

# **BOARD MEETING**

**THURSDAY, SEPTEMBER 30, 2010**

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# **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**

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**ADMINISTRATIVE BUILDING- 801 N. 11<sup>TH</sup> STREET**

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.





**ST. LOUIS PUBLIC SCHOOL DISTRICT  
SUPERINTENDENT'S REPORT  
September 30, 2010**

**1.0** Preliminary

**1.1** CONSENT AGENDA

a) Information Items Only

- ~ eRate Financial Update
- ~ SIG and MOU Update
- ~ Construction Manager and Energy Update
- ~ A+ Update

**1.2** Business Items – Action Required

b) Consent Agenda

**09-30-10-01** To approve a Memorandum of Understanding with Good Journey Development Foundation for the 2010-2011 school year to provide activities and/or programs for youths ages 11-18. Programs and/or activities include but not limited to be life skills, art therapy, and youth get away overnight respites. The program will be implemented at Stevens Community Education Full Service School.  
**FUNDING SOURCE:** Not applicable

**09-30-10-02** To approve a Memorandum of Understanding with Rainbow Counseling, LLC for the 2010-2011 school year to provide on-site and in-home therapy services for the students and families of seven community education full service schools.  
**FUNDING SOURCE:** Not applicable

**09-30-10-03** To approve a Memorandum of Understanding with Girls, Inc. for the 2010-2011 school year to provide the prevention programs, Financial Education – Money Power and Kid Savvy to youths ages 4-18 at the Hamilton eMints Academy Community Education Full Service School.  
**FUNDING SOURCE:** Not applicable

**09-30-10-04** To ratify the purchase of the Intro to AutoCad 2010 textbook and the Technical Drawing Bundle from Pearson Learning/Scott Foreman for Gateway and Sumner High Schools in an amount not to exceed \$8,170.26  
**FUNDING SOURCE:** Non-GOB

**09-30-10-05** To approve a sole source purchase from Apple, Inc. for MacBooks, Audio Key Studios, and Mobility Carts for the "Strengthening Tomorrow's Generation" program in an amount not to exceed \$29,700.  
**FUNDING SOURCE:** Non-GOB

**09-30-10-06** To approve the purchase of the Read 180 program from Scholastic Education for the Emerson Academy in an amount not to exceed \$30,648.  
**FUNDING SOURCE:** Non-GOB

**09-30-10-07** To approve acceptance of funds for the Superintendent's Book Club from the US Department of Education Literacy Through School Programs in the amount of \$471,242.  
**FUNDING SOURCE:** Non-GOB

APPROVED  
9/9/10 MEETING

- 09-30-10-08** To approve acceptance of funds for the St. Louis Elementary Counseling Initiative from the US Department of Education's Elementary and Secondary Counseling program in the amount of \$395,327.  
APPROVED  
9/9/10 MEETING  
**FUNDING SOURCE:** Non-GOB
- 09-30-10-09** To approve acceptance and expenditures of \$93,055 in reimbursable funds from the Missouri Department of Elementary Education, School Food Services for the Fresh Fruit and Vegetable Program for the 2010-2011 school year.  
APPROVED  
9/9/10 MEETING  
**FUNDING SOURCE:** Non-GOB
- 09-30-10-10** To approve the acceptance of equipment and promotional items from the St. Louis Dairy Council for the Breakfast in the Classroom Program for two SLPS' schools at no cost to the district.  
APPROVED  
9/9/10 MEETING  
**FUNDING SOURCE:** Not applicable
- 09-30-10-11** To approve a contract with Stifel Nicolaus, Wells Fargo, Backstrom McCarley Berry & Company as the general obligation bond underwriters for the performance period September 10, 2010 through November 30, 2010.  
**FUNDING SOURCE:** Non-GOB
- 09-30-10-12** To approve a sole source contract with AmeriCorps St. Louis for the period September 27, 2010 through June 30, 2011 in an amount not to exceed \$220,000.  
**FUNDING SOURCE:** Non-GOB
- 09-30-10-13** To ratify approval of a contract renewal with Area Resources for Community and Health Services (ARCHS) for the period August 16, 2010 through June 30, 2010 at a cost not to exceed \$100,000.  
**FUNDING SOURCE:** Non-GOB
- 09-30-10-14** To ratify approval of a sole source contract with Rensselaerville dba School Turnaround to provide consultant services to Busch AAA for the period July 1, 2010 through June 30, 2011 at a cost not to exceed \$50,000.  
**FUNDING SOURCE:** GOB
- 09-30-10-15** To authorize the Superintendent to exercise discretion in the expenditures of the School Improvement Grant funds. This discretion request includes the authority to accept the funds, proceed to process items that are time sensitive and to present the expenditures to the Board for ratification. The Department of Elementary and Secondary Education has indicated the range of funds to be awarded is \$2,483,081 to \$4,304,007.  
**FUNDING SOURCE:** Non-GOB
- 09-30-10-16** To approve the purchase of System 44, Expert 21, and Read 180 Tiered Intervention textbooks and resource materials from Scholastic Inc. The total combined cost is not to exceed \$694,682.  
**FUNDING SOURCE:** Non-GOB
- 09-30-10-17** To ratify approval of a sole source contract with Synesy Group to provide consulting, planning and writing services for the completion of the School Improvement Grant (SIG) application for the period June 20, 2010 through July 31, 2010 at a cost not to exceed \$16,500.  
**FUNDING SOURCE:** Non-GOB

**09-30-10-18** To ratify approval of a sole source contract with Rensselaerville dba School Turnaround to provide consultant services for eight schools for the period July 1, 2010 through September 3, 2010 at a cost not to exceed \$178,000.  
**FUNDING SOURCE:** Non-GOB

**09-30-10-19** To approve a resolution to adopt the findings and recommendations of the Administration to begin a reduction in force and eliminate certain positions due to declining enrollment and lack of work.  
**APPROVED**  
**9/9/10 MEETING**

#### **OCTOBER 14, 2010 ITEMS FOR CONSIDERATION**

**10-14-10-01** To approve the August 2010 Monthly Budget Transaction Report.

**10-14-10-02** To approve the fall 2010-2011 school bus routes.

**10-14-10-03** To approve the purchase of winter and spring season sports equipment from Johnny Mac Sporting Goods and Curt Smith Sporting Goods at a total combined cost not to exceed \$61,000.  
**FUNDING SOURCE:** GOB

**10-14-10-04** To approve the purchase of the Pre-KG Handwriting Program and supporting materials from Zaner Bloser at a cost not to exceed \$22,853.34.  
**FUNDING SOURCE:** GOB

**10-14-10-05** To approve the purchase of the Pre-KG Communication Arts textbooks, teacher and student resources from Pearson Education at a cost not to exceed \$16,603.30.  
**FUNDING SOURCE:** Non-GOB

**10-14-10-06** To approve the purchase of Pre-KG library book sets and materials from Scholastic, Inc. at a cost not to exceed \$22,035.71.  
**FUNDING SOURCE:** Non-GOB

**10-14-10-07** To approve a contract with Project Construct to provide professional development and training in Communication Arts for preschool and kindergarten teachers for the period October 15, 2010 through December 15, 2010 at a cost not to exceed \$45,000.  
**FUNDING SOURCE:** GOB

**10-14-10-08** To approve a sole source contract renewal with Follett Software company to provide library automation technical support for the period October 25, 2010 through June 30, 2011 at a cost not to exceed \$21,895.15.  
**FUNDING SOURCE:** GOB

**10-14-10-09** To approve a sole source contract renewal with ArcMail Technology for hardware and software support of the ArcMail email archiver appliance for the period October 15, 2010 through June 30, 2012 at a cost not to exceed \$19,499.  
**FUNDING SOURCE:** GOB

