor: Dr. Sheryl Davenport

Angela Banks, Budget Director

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

Enos Moss, CFO/Treasurer

Blake Youde, Dep. Supt., Institutional Advancement

Dr. Kelvin R. Adams, Superintendent

Memorandum of Understanding

Performance Standard(s)

Report

Agency: The Urban League Head Start

School: Early Childhood

From: Dr. Sheryl Davenport To: Paula Knight & Blake Youde

Performance Standard 1: The Urban League Head Start and SLPS shall obtain written consent of parents before disclosing personally identifiable information from the education records of a child. The written consent must be signed and dated by the parent giving consent. The use of a common release of information form is recommended.

Status: The common release of information has been used. As part of IDEA, SLPS maintains confidential files in locked cabinets with a signature page attached.

Performance Standard 2: Screening shall be a collaborative effort between the Urban League and SLPS and no duplication of services.

Status: The Urban League and SLPS have established procedures for screening that are not a duplication of services.

Performance Standard 3: Both programs require observation as part of the evaluation process.

Status: The Urban League has established procedures for evaluation teams to observe students in their centers as part of the process.

Performance Standard 4: The Urban League shall be included as the implementer of appropriate IEP goals. The parties will include the parent(s) in planning for their child's IEP.

Status: The Urban League and SLPS have developed procedures to ensure parents actively participate in developing and implementing IEP goals. Parents are notified in accordance with IDEA requirements to attend all meetings and as much as practicable, students may remain at the center site if appropriate per the IEP. The Head Start teacher may fulfill the required role of the regular education teacher in the child's IEP, if qualified to do so.

Performance Standard 5: SLPS and the Urban League will work collaboratively to ensure parental participation of the child's parent(s) is part of the evaluation and IEP process.

Status: The Urban League and SLPS have developed procedures to ensure parents actively participate in developing and implementing IEP goals. Parents and staff are notified in accordance with IDEA requirements to attend all meetings and as much as practicable, students may remain at the center site if appropriate per the IEP.

Submitted by: Sheryl Davenport, Ed. D.

Date: 4/30/2012

Reviewed by: Blake Youde

Date: _____

Recommendation:

☒ Continue

☐ Discontinue

Memorandum of Understanding
Involving
The St. Louis Public Schools
And
The Urban League Head Start
Concerning

Head Start and Early Childhood Special Education (Part B of IDEA)

Purpose

The purpose of this Memorandum of Understanding is to facilitate communication and coordination between the St. Louis Public Schools and the Urban League of Metropolitan St. Louis' Head Start Program (Urban League Head Start). This agreement is guided by the Head Start Program Performance Standards (45-CFR Parts-1301-1306, 1308), Individuals with Disabilities Education Act (IDEA), the State Regulations implementing Part B of the IDEA, Section 504 of the Rehabilitation Act of 1973; Americans with Disabilities Act (ADA) and Head Start Act 2007. This document is not intended to create any new binding requirements for the St. Louis Public Schools and the Urban League Head Start program. This document reflects current legislative and regulatory requirements as well as recommended practices. It is the expectation that the Urban League Head Start and the St. Louis Public Schools will use this document as a guide to create local collaboration responsive to the needs of the St. Louis community.

While this document addresses issues related to children with disabilities and their families, the participants in this agreement are committed to promoting integration of all early childhood programs and resources that address the needs of all young children in the City of St. Louis, MO. Examples include, but are not limited to: Missouri Preschool Project programs, Parents as Teachers, Even Start, Title I Preschools, Child Care Block Grant programs, Migrant and Homeless programs, etc.

Objectives

The objectives of this Memorandum of Understanding are:

- To provide a framework for the development of interagency agreements and cooperative efforts between the Urban League Head Start Program and the St. Louis Public Schools.
- To maximize the use of available local resources in providing special education programs and related services to young children with disabilities and their families in the City of St. Louis.
- To ensure coordination of services to children with disabilities served by the Urban League Head Start and the St. Louis Public Schools.
- To clarify roles and responsibilities of the St. Louis Public Schools (LEA), Urban League Head Start Program, and families.
- To provide information to St. Louis Public Schools' administrators and program staff in about Head Start's Performance Standards regarding services and responsibilities for children with disabilities.

- To provide information to Head Start administrators and program staff about LEA services and responsibilities for children with disabilities under IDEA, state law, and regulations.
- To provide opportunities for local Head Start program and LEA staff to discuss mutual accomplishments and concerns.
- To encourage and support collaboration among Head Start Programs and State agencies in the further development of high quality early childhood and parent education services citywide.

Agency Mandates

Urban League Head Start (HS)

To recruit and enroll children with disabilities in accordance with Head Start Performance Standard 1305.6(c) which states "At least 10 percent of the total number of enrollment opportunities in each grantee and each delegate agency during an enrollment year must be made available to children with disabilities..."

Local Education Agency (LEA)

To identify children with disabilities age birth to twenty-one and provide special education and related services to all children with disabilities ages 3 to 21 in compliance with IDEA, the Missouri State Regulations implementing Special Education, and the LEA Compliance Plan.

Confidentiality/Release of Information-Family Educational Rights and Privacy Act of 1974 (FERPA): School districts and Head Start programs shall obtain written consent of the parent before disclosing personally identifiable information from the education records of a child. The written consent must be signed and dated by the parent and shall include the following; a) a specification of the records to be disclosed, b) the purpose of the disclosure, and c) the party or parties to whom the disclosure may be made. Part B of IDEA provides for the parent's right to revoke consent at any time.

AGENCY RESPONSIBILITIES AND RECOMMENDED PRACTICES

IDENTIFICATION OF CHILDREN WITH DISABILITIES

Head Start

To screen all Head Start enrolled children with a developmental screen within 45 calendar days after the start of Head Start services. Screening provides information in the following areas:

- Visual/Motor
- Language
- Cognition
- Gross Motor/Body Awareness
- Social/Emotional
- Complete Physical Including:
 - a. Vision Testing
 - b. Hearing Testing

To share screening information with LEA staff for those children referred by the Urban League Head Start to LEA according to Head Start Performance Standards.

To review all previous screening and evaluation data when receiving referrals from LEA.

LEA

State law requires districts to annually assist in Child Find by publicizing the school's responsibility for providing special education for eligible children 3-21 and conducting an annual census of children birth to 21 suspected of having disability.