**10-14-10-10** To ratify approval of a contract with Collaborative Strategies, Inc. to provide search consulting services for the period August 12, 2010 through October 30, 2010 at a cost not to exceed \$15,000.  
**FUNDING SOURCE:** GOB

- 10-14-10-11** To ratify approval of the purchase of uniforms and equipment for School Safety Security Officers from Leon Uniform Company for the 2010-2011 school year at a cost not to exceed \$7,568.  
**FUNDING SOURCE:** GOB
- 10-14-10-12** To ratify approval of a membership with AdvancED Education-North Central Accreditation for the secondary schools for the 2010-2011 school year at a cost not to exceed \$8,125.  
**FUNDING SOURCE:** GOB
- 10-14-10-13** To ratify approval of a membership with International Baccalaureate Organization (IBO) for Metro Academic and Classical High School for the period September 1, 2010 through August 31, 2011 at a cost not to exceed \$10,000.  
**FUNDING SOURCE:** GOB
- 10-14-10-14** To ratify approval of an Agency Agreement with the Urban League Head Start Program for the period July 1, 2010 through June 30, 2011.  
**FUNDING SOURCE:** There is no cost associated with this request
- 10-14-10-15** To approve an Agency Agreement with Bridgeway Behavioral Health Services to provide a mandatory six week in-school program to identify risk and protective factors in education and treatment intervention with alternative education students at Innovative Concept Academy for the period October 15, 2010 through June 30, 2011.  
**FUNDING SOURCE:** There is no cost associated with this request
- 10-14-10-16** To approve an Agency Agreement with Bridgeway Behavioral Health Services to provide a mandatory six week in-school program to identify risk and protective factors in education and treatment intervention with alternative education students at Alternative Education South for the period October 15, 2010 through June 30, 2011.  
**FUNDING SOURCE:** There is no cost associated with this request
- 10-14-10-17** To approve a Memorandum of Understanding with St. Louis University College of Education and Public Services to collaborate with Succeeding With Reading and assist in its' transition from the period October 15, 2010 through July 31, 2010 at no cost to the district.  
**FUNDING SOURCE:** Not applicable
- 10-14-10-18** To approve a Memorandum of Understanding with Washington University School of Medicine to enhance and facilitate the procedures for assessing health parameters and physical fitness for SLPS' students for the period October 15, 2010 through July 31, 2011.  
**FUNDING SOURCE:** Not applicable
- 10-14-10-18** To approve the extension of the sponsorship of the Construction Careers Center Charter School for five additional years.

September 30, 2010

September 30, 2010

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# SAINT LOUIS PUBLIC SCHOOLS

Date: August 30, 2010

To: Kelvin R. Adams, Ph.D.

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

## VENDOR SELECTION METHOD:

☐ RFP/Bid  
☐ Sole Source  
☐ Contract Renewal *Previous Bd. Res. #*  
☒ Memorandum of Understanding (MOU)

Agenda Item:  
 Information:  
 Conference:  
 Action:

☐  
☐  
☐  
☒

09-30-10-01

## SUBJECT:

To approve a Memorandum of Understanding with Good Journey Development Foundation to provide for youth ages 11-18 activities/programs including, but not limited to: Life Skill, Art Therapy and Youth Get Away Overnight Respite scheduled at the Monsanto YMCA. This program will be implemented at Stevens Community Education Full Service School and will possibly expand to additional full service schools.

## BACKGROUND:

Good Journey will provide and deliver curriculum, materials, student incentives and snacks for Life Skills activities, "Youth Get Away" respite and Art Therapy for youth ages 11-18 years old aimed at juvenile delinquency prevention and dropout prevention. They will also provide community outreach opportunities related to violence prevention and juvenile delinquency targeted for male/female youth who live in zip codes of 63108, 63112, 63113, 63115 and 63120. The performance objectives of the program are: a minimum of 75% of youth participants will have a decrease in discipline infractions during the course of the school year; and a minimum of 75% of youth participants will have an increase in attendance during the course of the school year.

CSIP: Goal # SLPS Goal #2 - Process and Performance Row # 44 MSIP: 7.6.1

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

Fund Source:        -                -                -                -				Requisition #: .....	
Amount:            Not Applicable					
Fund Source:        -                -                -                -				Requisition #: .....	
Amount:					
Fund Source:        -                -                -                -				Requisition #: .....	
Amount:					
Cost not to Exceed:    Not Applicable			Pending Funding Availability		Vendor #:

Department: Community Education

Requestor: John Windom

Blake Youde, Dep. Supt. - Institutional Advancement  
  
 Dr. Carlinda Purcell, Dep. Supt. - Academics

Angela Banks, Interim Budget Director  
  
 Enos Moss, CFO/Treasurer  
  
 Kelvin R. Adams, Ph.D., Superintendent

**MEMORANDUM OF UNDERSTANDING**  
**(NON-FUNDRAISING)**

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Good Journey Development Foundation ("Agency") on this 1<sup>st</sup> day of October, 2010.

**The purpose of this Memorandum of Understanding is to establish a partnership between Good Journey Development Foundation and the St. Louis Public Schools in order to recruit and secure participation for youth ages 11-18 in activities/programs including, but not limited to: Life Skill, Art Therapy and Youth Get Away Overnight Respite scheduled at the Monsanto YMCA. This program will be implemented at Stevens Community Education Full Service School and will possibly expand to additional full service schools.**

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

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

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



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

5. **Obligations of SLPS:**

(a) Provide opportunities for representatives from Good Journey Development Foundation to make presentations at area community education full service schools and middle/high schools for recruitment purposes to after school Life Skills activities/programming, overnight youth get away respites and Art Therapy sessions.

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(b) Make ongoing referrals and ensure involvement of youth from middle and high schools in the St. Louis Public School to participate in the Good Journey Life Skills activities/programs, youth get away overnight respites and Art Therapy Sessions.

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(c) \_\_\_\_\_

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6. **Obligations of Agency:**

(a) Provide and deliver curriculum, materials, student incentives and snacks for Life Skills activities, "Youth Get Away" respites and Art Therapy for youth ages 11-18 years old aimed at juvenile delinquency and dropout prevention.

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(b) Distribute local community resources (i.e., pamphlets, handouts and/or booklets) available to each participant during the duration of the program (e.g. contacts to school principals, administrators, CEFSS Directors, and teachers, etc.) related to life skills, overnight "Youth Get Away" respites to be held at the YMCA and also Art Therapy for youth ages 11-18 years of old.

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(b) Meet with area representatives in the St. Louis Pubic School district to make them aware of educational resources and programs aimed at juvenile delinquency prevention. These educational resources and programs will be life skills, overnight "Youth Get Away" respites to be held at the YMCA and also Art Therapy for youth ages 11-18 years of old.

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(c) Provide supervision and/or reporting of program activities for youth aimed at Juvenile Delinquency Prevention – including but not limited to Youth Get Away Overnight Respites, Life Skills and Art Therapy.

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(d) Provide community outreach opportunities related to violence prevention and juvenile delinquency targeted for males/female youth who live in zip codes of 63108, 63112, 63113, 63115 and 63120.

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(e) Designate a contact person to serve as liaison between agencies. Also, maintain and share records with SLPS upon request.

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

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

(a) A minimum of 30 youth participating in the program at each site.

\_\_\_\_\_

(b) A minimum of 20 youth will have completed 6-10 weeks of program activities at each site.

\_\_\_\_\_

(c) A minimum of 60% of youth participants will have a decrease in discipline infractions during the course of the school year.

\_\_\_\_\_

(d) A minimum of 75% of youth participants will have an increase in attendance during the course of the school year.

\_\_\_\_\_

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

Saint Louis Public Schools

Good Journey Development Foundation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Name: Dionne Ferguson

Title: Executive Director

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# SAINT LOUIS PUBLIC SCHOOLS

Date: August 30, 2010

To: Kelvin R. Adams, Ph.D.

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

## VENDOR SELECTION METHOD:

<input type="checkbox"/>	RFP/Bid	_____
<input type="checkbox"/>	Sole Source	_____
<input type="checkbox"/>	Contract Renewal	Previous Bd. Res. # _____
<input checked="" type="checkbox"/>	Memorandum of Understanding (MOU)	_____

Agenda Item:  
Information:  
Conference:  
Action:

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

09-30-10-02

## SUBJECT:

To approve a Memorandum of Understanding with Rainbow Counseling, LLC to offer on-site and in-home therapy services to students and their families attending the Clay Elementary, Ford Elementary, Hamilton eMINTS Elementary, Sigel Elementary, Stevens Middle, Walbridge Elementary, and Yeatman-Liddell Middle Community Education Full Service Schools.

## BACKGROUND:

Rainbow Counseling will meet with clients at school or make in-home and/or community visits to provide individual therapy, family therapy, couples therapy, parent/child interactive therapy, parenting classes, support groups, or correct/improve identified student behavior(s) as clients need. Client satisfaction surveys will be completed upon case closing and any concerns that are noted in the survey will be addressed. Client scores on client symptom checklists will decrease, indicating that fewer mental health symptoms are present at the end of the services provided to individuals and families.

CSIP: Goal # SLPS Goal #2 - Process and Performance Row # 44 MSIP: 7.6.1

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

Fund Source: - - - -	Requisition #: _____
Amount: Not Applicable	
Fund Source: - - - -	Requisition #: _____
Amount: _____	
Fund Source: - - - -	Requisition #: _____
Amount: _____	
Cost not to Exceed: Not Applicable	Pending Funding Availability
	Vendor #: _____

Department: Community Education

Requestor: \_\_\_\_\_

John Windom

Blake Youde, Dep. Supt. - Institutional Advancement

Dr. Carlinda Purcell, Dep. Supt. - Academics

Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

Kelvin R. Adams, Ph.D., Superintendent

**MEMORANDUM OF UNDERSTANDING**  
**(NON-FUNDRAISING)**

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Rainbow Counseling, LLC ("Agency") on this 1<sup>st</sup> day of October 2010.

**The purpose of this Memorandum of Understanding is to establish a partnership between Rainbow Counseling, LLC and the St. Louis Public Schools in order to offer on site and in-home therapy services to students and their families attending at Clay Elementary CEFSS, Ford Elementary CEFSS, Hamilton eMINTS Elementary CEFSS, Sigel Elementary CEFSS, Stevens Middle CEFSS, Walbridge Elementary CEFSS, and Yeatman-Liddell Middle CEFSS.**

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

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

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

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

5. **Obligations of SLPS:**

(a) Provide appropriate private meeting space inclusive of a desk, chair; telephone that accesses an outside line; ability to secure files and records.

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(b) Recruit/refer students or families needing counseling services and secure completed parental consent forms.

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(c) Identify behaviors creating need for services, monitor program & coordinate services with Rainbow Counseling.

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6. **Obligations of Agency:**

(a) Provide individual therapy, family therapy, couples therapy, parent/child interactive therapy, parenting classes, or support groups as clients need.

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(b) Make in-home and/or community visits to provide the above-mentioned services.

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(c) Correct/improve identified student behavior(s).

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(d) Agency is responsible for securing client files and correspondence.

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

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

(a) Client satisfaction surveys will be completed upon case closing and will address any concerns that may be noted in the survey.

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(b) Therapist or therapist's supervisor will address all concerns that are brought to the attention of the therapist to readily correct a situation or a misunderstanding.

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(c) Client scores on client symptom checklists will decrease indicating that fewer mental health symptoms are present at the end of the services provided to individuals and families.

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(d) Data will be made available to document performance standards a – c.

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**8. Term and Termination:** The term of the MOU will be one year from the Effective Date. Either party shall have the right to terminate this MOU without cause with thirty (30) days written notice to the person who has signed as a representative of the parties below.

Saint Louis Public Schools

(Agency)

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_







# SAINT LOUIS PUBLIC SCHOOLS

Date: August 31, 2010

To: Kelvin R. Adams, Ph.D.

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

## VENDOR SELECTION METHOD:

☐ RFP/Bid  
☐ Sole Source  
☐ Contract Renewal Previous Bd. Res. #  
☒ Memorandum of Understanding (MOU)

Agenda Item:  
 Information:  
 Conference:  
 Action:

☐ 09-30-10-03  
☐  
☐  
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## SUBJECT:

To approve a Memorandum of Understanding with Girls, Inc. to provide two traditional/prevention programs for youth, ages 4-18, entitled "Financial Education - Money Power" and "Kid Savvy". The program will be implemented at Hamilton eMints Academy Community Education Full Service School.

## BACKGROUND:

Girls, Inc. will provide teaching staff, curriculum, and supplies for two consecutive one-hour classes entitled Financial Education-Money Power and Kid Savvy. Report school participation to Operation Weed & Seed (funding agency). A minimum of 75% of the children who participate in the Kids Savvy program will: (1) learn to respond assertively to unsafe situations and (2) learn personal safety techniques. The performance objectives of the program are: a minimum of 75% of the children who participate in the Financial Education - Money Power will learn how to identify, recognize, count and understand the value of money and participants will learn how money is earned, how to be smart shoppers, how to best spend their money and explore the differences between needs and wants. A pre-post test will be the evaluation tool.

CSIP: Goal # SLPS Goal #2 - Process and Performance Row # 44 MSIP: 7.6.1

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

Fund Source:        -        -        -        -				Requisition #: .....	
Amount:        Not Applicable					
Fund Source:        -        -        -        -				Requisition #: .....	
Amount:					
Fund Source:        -        -        -        -				Requisition #: .....	
Amount:					
Cost not to Exceed:        Not Applicable			Pending Funding Availability		Vendor #:

Department: Community Education

Requestor:

John Windom

Blake Youde, Dep. Supt. - Institutional Advancement

Dr. Carlinda Purcell, Dep. Supt. - Academics

Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

Kelvin R. Adams, Ph.D., Superintendent

**MEMORANDUM OF UNDERSTANDING**  
**(NON-FUNDRAISING)**

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Girls Incorporated ("Agency") on this 1<sup>st</sup> day of October, 2010.

**The purpose of this Memorandum of Understanding is to establish a partnership between Girls Incorporated and the St. Louis Public Schools in order to provide two traditional/prevention programs for youth, ages 4-18, entitled "Financial Education –Money Power" and "Kid Savvy". The program will be implemented at Hamilton eMints Academy Community Education Full Service School.**

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

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

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

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

5. **Obligations of SLPS:**

(a) Work with agency to recruit and enroll youth, grades Kg through 5; obtain parental consent.

---

(b) Provide classroom space.

---

(c) Monitor program participation; coordinate services with Girls Incorporated.

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6. **Obligations of Agency:**

(a) Provide teaching staff for two consecutive one-hour classes entitled Financial Education-Money Power and Kid Savvy.

---

(b) Provide curriculum and supplies for the above-mentioned courses.

---

(c) Report school participation to Operation Weed & Seed (funding agency).

---

(d) Maintain and share accurate data records with SLPS upon request.

---

(e) The terms of the document titled Contract Services – Fee-Based Programs and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

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

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

(a) A minimum of 75% of the children who participate in the KIDS SAVVY program will: (1) learn to respond assertively to unsafe situations; (2) learn personal safety techniques.

(b) A minimum of 75% of the children who participate in the FINANCIAL EDUCATION-MONEY POWER will learn how to identify, recognize, count and understand the value of money. Participants will learn how money is earned, how to be smart shoppers, how to best spend their money and explore the differences between needs and wants. Evaluation tool: pre-post test.

(c) \_\_\_\_\_

**8. Term and Termination:** The term of the MOU will be one year from the Effective Date. Either party shall have the right to terminate this MOU without cause with thirty (30) days written notice to the person who has signed as a representative of the parties below.