Every school district offers Parents as Teachers services, and one of the functions of Parents as Teachers is conducting screenings for children age one to five. Screening may be conducted earlier than age one if there is a developmental concern.

Upon obtaining parent permission, screening results for children referred by or enrolled in Head Start Program will be shared with Head Start staff.

Area of Collaboration
 Each agency will meet their responsibility for screening through a collaborative effort, not duplicating services, and sharing information with the parent/guardian written permission.

REFERRAL FOR EVALUATION

LEA

To inform parents of their rights (Procedural Safeguards) when their children are referred to ECSE for evaluation. The IDEA provides families with certain rights for obtaining and continuing services for children with disabilities. Procedural Safeguards cover the following areas:

- Written Notice and Consent
- Independent Educational Evaluation
- Access to Records
- Confidentiality of Information
- Destruction of Records
- Parent Participation
- Disciplinary Actions
- Limitation on Reimbursement for Private School Placement
- Due Process Procedures/Admin Hearing Rights
- Child Complaints
- Attorney's Fees

Urban League Head Start

To refer a child to the LEA for evaluation as soon as the need is evident, starting as early as the child's third birthday with written permission of the parent/guardian of the child.

To share screening information with LEA staff for those children referred by HS to LEA according to HS Performance Standards.

To provide HS staff with information regarding IDEA Procedural Safeguards.

To make available information about these procedural safeguards to local Head Start Programs.
 Obtain the parent's written consent for release of information and records for children enrolled in HS prior to initiation of the evaluation if Head Start's referral form does not cover this.

To review referral information form Head Start to determine if an evaluation is warranted.

To provide the parent/guardian with a notice of action refused when the LEA determines evaluation is not warranted.

Area of Collaboration

Data on instructional strategies and teacher's observation of the child's performance while in Head Start can be used by the LEA to assist with decisions related to evaluation. Head Start and the LEA will collaborate and establish referral procedures. Head Start can help the parent understand the special education process and help the parent make a referral. A common release of information form will be used which clearly indicates the parent's wishes to request an evaluation by the school district. The Urban League Head Start and LEA will collaborate to assist families in understanding IDEA Procedural Safeguards.

EVALUATION

Head Start

To ensure that a comprehensive multi-disciplinary evaluation is made available to all Head Start children suspected of having a disability.

To assist the family in obtaining the necessary services within the time frame specified in the Head Start regulations.

To share information and records with the local school district.

To participate with the local school district at the request of the family in the comprehensive assessment process. To assist the family in keeping evaluation appointments with the LEA.

LEA

With the input of the parent, to review existing information to determine if there is sufficient data to determine:
➤ Whether the child has a particular category of disability
➤ Present levels of performance and educational needs of the child
➤ Whether the child needs special education and related services

To provide notice of intent to evaluate prior to determining eligibility if no additional assessment is needed and to obtain written consent of the parent prior to conducting any necessary tests or other assessment instruments.

To conduct or obtain necessary assessments for all preschool children suspected of having a disability.

To notify the parent of the eligibility staffing early enough to ensure an opportunity to participate.

To involve the Urban League Head Start in the evaluation process including, but not limited to notifying Head Start of scheduled assessment dates, times and places,

reviewing evaluation information and records provided by Head Start, sharing evaluation information with parent's permission, and observing in the Urban League Head Start classroom.

Area of Collaboration

Observation may be a part of the evaluation process for the LEA. The Urban League Head Start site provides an appropriate environment for observation and possibly other assessments. The LEA will include Urban League Head Start in the eligibility staffing with the parent's permission.

ELIGIBILITY DETERMINATION

LEA

To write an evaluation report, synthesizing information about the child. Information from Head Start, the parent, and other outside sources will be considered by the LEA evaluation team for possible inclusion in the evaluation report. This report will specify the child's eligibility or ineligibility for early childhood special education services. Eligibility is based on criteria referenced in Missouri's State Plan for Part B of the Individuals with Disabilities Education Act.

To include the parent, and with parent's consent, invite Urban League Head start to participate in the meeting to determine eligibility.

For those children enrolled in Head Start, with parent consent, to notify Head Start in writing of eligibility determination by providing them a copy of the child's evaluation report.

To inform the family of differences in Head Start and LEA eligibility criteria for services.

Head Start
To participate in the LEA's eligibility staffing for those children enrolled in the Urban League Head Start program.

To schedule an IEP meeting and provide notification to the parent of this meeting when the child is determined eligible for early childhood special education. The parent shall be notified that they and the district may invite other people with knowledge or special expertise about their child to the meeting.

Area of Collaboration

Head Start and LEA staff should be cross-trained so they understand their respective eligibility requirements and can explain the differences to families. Head Start and the LEA will work collaboratively to help ensure that the parents attend the eligibility staffing.

INDIVIDUALIZED EDUCATION PROGRAM (IEP)

Head Start

To participate with the parents in the IEP process for children who have been referred to and evaluated by the LEA, or children whose services may be shared by the LEA and Urban League Head Start.

When an LEA IEP is developed and the child is in Head Start, appropriate goals and objectives/benchmarks will be implemented in Head Start daily activities. Head Start will document the progress and share this information with the LEA.

LEA
With parental consent, the LEA will invite Head Start staff to participate in IEP meetings for ECSE eligible children who are enrolled in Head Start.

To develop with the IEP team an IEP for each child who meets the eligibility criteria as established by Missouri State Regulations for Part B of IDEA. For children enrolled in Head Start, information received from Head Start shall be reviewed by the IEP team for possible inclusion in the child's IEP, and for all subsequent reviews.

To provide a copy of the IEP to the parent.

With parental consent to share with Head Start a copy of the IEP developed by the LEA.

To document and share progress on goals and objectives/benchmarks with Head Start on children enrolled in Head Start and self-contained Early Childhood programs.

Area of Collaboration

The child's family is a required member of the IEP team under IDEA and Head Start Performance Standards. Head Start and the LEA will include the family in planning for their child's IEP. The information contributed by the family will be instrumental in developing goals and objectives for the child and in determining the most appropriate placement in which those services can be delivered. LEAs are responsible for implementation of the IEP for children eligible under the Missouri State Regulations implementing Part B, and any revisions to the document are the responsibilities of the LEA IEP team.

The LEA and Head Start will work collaboratively implementing the IEP and documenting the progress on goals/benchmarks of the IEP. LEA special education and related services staff will provide direct services to the child and/or consultation to Head Start as determined by the IEP team to implement strategies which will help the child meet the goals and objectives/benchmarks.

The Head Start teacher may fulfill the required role of regular education teacher in the child's IEP.

PLACEMENT

Head Start

The Head Start Performance Standards [45CFR § 1308.5 (c)] state that: "A grantee must not deny placement on the basis of a disability or its severity to any child when:

- 1) The family wishes to enroll the child,
- 2) The child meets the Head Start age and income eligibility criteria,
- 3) Head Start is an appropriate placement according to the child's IEP, and
- 4) The program has space to enroll more children, even though the program has made ten percent of its enrollment opportunities available to children with disabilities. In that case, children who have a disability and non-disabled children would compete for the available enrollment opportunities."

Areas of Collaboration

When enrollment in the Urban League Head Start program is being considered for a child with disabilities, consultation between the LEA representative and the Urban League Head Start program representative will take place to discuss if the Head Start program is appropriate and a funded slot is available. Special education and related services provided by the LEA should be delivered at the Head Start site whenever appropriate. To include the Urban League Head Start Center located at 8964 Jennings Station Road which is less than .5 miles from the city limit. The Urban League Head Start Program will provide appropriate accommodation for LEA staff at this facility as required.

LEA

To provide special education and related services based on the IEP goals and objectives/benchmarks in the least restrictive environment (LRE) to children who meet the ECSE eligibility criteria for special education services. As part of the IEP team, parents participate in placement decisions.

To consider delivering services in an early childhood setting, designed primarily for children without disabilities i.e. Head Start.

To obtain written consent of the parent prior to initial placement and provision of service.

FAMILY INVOLVEMENT

Head Start

To provide families with information, training and skills to advocate successfully for their child with disabilities.

Urban League Head Start will share with parent information about parent educational opportunities in the community.

Area of Collaboration

The Urban League Head Start and the LEA will collaborate to make certain that the family is present at IEP meetings and is given an opportunity to participate. LEA will share information with the Urban League Head Start regarding parent education opportunities that their families could participate in.

LEA

To report to parents on the child's progress toward achieving annual goals at least as frequently as for children without disabilities in the school.

STAFF DEVELOPMENT

Head Start

To schedule ongoing in-service training and technical support for staff, in order to increase their knowledge and skills in identifying and successfully integrating children with disabilities.

LEA

To assess the needs of LEA staff in the planning and implementation of staff development activities for personnel working with children with disabilities.

Area of Collaboration

The Urban League Head Start and the LEA will work together to develop a plan for training opportunities to meet their mutual needs. They will share information i.e. Center for Innovations in Special Education (CISE) Newsletter, National Head Start Bulletin, Quality Improvement Center for Disability resources, and statewide training opportunities.

TRANSITION

Head Start

To develop and implement a system to ensure smooth and effective transitions from Head Start to LEA services.

LEA

To meet with the Head Start staff for the purpose of transition planning for kindergarten eligible children.

To develop and implement a system to ensure smooth transitions from Head Start to LEA services.

Area of Collaboration

Urban League Head Start and the LEA will develop a system to ensure transfer of information between agencies about children who will be leaving Head Start. This information should include, but is not limited to, health records, data on diagnosed disabilities, developmental status, and social services received. The Urban League Head Start and LEA will also work together to develop a plan for ensuring uninterrupted services and access to needed services.

Urban League Head Start and the LEA will establish and maintain ongoing channels of communication between administration and staff to support the following transitioning activities:

1. Organizing and participating in joint transition related training for school staff and Head Start staff;
2. Head Start parent training that includes educational and developmental needs of children and parent advocacy;
3. Head Start parent training and activities that provides an understanding the instructional services provided by the LEA.

DATA

Head Start

To report to the Administration for Children, Youth and Families (ACYF) the number of children with disabilities served on the annual Program Information Report (PIR). By December 1 of each year, Head Start will report to the LEA the number of children under a LEA IEP, not Head Start only IEP. Head Start will provide additional information when requested to assist the LEA in their planning.

LEA

To complete required state and federal reports.

Head Start
Urban League Head Start is committed to fiscal support to ensure that services needed by children with disabilities will be provided in full, either directly or by a combination of Head Start funds and other resources.

FISCAL

LEA
Under IDEA, the LEA is responsible for ensuring the identification, evaluation, and provision of a free appropriate public education for all children ages 3-21 found to be in need of special education and related services.

The LEA is responsible for ensuring that these services are provided, in accordance with the provisions of the IEP but may not be required to pay for these services.

The LEA is responsible for ensuring that these services are provided, in accordance with the provisions of the IEP but may not be required to pay for these services in every situation.

The LEA will complete all required paperwork related to the LEA ECSE budget and other data reports to obtain funding for appropriate special education and related services for children eligible for ECSE.

Area of Collaboration

LEA and the Urban League Head Start are encouraged to share resources to ensure that eligible children receive appropriate services. In some cases Head Start may be able to assist with related services, such as transportation, paraprofessional support, etc. Specific fiscal responsibilities between the LEA and Head Start should be discussed as part of the process of developing the local agreement.

REVIEW OF ADDENDIUM INFORMATION

Unless representatives of the Urban League Head Start and the St. Louis Public Schools notify the other party that there is a need for revisions, or the desire to end the agreement, this agreement will be automatically renewed, as written, on an annual basis. Notification shall be provided at least 30 days prior to the annual renewal date, in the event of a proposed revision or cancellation.

Hazel Mallory *4/26/12*
Hazel Mallory Date
Director
Urban League Head Start

Paula Knight Date
Associate Superintendent
Elementary School of
St. Louis Public Schools

James A. Smith *4/26/12*
James A. Smith Date
Disabilities/Mental Health Coordinator
Urban League Head Start

Sheryl Davenport, Ed. D. Date
Executive Director
Early Childhood/Early Childhood Special
Education
St. Louis Public Schools

Kelvin Adams, PhD. Date
Superintendent of
St. Louis Public Schools



BOARD RESOLUTION

Date: May 8, 2012

To: Dr. Kelvin R. Adams, Superintendent

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

Agenda Item : 06-07-12-15

Action: ☒

Action to be Approved:

Memorandum of Understanding

Previous Board Resolution # 06-30-11-64

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

SUBJECT: To approve the renewal of the Memorandum of Understanding with the Grace Hill Head Start Program to provide the framework for the cooperative efforts between Grace Hill Head Start and SLPS. The program will be for the period of July 1, 2012 to June 30, 2013 and there will be no cost to the District.