Saint Louis Public Schools

(Agency)

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



**Girls Incorporated of St. Louis  
Outreach Programs  
3801 Nelson Drive  
St. Louis, Mo. 63121  
Phone: (314) 385-8088  
Fax: (314) 385-6540**

**Victoria Nelson, Executive Director**

**Elaine Lee, Program Director**

**Outreach Department**

**K. Michelle Elliott, Contract Services/ Outreach Director**

**For Additional Information:**

**[www.girlsincstl.org](http://www.girlsincstl.org)**

**All programs are tailored to individual organizational needs. Our programs target both boys and girls and are taught by trained Girls Incorporated instructors. Programs are available both during and after school. The fees for the programs are negotiable.**

**Contract Services  
Fee Based Programs**

**Traditional/ Prevention Programs:**

**Financial Education** program provides important finance skills for children ages 4 thru 18. Through this program students will learn how to identify, recognize, count and understand the value of money. Participants will learn how people earn money, how to save money, how to be smart shoppers, how to best spend their money and explore the differences between needs and wants.

**Kid Savvy** is a child safety program that covers various safety topics. These topics include, but are not limited to: home, fire, internet and automobile safety. This program helps teach children ages 4-12 general self safety techniques and how to respond assertively in unsafe situations.





# SAINT LOUIS PUBLIC SCHOOLS

Date: August 30, 2010

To: Dr. Kelvin R. Adams, Superintendent

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

## VENDOR SELECTION METHOD:

<input type="checkbox"/>	RFP/Bid	_____
<input type="checkbox"/>	Sole Source	_____
<input type="checkbox"/>	Board Policy	_____
<input checked="" type="checkbox"/>	Ratification	_____

Agenda Item: \_\_\_\_\_  
 Information: \_\_\_\_\_  
 Conference: \_\_\_\_\_  
 Action: \_\_\_\_\_

09-30-10-04  
☐  
☐  
☐  
☒

## SUBJECT:

To ratify the purchase of the Intro to AutoCad 2010 textbook and the Technical Drawing Bundle from Pearson Learning/Scott Foresman for Gateway and Sumner High Schools in an amount not to exceed \$8,170.26.

## BACKGROUND:

These textbooks are an update to the textbooks currently in use and support the instruction of AutoCad at Gateway and Sumner High Schools. The textbooks are specifically written to support the AutoCad programs and equipment purchased last year.

CSIP: Goal # SLPS Goal #2 - Process and Performance Row # 38 MSIP: 7.3.2

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

Fund Source: 110 - 2492 - 6421 - 826 - 00 GOB	Requisition #: 10119236 & 10119237
Amount: \$ 8,170.26	
Fund Source: - - - -	Requisition #: _____
Amount: _____	
Fund Source: - - - -	Requisition #: _____
Amount: _____	
Cost not to Exceed: \$ 8,170.26	Pending Funding Availability Vendor #: 600005234

Department: Career and Technical Education

Angela Banks, Interim Budget Director

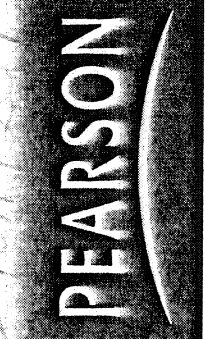
Requestor: Paul Cady

Enos Moss, CFO/Treasurer

Dr. Carlinda Purcell, Dep. Supt. Academics

Dr. Kelvin R. Adams, Superintendent

#101192037



PEARSON  
COST PROPOSAL  
Contract # 4600003250  
April 27, 2010

For: St. Louis Public Schools, MO

TITLE	ISBN	NET PRICE	QUANTITY	TOTAL	QUANTITY	TOTAL
Intro to AutoCad 2010 and Technical Drawing Bundle	013-704-5395	\$148.55	25	\$3,713.75		\$0.00
TOTAL COST TO SCHOOL				\$3,713.75		
SHIPPING				\$371.38		
TOTAL				\$4,085.13		

Prices quoted are Net and are firm until September 30, 2010  
Pearson Prentice Hall reserves the right to correct errors.

SHOULD YOU NEED ADDITIONAL INFORMATION, PLEASE CONTACT:

Bart Zwiers at 866-326-4259

HOW TO ORDER:

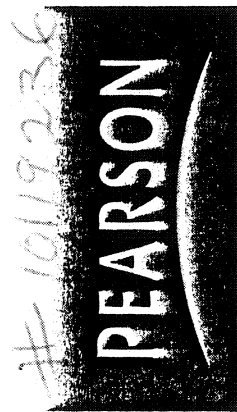
Send a copy of this Proposal  
along with your Purchase Order to:  
Pearson Prentice Hall  
PO Box 2500  
Lebanon, IN 46052-3009

5/12/10  
OK till 9/30 - per Bart Zwiers  
Send value contract  
P/K

Or, fax the Proposal and your Purchase Order  
to: 877-260-2530

Ship To:  
Sumner High School  
Att N: Robyn Ray  
4268 Cottage Ave.  
St. Louis, MO 63113





Acct. # 110-2010 826-00-110 6421  
Contract # 4600003250  
PEARSON  
COST PROPOSAL  
April 27, 2010

For: St. Louis Public Schools, MO

TITLE	ISBN	NET PRICE	QUANTITY	TOTAL	QUANTITY	TOTAL
Intro to AutoCad 2010 and Technical Drawing Bundle	013-704-5395	\$148.55	25	\$3,713.75		\$0.00
TOTAL COST TO SCHOOL				\$3,713.75		
SHIPPING				\$371.38		
TOTAL				\$4,085.13		

Prices quoted are Net and are firm until September 30, 2010  
Pearson Prentice Hall reserves the right to correct errors.

SHOULD YOU NEED ADDITIONAL INFORMATION, PLEASE CONTACT:

Bart Zwiers at 866-326-4259

HOW TO ORDER:

Send a copy of this Proposal  
along with your Purchase Order to:  
Pearson Prentice Hall  
PO Box 2500  
Lebanon, IN 46052-3009  
Or, fax the Proposal and your Purchase Order  
to: 877-260-2530

Ship To:  
Gateway Institute of Technology  
Attn: Russel Briggs  
5101 McRee Ave.  
St. Louis, MO 63110

5/12/10  
OK. fill 9130 - Per Bart Zwiers  
Send value contract  
P/K

**5**

**5**

**SAINT LOUIS PUBLIC SCHOOLS****Date:** August 31, 2010**To:** Dr. Kelvin R. Adams, Superintendent**From:** Dr. Carlinda Purcell, Dep. Supt., Academics**VENDOR SELECTION METHOD:**

- ☐ RFP/Bid  
☒ Sole Source  
☐ Contract Renewal  
☐ Ratification

Previous Bd. Res. #:

Agenda Item: 09-30-10-05

Information: ☐

Conference: ☐

Action: ☒

**SUBJECT:**

To approve a sole source purchase from Apple, Inc. of MacBook laptop computers (including a service agreement), Audio KeyStudios, and Mobility Carts. The equipment will be used in the Human Development Corporation "Strengthening Tomorrow's Generation" grant program at Yeatman-Liddell and Sigel Community Education Full Service Schools a cost not to exceed \$29,700.00


**BACKGROUND:**

The Human Development Corporation (HDC) has partnered with St. Louis Public Schools in the implementation of the "Strengthening Tomorrow's Generation" grant. Yeatman-Liddell and Sigel Community Education Full Service Schools have been identified as the sites at which this partnership will operate. Apple computers are more suitable for radio/tv and other forms of multimedia than Windows based computers.