BACKGROUND: The Grace Hill Head Start will help maximize the use of available local resources in providing special education and related services to young children and their families as part of federal IDEA guidelines.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1. D.

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

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

Department: Early Childhood Spec

Requestor: Dr. Sheryl Davenport


Angela Banks, Budget Director

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


Enos Moss, CFO/Treasurer

Blake Youde, Dep. Supt., Institutional Advancement


Dr. Kelvin R. Adams, Superintendent

Memorandum of Understanding

Performance Standard(s)

Report

Agency: Grace Hill Head Start

School: Early Childhood

From: Dr. Sheryl Davenport To: Paula Knight & Blake Youde

Performance Standard 1: Grace Hill Head Start and SLPS shall obtain written consent of parents before disclosing personally identifiable information from the education records of a child. The written consent must be signed and dated by the parent giving consent. The use of a common release of information form is recommended.

Status: The common release of information has been used. As part of IDEA, SLPS maintains confidential files in locked cabinets with a signature page attached.

Performance Standard 2: Screening shall be a collaborative effort between Grace Hill Head Start and SLPS and no duplication of services.

Status: Grace Hill Head Start and SLPS have established procedures for screening that are not a duplication of services.

Performance Standard 3: Both programs require observation as part of the evaluation process.

Status: Grace Hill Head Start has established procedures for evaluation teams to observe students in their centers as part of the process.

Performance Standard 4: Grace Hill Head Start shall be included as the implementer of appropriate IEP goals. The parties will include the parent(s) in planning for their child's IEP.

Status: Grace Hill Head Start and SLPS have developed procedures to ensure parents actively participate in developing and implementing IEP goals. Parents are notified in accordance with IDEA requirements to attend all meetings and as much as practicable, students may remain at the center site if appropriate per the IEP. The Head Start teacher may fulfill the required role of the regular education teacher in the child's IEP, if qualified to do so.

Performance Standard 5: SLPS and Grace Hill Head Start will work collaboratively to ensure parental participation of the child's parent(s) is part of the evaluation and IEP process.

Status: Grace Hill Head Start and SLPS have developed procedures to ensure parents actively participate in developing and implementing IEP goals. Parents and staff are notified in accordance with IDEA requirements to attend all meetings and as much as practicable, students may remain at the center site if appropriate per the IEP.

Submitted by: Sheryl Davenport, Ed. D.

Date: 4/30/2012

Reviewed by: Blake Youde

Date: _____

Recommendation:

X Continue

☐ Discontinue

**Memorandum of Understanding
Involving
The St. Louis Public Schools – Early Childhood Education
And
Grace Hill Settlement House Head Start Program**

Purpose

The purpose of this Memorandum of Understanding is to facilitate communication and coordination between the St. Louis Public Schools – Early Childhood Education, in cooperation with Grace Hill Head Start. For the purpose of this agreement- Grace Hill Head Start includes Grace Hill Head Start partner and delegate agencies. This agreement is guided by the Head Start Program Performance Standards (45-CFR-1301-1306, 1308) and Public Law 110-134 “Improving Head Start for School Readiness Act of 2007”. This document is not intended to create any new binding requirements for St. Louis Public Schools and/or Grace Hill Head Start. This document reflects current legislative and regulatory requirements as well as recommended practices. It is the expectation that Grace Hill Head Start and St. Louis Public School will use this document as a guide to create local collaborative agreements responsive to the needs of the St. Louis community.

While this document addresses issues related to children with disabilities and their families, the participants in this agreement are committed to promoting integration of all early childhood programs through enhancing awareness of and coordination with programs and resources that address needs of all young children in St. Louis. Examples include but are not limited to: Missouri Preschool Project programs, Parents As Teachers, Even Start, Title I Preschools, Child Care Block Grant programs, Migrant and Homeless programs, etc.

Objectives

The objectives of this Memorandum of Understanding are:

- To provide a framework for the development of interagency agreements supporting cooperative efforts between Grace Hill Head Start and the St. Louis Public Schools.
- To maximize the use of available local resources in providing special education programs and related services to young children with disabilities and their families in St. Louis.
- To ensure coordination of services to children with disabilities served by Grace Hill Head Start and the St. Louis Public Schools.
- To clarify roles and responsibilities of the St. Louis Public Schools, Grace Hill Head Start and families.
- To provide information to public school administrators and program staff in St. Louis Public Schools about Head Start's Performance Standards regarding services and responsibilities for children with disabilities.
- To provide information to Grace Hill Head Start administrators and program staff about St. Louis Public Schools services and responsibilities for children with disabilities under IDEA, state law, and regulations.
- To provide opportunities for Grace Hill Head Start and St. Louis Public Schools staff to discuss mutual accomplishments and concerns.
- To encourage and support collaboration among Grace Hill Head Start, St. Louis Public Schools, and state agencies in the further development of high quality early childhood and family education services statewide.

AGENCY MANDATES

Grace Hill Head Start (GHHS)

To recruit and enroll children with disabilities in accordance with Head Start Performance Standard 1305.6 (c) which states "At least 10 percent of the total enrollment in each grantee and each delegate agency during an enrollment year must children with disabilities..."

To identify children with disabilities age birth to twenty-one and provide special education and related services to all children with disabilities ages 3 to 21 in compliance with IDEA, the Missouri State Regulations implementing Special Education, and the St. Louis Public Schools Compliance Plan.

St. Louis Public Schools

Confidentiality/Release of Information-Family Educational Rights and Privacy Act of 1974 (FERPA): School districts and Head Start programs shall obtain written consent of the parent before disclosing personally identifiable information from the education records of a child. The written consent must be signed and dated by the parent and shall include the following; a) a specification of the records to be disclosed, b) *the* purpose of the disclosure, and c) the party or parties to whom the disclosure may be made. Part B of IDEA provides for the parent's right to revoke consent at any time.

AGENCY RESPONSIBILITIES AND RECOMMENDED PRACTICES
IDENTIFICATION OF CHILDREN WITH DISABILITIES

Grace Hill Head Start

To screen all Grace Hill Head Start enrolled children with a developmental screen within 45 calendar days after the start of Grace Hill Head Start services. Screening provides information in the following areas:

- Language
- Cognition
- Gross motor/body awareness
- Social/emotional
- Complete physical including:
- Vision testing
- Hearing testing

To share screening information with St. Louis Public School staff for those children referred by Grace Hill Head Start to St. Louis Public Schools according to Head Start Performance Standards.