**CSIP:** Goal 2: Process Performance**Row:** 49**MSIP:** 7.6.1**FUNDING SOURCE:** (ex: 110 Fund Type – 2218 Function– 6411 Object Code - 111 Location Code – 00 Project Code)


<b>Fund Source:</b> 731-1663-6541-827-VA	Non-GOB	<b>Requisition #:</b> 10119554, 10119555
<b>Amount:</b> \$29,700.00		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Cost not to Exceed:</b> \$29,700.00	<input type="checkbox"/> Pending Funding Availability	<b>Vendor #:</b> 600011766

**Department:** Community Education**Requestor:** John H. Windom

  
 Dr. Carlinda Purcell, Dep. Supt., Academics

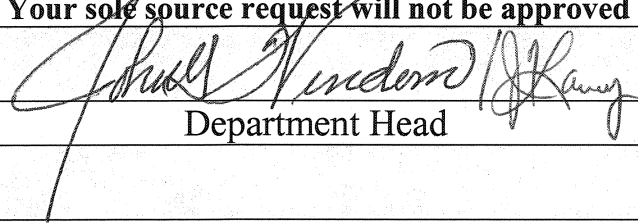
  
 Angela Banks, Interim Budget Director

  
 Enos Moss, CFO/Treasurer

  
 Dr. Kelvin R. Adams, Superintendent



# REQUEST FOR SOLE SOURCE PURCHASE

<b>Requestor: John H. Windom</b>	<b>Date: 8/25/2010</b>
<b>Department / School: Office of Community Ed</b>	<b>Phone Number: (314) 345-4590</b>
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
<b>Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)</b>	
Apple computers are more suitable for Radio/TV and all forms of multimedia	
<b>Vendor Name: Apple Inc.</b>	<b>Email: mguenther@apple.com</b>
<b>Vendor Contact: Matt Guenther</b>	<b>Phone Number 1-800-800-2775 ex. 46878</b>
<b>Justification Information</b>	
<b>1. Why the uniquely specified goods are required?</b>	
Apple computers are more suitable for Radio/TV and all forms of multimedia. The purchase of additional Apple computers will allow the existing program located at Roosevelt High School to service additional students at Yeatman-Liddell and Sigel Elementary Full Service Schools under the direction of Mr. Charles Murphy.	
<b>2. Why good or services available from other vendors /competitors are not acceptable?</b>	
Most professional studios use Apple computers and supplications. "Final Cut Studio" is a software that is used in most local TV studios to edit videos and is only available through Apple Inc.	
<b>3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)</b>	
<b>4. List the Names of other Vendors contacted &amp; Price Quotes:</b>	
<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>	
<b>Your sole source request will not be approved without the required signatures below:</b>	
 Department Head	Date
CFO	Date
Superintendent	Date

JKC

# Apple Inc. Education Price Quote

Customer:	Charles Murphy ST LOUIS CITY SCHOOL DISTRICT phone email	Apple, Inc:	Matt Guenther 12545 Riata Vista Circle MS: 198-3IES Austin, TX 78727-6524 8008002775 ph fax mguenther@apple.com email
Apple Quote:	W70675666		
Quote Date:	12-AUG-2010		
Quote Valid Until:	10-SEP-2010		

## Quote Comments:

	Part Number	Details & Comments	Qty	Unit List Price	Unit Disc. Price	Extended Disc. Price
1	MC207LL/A	MacBook 13-inch, 2.26GHz Intel Core 2 Duo - White	26	899.00	835.89	21,733.14
2	S3130LL/A	AppleCare Protection Plan for MacBook Air/MacBook - Auto Enroll	26	183.00	170.15	4,423.90
3	TN529ZM/A	M-Audio KeyStudio 49	6	99.95	92.93	557.58
4	TX322LL/A	Bretford Mobility Cart 20 (for MacBook + iPad)	2	1,599.95	1,487.63	2,975.26
<b>Edu List Price Total</b>						<b>31,931.60</b>
<b>- Total Discount</b>						<b>2,241.72</b>
<b>Extended Disc. Sub Total</b>						<b>29,689.88</b>
<b>- eWaste Fee / Recycling Fee</b>						<b>0.00</b>
<b>Extended Disc. Total Price*</b>						<b>29,689.88</b>

\*In most cases Extended discounted Total price does not include Sales Tax

\*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

## Completing your order is easy:

\*Reference Apple Quote number W70675666 on your Purchase Order

\*Fax a copy of this quote along with your Purchase Order to :

Apple, Inc.  
12545 Riata Vista Circle  
MS: 198-3IES  
Austin, TX 78727-6524

## THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS:

- ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE [CLICK HERE TO APPLY FOR A CONTRACT](#).
- IF YOU USE YOUR FORM OF PURCHASE ORDER TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE.
- UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL 10-SEP-2010 UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE. APPLE MAY MODIFY ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF THIS QUOTE CONTAINS A TYPOGRAPHIC OR OTHER ERROR.

SEA # 349219

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Document rev 9.5

Date of last revision - 20 May 2010

**6**

**6**



# SAINT LOUIS PUBLIC SCHOOLS

Date: August 30, 2010

To: Dr. Kelvin R. Adams, Superintendent

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

## VENDOR SELECTION METHOD:

<input type="checkbox"/>	RFP/Bid	_____
<input checked="" type="checkbox"/>	Sole Source	_____
<input type="checkbox"/>	Contract Renewal	Previous Bd. Res. # _____
<input type="checkbox"/>	Ratification	_____

Agenda Item:  
Information:  
Conference:  
Action:

	09-30-10-06

## SUBJECT:

To approve the purchase of the READ 180 reading program from Scholastic Education for Emerson Academy (Annie Malone - Title I D Neglected and Delinquent programs). The package includes the purchase of READ 180 Stage B Enterprise Edition 30-License Stage plus in-classroom support visit and technology support for a cost not to exceed \$30,648.00.

## BACKGROUND:

Emerson Academy included with Annie Malone neglected and delinquent programs. The program is funded by Title I D Funds.

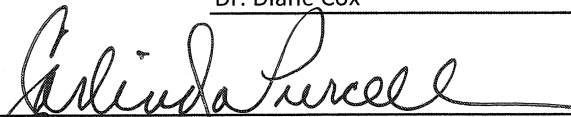
CSIP:	Goal #	SLPS Goal #2 - Process and Performance	Row #	13			MSIP: 9.11 PROCESS/ PERFC
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FUNDING SOURCE: (Fund Type) - (Function) - (Object Code) - (Location Code) - (Project Code)

Fund Source: 231 - 1254 - 6441 - 814 - A3 Non GOB	Requisition #: 10119575	
Amount: \$ 30,648.00		
Fund Source: - - - - -	Requisition #: _____	
Amount: _____		
Fund Source: - - - - -	Requisition #: _____	
Amount: _____		
Cost not to Exceed: \$ 30,648.00	Pending Funding Availability	Vendor #: 600013873


Department: State and Federal Programs

Requestor: Dr. Diane Cox

  
Dr. Carlinda Purcell, Dep. Supt. - Academics

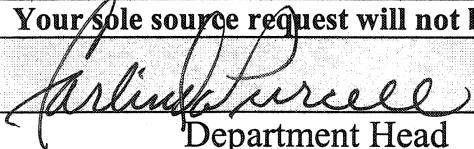
  
Angela Banks, Interim Budget Director

  
Enos Moss, CFO/Treasurer

  
Dr. Kelvin R. Adams, Superintendent



## REQUEST FOR SOLE SOURCE PURCHASE

<b>Requestor:</b> Jon Hild / Jonathan Haynes	<b>Date:</b> 08-19-2010
<b>Department / School:</b> Emerson Academy	<b>Phone Number:</b> 314-345-4499
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
<b>Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)</b>	
Purchase of READ 180 Stage B Enterprise Edition 30-License Stage plus In-Class support visits (2 participants maximum). Technology Support – Premium Product Maintenance and Support plan for 1 – 10 schools (one year, price per school). Funded with Title I D – Neglected and Delinquent Programs.	
<b>Vendor Name:</b> Scholastic Education	<b>Email:</b> pmartin@scholastic.com
<b>Vendor Contact:</b> Peggy Martin	<b>Phone Number</b> 314-308-8250
<b>Justification Information</b>	
<b>1. Why the uniquely specified goods are required?</b>	
Due to the package presentation from the vendor the READ 180 program would ideally fit the needs for what the school is looking for their unique programs. Emerson Academy is affiliated with Annie Malone helping students involved with the neglected and delinquent programs.	
<b>2. Why good or services available from other vendors /competitors are not acceptable?</b>	
The product is exclusive from the vendor chosen.	
<b>3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)</b>	
None	
<b>4. List the Names of other Vendors contacted &amp; Price Quotes:</b>	
None	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
<b>Your sole source request will not be approved without the required signatures below:</b>	
 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.