To review all previous screening and evaluation data when receiving referrals from St. Louis Public Schools.

Area of Collaboration

Each agency will meet their responsibility for screening through a collaborative effort, not duplicating services, and sharing information with the parent/guardian's written permission.

St. Louis Public Schools

State law requires districts to annually assist in Child Find by publicizing the school's responsibility for providing special education for eligible children 3-21 and conducting an annual census of children birth to 21 suspected of having disability.

St. Louis Public Schools offers Parents as Teachers services, and one of the functions of Parents as Teachers is conducting screenings for children age's three to five who are enrolled in Grace Hill Head Start at a Head Start/St. Louis Public School collaboration site.

With parent's permission, to provide to Grace Hill Head Start any available screening results for children referred by or enrolled in Grace Hill Head Start programs.

REFERRAL FOR EVALUATION

St. Louis Public Schools

To inform parents of their rights (Procedural Safeguards) when their children are referred to ECSE for evaluation. The IDEA provides families with certain rights for obtaining and continuing services for children with disabilities. Procedural Safeguards cover the following areas:

Written notice and consent
Independent educational
evaluation
Access to records
Confidentiality of information
Destruction of records
Parent participation
To make available information about these procedural safeguards to Grace Hill
Head Start.
Obtain the parent's written consent for release of information and records for
children enrolled in GHHS prior to initiation of the evaluation..
To review referral information from Grace Hill Head Start to determine if an
evaluation is warranted.
To provide the parent/guardian with a notice of action refused when the
St. Louis Public Schools determines evaluation is not warranted.

Grace Hill Head Start

To refer a child to the St. Louis Public Schools
for evaluation as soon as the need is evident,
starting as early as the child's third birthday with
written permission of the parent/guardian of the
child.

To share screening information with St. Louis
Public Schools staff for those children referred
by GHHS to SLPS according to HS Performance
Standards.

To provide GHHS staff with information
regarding IDEA Procedural Safeguards.

Area of collaboration

Data on instructional strategies and teacher's observation of the child's performance while in Head Start can be used by the St. Louis
Public Schools to assist with decisions related to evaluation. GHHS and the St. Louis Public Schools will continue to collaborate and
use established referral procedures. Grace Hill Head Start can help the parent understand the special education process and help the
parent make a referral. The use of a common release of information form is recommended.. GHHS and St. Louis Public Schools will
continue to collaborate to assist families in understanding IDEA Procedural Safeguards.

EVALUATION

Grace Hill Head Start

To ensure that a comprehensive multi-disciplinary evaluation is made available to all Grace Hill Head Start children suspected of having a disability.

To share information and records with the St. Louis Public Schools.

To participate with the St. Louis Public Schools at the request of the family in the comprehensive assessment process.

To assist the family in keeping evaluation appointments with the St. Louis Public Schools.

St. Louis Public Schools
With the input of the parent, to review existing information to determine if there is sufficient data to determine:

- Whether the child has a particular category of disability
- Present levels of performance and educational needs of the child
- Whether the child needs special education and related services

To provide enough notice of intent to evaluate prior to determining eligibility if no additional assessment is needed and to obtain written consent of the parent prior to conducting any necessary tests or other assessment instruments.

To conduct or obtain necessary assessments for all preschool children suspected of having a disability.

To notify the parent of the eligibility staffing early enough to ensure an opportunity to participate.

To involve Grace Hill Head Start in the evaluation process including, but not limited to notifying Grace Hill Head Start of scheduled assessment dates, times and places, reviewing evaluation information and records provided by Grace Hill Head Start, sharing evaluation information with parent's permission, and observing in the Grace Hill Head Start classroom.

Area of Collaboration

Observation may be a part of the evaluation process for the St. Louis Public Schools. The Grace Hill Head Start site provides an appropriate environment for observation and possibly other assessments. The St. Louis Public Schools will include Grace Hill Head Start in the eligibility staffing with the parent's permission.

ELIGIBILITY DETERMINATION

St. Louis Public Schools

To write an evaluation report, synthesizing information about the child. Information from Grace Hill Head Start, the parent, and other outside sources will be considered by the St. Louis Public Schools evaluation team for possible inclusion in the evaluation report. This report will specify the child's eligibility or ineligibility for early childhood special education services. Eligibility is based on criteria referenced in Missouri's State Plan for Part B of the Individuals with Disabilities Education Act.

To include the parent, and with parent's consent, invite Grace Hill Head Start to participate in the meeting to determine eligibility.

For those children enrolled in Grace Hill Head Start, to notify Grace Hill Head Start, with parental consent, in writing of eligibility determination by providing them a copy of the child's evaluation report.

To schedule an IEP meeting and provide notification to the parent of this meeting when the child is determined eligible for early childhood special education. The parent shall be notified that they and the district may invite other people with knowledge or special expertise about their child to the meeting.

To participate, with parental permission, in the St. Louis Public Schools eligibility staffing for those children enrolled in the Grace Hill Head Start program, with

Grace Hill Head Start

When the parent has received a notice of action refused because the St. Louis Public Schools does not plan to evaluate, Grace Hill Head Start may convene a multi-disciplinary team, including the family, for an evaluation. A St. Louis Public Schools representative will be invited to participate. This team studies the results of the Grace Hill Head Start evaluations and determines that the child is or is not in need of special education/related services. A child whom Grace Hill Head Start determines is in need of special education/related services is designated as a child with a disability under Grace Hill Head Start regulations and appropriate services are provided.

To inform the family of differences in Grace Hill Head Start and St. Louis Public Schools eligibility criteria for services.

Area of Collaboration

Grace Hill Head Start and St. Louis Public Schools staff should be cross-trained so they understand their respective eligibility requirements and can explain the differences to families. Grace Hill Head Start and the St. Louis Public Schools should work collaboratively to help ensure that the parents attend the eligibility staffing.

INDIVIDUALIZED EDUCATION PROGRAM

Grace Hill Head Start

To participate with the parents in the IEP process for children who have been referred to and evaluated by the St. Louis Public Schools, or children whose services may be shared by the St. Louis Public Schools and Grace Hill Head Start.

When a St. Louis Public Schools IEP is developed and the child is enrolled in Grace Hill Head Start, appropriate goals and objectives/benchmarks will be implemented in Grace Hill Head Start daily activities.

With parental consent, the St. Louis Public Schools will invite Grace Hill Head Start staff to participate in IEP meetings for ECSE, eligible children who are enrolled in Grace Hill Head Start. To develop with the IEP team an IEP for each child who meets the eligibility criteria as established by Missouri State Regulations for Part B of IDEA. For children enrolled in Grace Hill Head Start, information received from Grace Hill Head Start shall be reviewed by the IEP team for possible inclusion in the child's IEP, and for all subsequent reviews.

To provide a copy of the IEP to the parent.

With parental consent, to share with Grace Hill Head Start a copy of the IEP developed by the St. Louis Public Schools.

The child's family is a required member of the IEP team under IDEA and Head Start Performance Standards. Grace Hill Head Start and the St. Louis Public Schools will include the family in planning for their child's IEP. The information contributed by the family will be instrumental in developing goals and objectives for the child and in determining the most appropriate placement in which those services can be delivered. St. Louis Public Schools is responsible for implementation of the IEP for children eligible under the Missouri State Regulations implementing Part B, and any revisions to the document are the responsibilities of the St. Louis Public Schools IEP team. Grace Hill Head Start is not required to develop a separate IEP. Effective collaboration will alleviate the need for two IEPs for children who are dually enrolled.

The St. Louis Public Schools and Grace Hill Head Start will work collaboratively implementing the IEP and documenting the progress on goals/objectives/benchmarks of the IEP. St. Louis Public Schools special education and related services staff will provide direct services to the child and/or consultation to GHHS as determined by the IEP team to implement strategies which will help the child meet the goals and objectives/benchmarks.

The Grace Hill Head Start teacher may fulfill the required role of regular education teacher in the child's IEP.

PLACEMENT

Grace Hill Head Start

The Head Start Performance Standards [1308.5 (c)] state that: "A grantee must not deny placement on the basis of a disability or its severity to any child when:

- 1) The family wishes to enroll the child,
- 2) The child meets the Head Start age and income eligibility criteria,
- 3) Head Start is an appropriate placement according to the child's IEP, and
- 4) The program has space to enroll more children, even though the program met the mandate to serve children with disabilities. In that case, children who have a disability and non-disabled children would compete for the available enrollment opportunities."

St. Louis Public Schools

To provide special education and related services based on the IEP goals and objectives/benchmarks in the least restrictive environment (LRE) to children who meet the ECSE eligibility criteria for special education services. As part of the IEP team, parents participate in placement decisions.

To consider delivering services in an early childhood setting, designed primarily for children without disabilities. e.g. Grace Hill Head Start.

To obtain written consent of the parent prior to initial placement and provision of services.

Areas of Collaboration

When enrollment in a Grace Hill Head Start program is being considered for a child with disabilities, consultation between the St. Louis Public Schools representative and the Grace Hill Head Start representative will take place to discuss if the Grace Hill Head Start program is appropriate and that a funded slot is available. Special education and related services provided by the St. Louis Public Schools should be delivered at the Grace Hill Head Start site whenever appropriate.

FAMILY INVOLVEMENT

Grace Hill Head Start

To provide families with information, training and skills to advocate successfully for their child with disabilities.

Grace Hill Head Start will share with parents, information about parent educational opportunities in the community.

Area of Collaboration

Grace Hill Head Start and the St. Louis Public Schools should collaborate to make certain that the family is present at the IEP meetings and is given an opportunity to participate. St. Louis Public Schools should share information with GHHS regarding parent education opportunities their families could participate in.

STAFF DEVELOPMENT

Grace Hill Head Start

To schedule ongoing in-service training and technical support for staff, in order to increase their knowledge and skills in identifying and successfully integrating children with disabilities.

To assess the needs of St. Louis Public Schools staff in the planning and implementation of staff development activities for personnel working with children with disabilities.

St. Louis Public Schools

Area of Collaboration
Grace Hill Head Start and the St. Louis Public Schools will continue to work together to implement a plan for training opportunities to meet their mutual needs. They will share information including: Center for Innovations in Special Education (CISE) Newsletter and statewide training opportunities.

Grace Hill Head Start and the St. Louis Public Schools will reciprocally invite the other to provide training in areas of expertise, to participate in training events and program visits and share training plans and resources.

TRANSITION

Grace Hill Head Start

To meet with the St. Louis Public Schools staff for the purpose of transition planning for children with disabilities.

To develop and implement a system to ensure smooth transitions from Grace Hill Head Start to St. Louis Public Schools

St. Louis Public Schools

To meet with the Grace Hill Head Start staff for the purpose of transition planning for children with disabilities.

To develop and implement a system to ensure smooth and effective transitions from Grace Hill Head Start to St. Louis Public Schools services.

Area of Collaboration
Grace Hill Head Start and the St. Louis Public Schools will continue to implement a system to ensure transfer of information between agencies about children , with parental permission, who will be leaving Grace Hill Head Start. This information should include, but is not limited to, health records, data on diagnosed disabilities, developmental status, and social services received. Grace Hill Head Start and St. Louis Public Schools will also work together to implement a plan for ensuring uninterrupted services and access to needed services.

DATA

Grace Hill Head Start

To report to the Administration for Children, Youth and Families (ACYF) the Number of children with disabilities served on the annual Program Information Report (PIR).

Grace Hill Head Start will provide additional information when requested to assist the St. Louis Public Schools in their planning.

St. Louis Public Schools

To complete required state and federal reports
To provide Grace Hill Head Start with the necessary documentation for SLPS Head Start children to complete the PIR accurately.

FISCAL

Grace Hill Head Start

Grace Hill Head Start is committed to fiscal support to ensure that services needed by children with disabilities will be provided in full, either directly or by a combination of Grace Hill Head Start funds and other resources.

St. Louis Public Schools

Under IDEA, the St. Louis Public Schools is responsible for ensuring the identification, evaluation and provision of a free appropriate public education for all children ages 3-21 found to be in need of special education and related services.

The St. Louis Public Schools is responsible for ensuring that these services are provided, in accordance with the provisions of the IEP but may not be required to pay for these services in every situation.

The St. Louis Public Schools will complete all required paperwork related to the St. Louis Public Schools ECSE budget and other data reports to obtain funding for appropriate special education and related services for children eligible for ECSE.