## Quotation

Scholastic Education Central Region  
300 Madsen Drive, Suite 102, Bloomingdale, IL 60108  
Phone: (800) 225-4625 Fax: (630) 282-9002

### Prepared for:

Jonathan Haynes, Staff  
Emerson Charter  
5355 Page Blvd  
St Louis, MO 63112  
314-757-6697  
jonathanhay2000@yahoo.com

### Prepared by:

Date: 6/17/2010

Peggy Martin  
Account Representative  
(314) 308-8250  
pmartin@scholastic.com

ISBN #	Description	QTY	Unit Price	Subtotal	Discount Amount	Total
<b>READ 180 Licenses and materials</b>						
502289	READ 180 Stage B Enterprise Edition 30-License Stage	1	\$23,900.00	\$23,900.00	\$0.00	\$23,900.00
<b>Training</b>						
978706	READ 180 Implementation Training, Day 1 (up to 20 participants, 7 hours)	1	\$2,800.00	\$2,800.00	\$2,800.00	\$0.00
978707	READ 180 Implementation Training, Day 2 (up to 20 participants, 7 hours)	1	\$2,800.00	\$2,800.00	\$2,800.00	\$0.00
990102	READ 180 Leadership Training (up to 20 participants, 3 hours)	1	\$2,200.00	\$2,200.00	\$2,200.00	\$0.00
990104	In-Classroom Support Visit (2 participants maximum)	2	\$1,899.00	\$3,798.00	\$0.00	\$3,798.00
<b>Tech Support</b>						
951724	Premium Product Maintenance and Support Plan for 1-10 schools (one year, price per school)	1	\$2,950.00	\$2,950.00	\$0.00	\$2,950.00
<b>Subtotal</b>				\$38,448.00	\$7,800.00	\$30,648.00
				<b>Shipping and Handling</b>		\$0.00
				<b>Sales Tax</b>		\$0.00
				<b>Total</b>		\$30,648.00

Prices are valid for 90 days.

231-1254 814-A3-231 6441

Req.  
#10119575

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



**RESOLUTION**

**09-30-10-07**

**APPROVED AT THE  
9/9/10 MEETING**



**RESOLUTION**

**09-30-10-08**

**APPROVED AT THE**

**9/9/10 MEETING**



**RESOLUTION**

**09-30-10-09**

**APPROVED AT THE**

**9/9/10 MEETING**



**10**

**10**

**RESOLUTION**

**09-30-10-10**

**APPROVED AT THE**

**9/9/10 MEETING**

**11**

**11**



# SAINT LOUIS PUBLIC SCHOOLS

Date: August 30, 2010

To: Dr. Kelvin R. Adams, Superintendent

From: Enos K. Moss, CFO/Treasurer

## VENDOR SELECTION METHOD:

☒ RFP/Bid RFP 001-1011  
☐ Sole Source  
☐ Board Policy  
☐ Membership

Agenda Item:  
 Information:  
 Conference:  
 Action:

09-30-10-11  
☐  
☐  
☐  
☒

## SUBJECT:

To approve the contract with Stifel Nicolaus/Wells Fargo/Backstrom McCarley Berry & Co. as the general obligation bond underwriters for the bonds approved by the voters on August 3. The period of performance will be September 10, 2010 to November 30, 2010. The cost of the services of the underwriters will be paid from the proceeds of the bonds.

## BACKGROUND:

The transaction team for the sale of the general obligation bond underwriters is as follows:

### Underwriters

Stifel Nicolaus and Co. - Managing Underwriter  
 Wells Fargo - Co-Managing Underwriter  
 Backstrom, McCarley and Berry - Co-Managing Underwriter (Minority Firm)

### Bond Counsel

Gilmore and Bell - Lead Bond Counsel  
 Saulsberry and Associates - Co-Bond Counsel (Minority Firm)

### Underwriters' Counsel

Thompson Coburn - Lead Underwriters' Counsel  
 Caldwell and Associates - Co-Underwriters' Counsel (Minority Firm)

CSIP: Goal # SLPS Goal #2 - Process and Performance Row # 76 MSIP: 8.5.4

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

Fund Source: 610 - 5131 - 6631 - 975 - 00 Non GOB	Requisition #: .....
Amount:	Proceeds of Bonds
Fund Source: - - - -	Requisition #: .....
Amount:	
Fund Source: - - - -	Requisition #: .....
Amount:	
Cost not to Exceed:	Pending Funding Availability Vendor #: 600013661

Department: Finance

Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

# **RFP 001-1011 G.O. Bond Underwriting Services Evaluation Summary**

<b>Bond Underwriter</b>	<b>Evaluator #1</b>	<b>Evaluator #2</b>	<b>Evaluator #3</b>	<b>Evaluator #4</b>	<b>Total</b>
Bank of America/Merrill Lynch	55	55	77	60	247
George K. Baum & Co./Loop Capital	75	83	84	82.5	324.5
Stern Brothers & Co./Edward Jones	85	88	90	80	343
Stifel Nicolaus/Wells Fargo/Backstrom McCarley Berry & Co.	95	87	84	78.67	344.67

Evaluation Summary

G.O. Bond Underwriting Services

RFP #: 001-1011

<b><u>Bond Underwriter</u></b>	<b><u>Total Points</u></b>
Bank of America/Merrill Lynch	55
George K. Baum & CO. /Loop Capital	75
Stifel Nicolaus / Wells Fargo / Backstrom McCarley Berry & CO.	95
Stern Brothers & CO. / Edward Jones	85



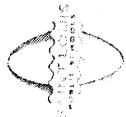
# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor STERN BROTHERS & CO. / EDWARD JONES

Criteria	Weight 20 Pts	Evaluation	Comments
Total Price and Cost Effectiveness <ul style="list-style-type: none"><li>- Appropriate for Services Provided</li><li>- Adequacy of Documentation of Cost</li><li>- Cost within Budgetary Constraints</li></ul>		15	DID NOT PROVIDE A PROPOSED DEBT STRUCTURE \$3,000 - \$465K
Missouri School District Experience/Demonstrated Expertise	20 Pts	10	
Capital Strength	20 Pts		
Prior Working Relationship with the District <ul style="list-style-type: none"><li>- Prior Work Completed for the District</li><li>- Level of Performance on Prior Work</li><li>- Prior Work Completed for other School Districts</li></ul>	15 Pts	20	
Distribution Capability	15 Pts	15	
M/WBE Participation <ul style="list-style-type: none"><li>- Documents M/WBE Participation</li><li>- Meets District Goals</li></ul>	10 Pts	15	
Total Evaluation	100 Pts	85	