Area of Collaboration

St. Louis Public Schools and Grace Hill Head Start are encouraged to share resources to ensure that eligible children receive appropriate services. In some cases Grace Hill Head Start is able to assist with related services, such as transportation, paraprofessional support, etc. Specific fiscal responsibilities between the St. Louis Public Schools and Grace Hill Head Start should be discussed as part of the process of developing local agreements.

Review of Agreement

"Unless representatives of Department of Early Special Education and Head Start notify the other party that there is a need for revisions, or of the desire to end the agreement, this agreement will be automatically renewed, as written, on an annual basis. Notification shall be provided at least 30 days prior to the annual renewal date, in the event of a proposed revision or cancellation."

Name	Date
President/CEO Grace Hill Settlement House	

Name	Date
Superintendent St. Louis Public Schools	

Name	Date
Director Grace Hill Head Start	

Name	Date
Executive Director Early Childhood/ Early Childhood Special Education St. Louis Public Schools	

Name	Date
Chief Academic Office St. Louis Public Schools	

Name	Date
Associate Superintendent for Student Support Services St. Louis Public Schools	



BOARD RESOLUTION

Date: May 8, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Nahed Chapman, Exec. Dir., ESOL

Agenda Item : 06-07-12-16

Action: ☒

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

SUBJECT: To approve the purchase of fifty document cameras (ELMO Model ##TT-12) from Troxell Communications, Inc. The cost of the cameras is not to exceed \$28,700.00.

BACKGROUND: Purchase of durable document cameras for the participants of the Math Success for English Language Learners (ELLs) Math Science Partnership (MSP) will support MSP goals, by providing participants with a technological tool that promotes the acquisition of MSP Professional Development (PD) content, often modeled by MSP PD presenters to enhance math instruction, primarily by building background for students and by making new math learning more comprehensible. It will promote participants as math leaders in their schools and support the creation of school communities who share a common knowledge of ELL-appropriate math instructional practices, by allowing participants to share these strategies with their grade-level cohorts and school faculties, in general. Success will be measured through MSP participant surveys and assessments, as well as through ELL student MAP math achievement .

Accountability Plan Goals: Goal I: Student Performance

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

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

Fund Source: 838-VU-292-1152-6411	Non-GOB	Requisition #: 10129405
Amount: \$28,700.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$28,700.00	☐ Pending Funding Availability	Vendor #: 600002796

Department: ESOL Program

Requestor: Nahed Chapman

Nahed Chapman
 Nahed Chapman, Exec. Dir., ESOL

5/10/2012
 Dr. Nicole Williams, Dep. Supt., Academics

Angela Banks

Angela Banks, Budget Director

Enos Moss
 Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Joseph Jones

Joseph Jones

Revised 07/06/2011

Reviewed By: _____

Reviewed By: _____

Reviewed By: _____



COMMUNICATIONS, INC.
Audio•Video•Sales•Design•Service•Installation
790 SW US 40 Hwy
#312
Blue Springs, MO 64015

Phone (816)220-1441
Fax (816)220-1432

Nadina Robinson
St. Louis Public Schools
1530 S. Grand Blvd

St. Louis, MO 63104

Dear Nadina,

I am pleased to quote on the following items:

Quote Q560210952
Date 03/05/12
Terms Net 30
FOB Destination
Cust. #
Expires 04/05/12

Item	Quantity	Unit Price	Ext. Price
1 ELM ELMTT12 DOCUMENT CAMERA	50	574.00	28700.00

Thank You.

Renee Benson
Account Executive

28700.00

RE: ELMO USA Contact Form - 11224

Ed Holmwood [eholmwood@elmousa.com]

Sent: Monday, April 23, 2012 9:02 AM

To: robinson, nadina

Nadina, I understand your request. Troxell Communications is one of the longest standing Elmo resellers in the US. Troxell is also our largest independent volume reseller and provides its customers with professional service and very competitive pricing. Because Troxell Communications is number one with Elmo they stock our products and can fulfill orders and deliver quickly. I am confident that Troxell will handle this transaction to everyone's satisfaction. Thank you.

Ed Holmwood

Regional Sales Manager, Midwest-Northeast

ELMO

Classroom Solutions

ELMO USA Corp.

NY HQ: 800-947-3566

Chicago Office: 630-445-5474

Cell: 630-841-5760

Visit us at www.elmousa.com or www.elmoglobal.com/en/index.aspx



Please consider the environment before printing this e-mail.

for tips, tricks and ideas...



Find us on
Facebook

Smart Classroom Technology :: Courtroom :: Boardroom :: Churches :: The Presentation Experts :: Toll Free (888) 775.0651

HOME SITE MAP DOCUMENT CAMERAS PROJECTORS VIDEO SCALERS LAMPS CABLES SMART CLASSROOM SCREENS AUDIO

Shopping Cart

Product	Qty.	Price	Total
ELMO T1 12 document camera	50	\$ 610.00	\$ 30,500.00
Sub Total			\$ 30,500.00

To remove an item from your cart, check the "x" button next to that item.
To change the quantity of an item, enter the new quantity in the box next to that item, and select update totals.

FREE!

Ground Shipping on all items over \$398.00

*Federal services available in most states at additional cost

Classroom Deluxe
PRO-T112X12
PROJECTOR • DOC CAM

ELMO
T112

AND

EPSON
T112

COMBO PRICE \$1050.00
CLICK HERE FOR DETAILS

Spring Sale, Free Shipping



ELMO TT-12
TEACHERS TOOL

(New!) The
Classrooms most popular
document camera just got
even better!

Elmo TT-12 document camera : High resolution output and HDMI

IN STOCK WITH
FREE SHIPPING AND
ON SALE NOW!

Looking to put 10+ in your classroom? Click here and request bulk pricing for your school!

FREE!
Ground Shipping on all
Items over \$398.00



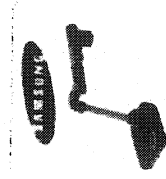
****Faster service available
in most areas at additional cost**



**PRO-CLASSROOM/
COURTROOM CART**
Only \$349.00!!

1 2 3 4 5 6

7



**Samsung
SANCAM 850**

SAMSUNG SDP-860
(SAM-CAM)

Samsung SDP-860

Samsung SDP-860

document camera : Perfect
for the classroom or anywhere
image quality is critical!

**IN STOCK WITH FREE
SHIPPING ON SALE NOW!**



BOARD RESOLUTION

Date: May 8, 2012
To: Dr. Kelvin R. Adams, Superintendent
From: Nahed Chapman, Exec. Dir., ESOL

Agenda Item : 06-07-12-17
Action: ☒

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a purchase of CSD Discovery Education Streaming licenses from Cooperating School Districts. The licenses for seven schools are for the period July 1, 2012 to Sept. 30, 2013 and the cost will not exceed \$6,265.00.

BACKGROUND: Discovery Education streaming is used to introduce and enhance mathematics instruction, primarily by building background for students and by making new math learning more comprehensible, key components of the professional development (PD) provided to participants of the Math Success for ELLs Math-Science Partnership (MSP). These teacher participants are receiving training in the use of digital streaming in the classroom, specifically targeting mathematics, and aligned with other MSP technology PD. The purpose is to extend the ability of teachers to effectively provide math instruction to their English Language Learners (ELLs), as measured annually through both students' MAP performance and MSP participant surveys and assessments.

Accountability Plan Goals: Goal I: Student Performance

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

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

Fund Source: 838-VU-292-1152-6411	Non-GOB	Requisition #: 10129406
Amount: \$6,265.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$6,265.00	☐ Pending Funding Availability	Vendor #: 600001292

Department: ESOL Program

Requestor: Nahed Chapman


 Nahed Chapman, Exec. Dir., ESOL

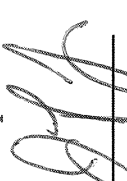

 Angela Banks, Budget Director


 Enos Moss, CFO/Treasurer


 Dr. Nicole Williams, Dep. Supt., Academics


 Dr. Kelvin R. Adams, Superintendent

Joseph Jones


 Reviewed By: _____

Revised 07/06/2011

Reviewed By: _____



St. Louis Public (City)
801 N. 11th Street
St. Louis, MO, 63101
Attn: Nadina Robinson / Hazel Irving

Below is your CSD Discovery Streaming price quote. The quote contains all the pertinent data we have in our files for billing the Discovery Education Streaming service for the period of July 1, 2012 through June 30, 2013. The cost is broken down by K-8 vs. H.S. and on student count greater than or less than 225. We went to the Missouri School Directory online 2011-2012 for this information.

St. Louis Public (City)	# of sites	# of Students	CSD Price	Discovery List Price	Savings
Buder Elem	1	327	895.00	1,570.00	675.00
Dewey Elem	1	426	895.00	1,570.00	675.00
Mann Elem	1	207	895.00	1,570.00	675.00
Oak Hill Elem	1	368	895.00	1,570.00	675.00
Woerner Elem	1	358	895.00	1,570.00	675.00
Woodward Elem	1	289	895.00	1,570.00	675.00
International Welcome	1	133	895.00	1,570.00	675.00
			6,265.00	10,990.00	4,725.00

We are pleased to announce that there will be **no increase** in cost for Discovery Education Streaming for 2012-13. If you decide to continue your Discovery Education Streaming service, please review the information above and make any changes you deem necessary and then use the quote for the information you need to generate a purchase order.

Due to changes in the contract we have to require that **CSD has a PO on file by June 1, 2012.**

You may email, fax, or mail you purchase order to:

Terry Baker
Cooperating School Districts
1460 Craig Road

Fax: 314-692-1297
Email: tbaker@cspd.org

You will receive your invoice in June 2012 for the 12/13 school year, payable after July 1, 2012.

Sincerely

Terry Baker
Director of Operations, BSD



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Nahed Chapman	Date: April 12, 2012
Department / School: ESOL Program	Phone Number: (314) 664-1066
<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) Discovery Education digital streaming licenses for six elementary schools.	
Vendor Name: Cooperating School Districts, Business Services	Email: ngeorge@csd.org
Vendor Contact: Nancy George	Phone Number (314) 692-1251
Justification Information	
1. Why the uniquely specified goods are required? Participants in the Math Success for ELLs Math-Science Partnership (MSP) grant are receiving training in the use of Discovery Education digital streaming in the classroom, in addition to other technology, and need access to these tools in their schools, in order to practice PD implementation. The purpose is to extend the participants' ability to provide math instruction to their English Language Learners (ELLs), primarily by building background for students and by making new math learning more comprehensible, key components of the grant's Sheltered Instruction Observation Protocol (SIOP) model for ELL instruction.	
2. Why good or services available from other vendors /competitors are not acceptable? Discovery Education is the only source of Discovery digital streaming licenses, but because Cooperating School Districts (CSD), Business Services has a contract with Discovery Education, and SLPS is a member district of CSD, we are able to access the CSD discount for use of the licenses, at a cost less than if we purchased directly from Discovery Education.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...) CSD's quote for the digital streaming licenses, which also shows the list price, if we were to purchase directly from Discovery Education, is attached.	
4. List the Names of other Vendors contacted & Price Quotes: Purchase of the digital streaming licenses, directly from Discovery Education, would be \$1,570, per school, for the year. Please see the attached documentation.	
<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:	
	5/9/12
Department Head	Date
CFO	Date
Superintendent	Date

Sole Source Checklist

1. Check one of the following:

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

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

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

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

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

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

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

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

- Document a search for additional suppliers.

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

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

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

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

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

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

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

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

- Sole supplier (i.e. Regional Distributor).

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

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

- Complete Emergency Purchase Form.

2. If the Sole Source Criteria is met, then complete the Sole Source Form;
3. If the Sole Source Criteria are not met, then the item must be bid.



BOARD RESOLUTION

Date: May 11, 2012

To: Dr. Kelvin R. Adams, Superintendent

From: Enos Moss, CFO/Treasurer

Agenda Item : 06-074228

Action: ☒

Action to be Approved: Authorization to Offer Bonds for Sale

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

SUBJECT: Request for authorization to offer for sale, General Obligation Refunding Bonds through the Special Administrative Board of the Transitional School District of the City of St. Louis. These bonds were previously issued as Series 2006A with an original premium amount of \$55,000,000. The current outstanding principal amount to be refunded is \$33,750,000.

BACKGROUND: The final numbers will not be available until the day of final pricing which will occur on June 6, 2012. The purpose of the refunding is to generate significant savings on the District's outstanding bonds.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.D.

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

Fund Source: 610	Requisition #:
Amount:	
Fund Source:	Requisition #:
Amount:	
Fund Source:	Requisition #:
Amount:	
Cost not to Exceed: \$ 0.00	☐ 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