# Evaluation Form

## General Obligation Bond Underwriting Services

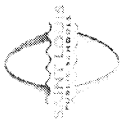
RFP Number 001-1011

Name of Vendor

*BANK OF AMERICA / MERRILL LYNCH*

Criteria	Weight 20 Pts	Evaluation	Comments
Total Price and Cost Effectiveness <ul style="list-style-type: none"><li>- Appropriate for Services Provided</li><li>- Adequacy of Documentation of Cost</li><li>- Cost within Budgetary Constraints</li></ul>		5	NO MENTION OF BABBS/QRABS. IN ADDITION TOTAL SPREAD LARGER THAN OTHER THREE PROPOSALS
Missouri School District Experience/Demonstrated Expertise	20 Pts	10	VERY FEW GO BONDS ISSUED IN MO,
Capital Strength	20 Pts	20	
Prior Working Relationship with the District <ul style="list-style-type: none"><li>- Prior Work Completed for the District</li><li>- Level of Performance on Prior Work</li><li>- Prior Work Completed for other School Districts</li></ul>	15 Pts	5	
Distribution Capability	15 Pts	15	
M/WBE Participation <ul style="list-style-type: none"><li>- Documents M/WBE Participation</li><li>- Meets District Goals</li></ul>	10 Pts	0	NONE MENTIONED
Total Evaluation	100 Pts	55	





# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor GEORGE K. BARNES & CO. LOOP CAPITAL

Criteria		Weight	Evaluation	Comments
Total Price and Cost Effectiveness		20 Pts		
- Appropriate for Services Provided				
- Adequacy of Documentation of Cost				
- Cost within Budgetary Constraints			20	2.75/1,000 = \$426,250 DID NOT CONSIDER QZABS IN BOND STRUCTURE
Missouri School District Experience/Demonstrated Expertise		20 Pts		
			20	
Capital Strength		20 Pts		
			5	WEAK - NO ABILITY TO INVENTORY LARGE NUMBER OF UNSOLD BONDS
Prior Working Relationship with the District		15 Pts		
- Prior Work Completed for the District				
- Level of Performance on Prior Work			10	
- Prior Work Completed for other School Districts				
Distribution Capability		15 Pts		
			10	MAINLY INSTITUTIONAL FIRM & NON-LOCAL
M/WBE Participation		10 Pts		
- Documents M/WBE Participation				
- Meets District Goals			10	LOOP CAPITAL
Total Evaluation		100 Pts	75	



## Evaluation Form

### General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor STIFEL NICHOLAS/WELLS FARGO / BACKSTROM McCABE BERRY & CO.

Criteria		Weight	Evaluation	Comments
Total Price and Cost Effectiveness		20 Pts		
- Appropriate for Services Provided			15	3.25/1,000 (94m) = 305,500
- Adequacy of Documentation of Cost				4.25/1,000 (61m) = 259,250
- Cost within Budgetary Constraints				PROVIDED A DETAILED DEBT STRUCTURE
Missouri School District Experience/Demonstrated Expertise		20 Pts	20	
Capital Strength		20 Pts	20	
Prior Working Relationship with the District		15 Pts	15	
- Prior Work Completed for the District				
- Level of Performance on Prior Work				
- Prior Work Completed for other School Districts				
Distribution Capability		15 Pts	15	
M/WBE Participation		10 Pts	10	2 MINORITY SENIOR BANKERS MINORITY CO-MANAGER MINORITY CO-UNDERWRITING COUNSEL APPROVED MINORITY CO-BOND COUNSEL
- Documents M/WBE Participation				
- Meets District Goals				
Total Evaluation		100 Pts	95	

Summary

SLPS  
Bond Underwriter Evaluation  
RFP # 001-1011  
Aug-10

Entity	Points
Stern Brothers & Co./Edward Jones	88
Stifel Nicolaus/Wells Fargo/Backstrom McCarley Berry	87
George K. Baum & Co./Loop Capital	83
Bank of America/Merrill Lynch	55

# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor *STERN BROWNER & Co. / Edward Jones*

Criteria	Weight	Evaluation	Comments
	20 Pts		
<b>Total Price and Cost Effectiveness</b> - Appropriate for Services Provided - Adequacy of Documentation of Cost - Cost within Budgetary Constraints		18	\$3.00 / \$1.000 \$465,000
Missouri School District Experience/Demonstrated Expertise	20 Pts	10	Financial Advisor to KC MO School District. \$17.9 Million QSEBS MO Headquarters light STL District experience
Capital Strength	20 Pts	20	\$503 billion Assets \$1.4 billion Capital TOTAL CAP = \$1,431,546,978 NET CAP = \$1,260,644,781 EXCESS NET CAP = 714,112,001
Prior Working Relationship with the District - Prior Work Completed for the District - Level of Performance on Prior Work - Prior Work Completed for other School Districts	15 Pts	15	Marvin Anderson & Vern Kovarik have experience with SLPs
Distribution Capability	15 Pts	15	11 Public Finance Offices
M/WBE Participation - Documents M/WBE Participation - Meets District Goals	10 Pts	10	STERN IS WOMAN OWNED
<b>Total Evaluation</b>	<b>100 Pts</b>	<b>88</b>	

# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor STEELE NICHOLSON / WELLS FARGO / BACKSTROM MCCARLEY BERRY

Criteria		Weight	Evaluation	Comments
Total Price and Cost Effectiveness		20 Pts		
- Appropriate for Services Provided			12	TAX-EXEMPT: \$503,750 16 points
- Adequacy of Documentation of Cost				TAXABLE: \$4,250 / \$1,000 9 points
- Cost within Budgetary Constraints				
Missouri School District Experience/Demonstrated Expertise		20 Pts	20	Wrote more MO QSCBs than any other firm in 2009 #3 Nationally (QSCBs) Local & MO Experience - strong
Capital Strength		20 Pts	15	TOTAL CAP = \$736,499,452 NET CAP = \$187,514,918 EXCESS NET CAP = \$178,004,134
Prior Working Relationship with the District		15 Pts	15	Failed bond closing with District in 2009
- Prior Work Completed for the District				
- Level of Performance on Prior Work				
- Prior Work Completed for other School Districts				
Distribution Capability		15 Pts	15	11 Public Finance Officers
M/WBE Participation		10 Pts	10	Day-to-day contact
- Documents M/WBE Participation				
- Meets District Goals				
Total Evaluation		100 Pts	87	

# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor George R. Brown & Co. / Long Co. Inc.

Criteria		Weight	Evaluation	Comments
Total Price and Cost Effectiveness		20 Pts		
<ul style="list-style-type: none"> <li>- Appropriate for Services Provided</li> <li>- Adequacy of Documentation of Cost</li> <li>- Cost within Budgetary Constraints</li> </ul>			20	\$2,757,511,000 \$426,250
Missouri School District Experience/Demonstrated Expertise		20 Pts		
			20	#1 128 School Districts 26 MO JOSEPH
Capital Strength		20 Pts		
			10	Total CAP = \$64,639,962 NET CAP = \$35,345,243 EXCESS NET CAP = \$29,294,719
Prior Working Relationship with the District		15 Pts		
<ul style="list-style-type: none"> <li>- Prior Work Completed for the District</li> <li>- Level of Performance on Prior Work</li> <li>- Prior Work Completed for other School Districts</li> </ul>			15	Close relationship with District since 1988.
Distribution Capability		15 Pts		
			8	5 Institutional Sales offices
M/WBE Participation		10 Pts		
<ul style="list-style-type: none"> <li>- Documents M/WBE Participation</li> <li>- Meets District Goals</li> </ul>			10	MINORITY OWNED
Total Evaluation		100 Pts		
			83	

# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor BANK OF AMERICA / MERRILL LYNCH

Criteria		Weight	Evaluation	Comments
Total Price and Cost Effectiveness		20 Pts		
<ul style="list-style-type: none"> <li>- Appropriate for Services Provided</li> <li>- Adequacy of Documentation of Cost</li> <li>- Cost within Budgetary Constraints</li> </ul>			<del>0</del>	\$854,559.67
Missouri School District Experience/Demonstrated Expertise		20 Pts		
			20	Missouri & Local School District experience Significant QSCBS
Capital Strength		20 Pts		
			20	Total Cap = NET CAP = 6,528,000,000 EXCESS NET CAP = 5,855,000,000
Prior Working Relationship with the District		15 Pts		
<ul style="list-style-type: none"> <li>- Prior Work Completed for the District</li> <li>- Level of Performance on Prior Work</li> <li>- Prior Work Completed for other School Districts</li> </ul>			<del>0</del>	None Noted
Distribution Capability		15 Pts		
			15	#2 Underwrite - Nationally for School Districts #1 Ranked Municipal Institutional Sales Force \$1.3 Trillion in Assets under Mgmt.
M/WBE Participation		10 Pts		
<ul style="list-style-type: none"> <li>- Documents M/WBE Participation</li> <li>- Meets District Goals</li> </ul>			<del>0</del>	NONE NOTED
Total Evaluation		100 Pts	155	

# PriceCost Effectiveness Process

## SLPS Bond Underwriter Evaluation RFP # 001-1011 Aug-10

Price	\$ from Lowest	Points from Lowest	Award
\$ 854,560			0
\$ 658,750	\$ 232,500	10.85662254	9
\$ 503,750	\$ 77,500	3.61887418	16
\$ 465,000	\$ 38,750	1.80943709	18
\$ 426,250			20
\$ 854,560	Highest		
\$ (426,250)	Lowest		
\$ 428,310	Range		
\$ 21,416	Range/Points = \$ per Point		

Assigned zero points to the highest cost and twenty points to the lowest cost. Divided the range in dollars from lowest to highest costs by twenty points to calculate a dollar value per point. Divided the range from the lowest cost by the value per point and subtracted those points from twenty.





# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor George K. Buvm & Company / Loop Capital

Criteria	Weight	Evaluation	Comments
Total Price and Cost Effectiveness - Appropriate for Services Provided - Adequacy of Documentation of Cost - Cost within Budgetary Constraints	20 Pts	$\frac{20}{1} = 20$	\$2.75/1000 (1)
Missouri School District Experience/Demonstrated Expertise	20 Pts	20	strong K-12
Capital Strength	20 Pts	10	relatively small
Prior Working Relationship with the District - Prior Work Completed for the District - Level of Performance on Prior Work - Prior Work Completed for other School Districts	15 Pts	15	long history
Distribution Capability	15 Pts	7.5	relatively small
M/WBE Participation - Documents M/WBE Participation - Meets District Goals	10 Pts	10	Loop minority owned
Total Evaluation	100 Pts	82.5	



# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor Stern Brothers & Co / Edward Jones

Criteria	Weight	Evaluation	Comments
	20 Pts		
Total Price and Cost Effectiveness - Appropriateness for Services Provided - Adequacy of Documentation of Cost - Cost within Budgetary Constraints		$20/2 = 10$	\$300/1000 (2)
Missouri School District Experience/Demonstrated Expertise	20 Pts	15	
Capital Strength	20 Pts	20	
Prior Working Relationship with the District - Prior Work Completed for the District - Level of Performance on Prior Work - Prior Work Completed for other School Districts	15 Pts	10	
Distribution Capability	15 Pts	15	
M/WBE Participation - Documents M/WBE Participation - Meets District Goals	10 Pts	10	stern
Total Evaluation	100 Pts	80	



# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor Stifel Nicolaus/Wells Fargo/Buckhorn McCrory Berry & Co.

Criteria	Weight 20 Pts	Evaluation	Comments
Total Price and Cost Effectiveness - Appropriate for Services Provided - Adequacy of Documentation of Cost - Cost within Budgetary Constraints		$\frac{20}{3} = 6.67$	$4(3.25 - 4.25) / 1000 (3)$
Missouri School District Experience/Demonstrated Expertise	20 Pts	20	strong
Capital Strength	20 Pts	15	
Prior Working Relationship with the District - Prior Work Completed for the District - Level of Performance on Prior Work - Prior Work Completed for other School Districts	15 Pts	15	
Distribution Capability	15 Pts	15	
M/WBE Participation - Documents M/WBE Participation - Meets District Goals	10 Pts	5	
Total Evaluation	100 Pts	76.67	



# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor Bank of America/Merrill Lynch

<u>Criteria</u>		<u>Weight</u>	<u>Evaluation</u>	<u>Comments</u>
Total Price and Cost Effectiveness		20 Pts		
- Appropriate for Services Provided				
- Adequacy of Documentation of Cost				
- Cost within Budgetary Constraints				
Missouri School District Experience/Demonstrated Expertise		20 Pts		
Capital Strength		20 Pts		
Prior Working Relationship with the District		15 Pts		
- Prior Work Completed for the District				
- Level of Performance on Prior Work				
- Prior Work Completed for other School Districts				
Distribution Capability		15 Pts		
M/WBE Participation		10 Pts		
- Documents M/WBE Participation				
- Meets District Goals				
Total Evaluation		100 Pts		

\$5,697,000 (4)

strong

20

20

0

15

0

60



# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor Stern Brothers/Edward Jones

Criteria	Weight		Evaluation	Comments
	20 Pts			
Total Price and Cost Effectiveness - Appropriate for Services Provided - Adequacy of Documentation of Cost - Cost within Budgetary Constraints			17	3.00/1,000 (inc. w/p.)
Missouri School District Experience/Demonstrated Expertise	20 Pts		17	KCMO, Rockwood, Webster Groves QSCP, KCMO 17.9M ARPA Build America Bonds
Capital Strength	20 Pts		19	503B assets, 1.4B Capital 714M excess net cap.
Prior Working Relationship with the District - Prior Work Completed for the District - Level of Performance on Prior Work - Prior Work Completed for other School Districts	15 Pts		12	underwriting, banking
Distribution Capability	15 Pts		15	
M/WBE Participation - Documents M/WBE Participation - Meets District Goals	10 Pts		10	WBE
Total Evaluation	100 Pts		90	



# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor George K Baum/Loop

Criteria	Weight		Evaluation	Comments
	20 Pts			
Total Price and Cost Effectiveness - Appropriate for Services Provided - Adequacy of Documentation of Cost - Cost within Budgetary Constraints			20	2.75 / 1,000 4200,250 No expenses
Missouri School District Experience/Demonstrated Expertise	20 Pts		20	128 No districts - 807M
Capital Strength	20 Pts		7	64.6M total cap 34 M excess net cap
Prior Working Relationship with the District - Prior Work Completed for the District - Level of Performance on Prior Work - Prior Work Completed for other School Districts	15 Pts		15	Close - 1988 direct deposit SP 201
Distribution Capability	15 Pts		12	National Offices
M/WBE Participation - Documents M/WBE Participation - Meets District Goals	10 Pts		10	MBE
Total Evaluation	100 Pts		84	



# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor

*Bank of America/ML*

Criteria		Weight	Evaluation	Comments
Total Price and Cost Effectiveness		20 Pts		
- Appropriate for Services Provided				
- Adequacy of Documentation of Cost				
- Cost within Budgetary Constraints				
Missouri School District Experience/Demonstrated Expertise		20 Pts		
Capital Strength		20 Pts		
Prior Working Relationship with the District		15 Pts		
- Prior Work Completed for the District				
- Level of Performance on Prior Work				
- Prior Work Completed for other School Districts				
Distribution Capability		15 Pts		
M/WBE Participation		10 Pts		
- Documents M/WBE Participation				
- Meets District Goals				
Total Evaluation		100 Pts		

5.697/1,000 854,559.607

Parkway BO.UEM 2/09

5,855M - excess.net cap

NUM GPDL = #2  
School distr. underwriting = #2

large nationwide presence

77



# Evaluation Form

## General Obligation Bond Underwriting Services

RFP Number 001-1011

Name of Vendor

Shel Nicolas

Criteria		Weight	Evaluation	Comments
Total Price and Cost Effectiveness		20 Pts		
- Appropriate for Services Provided				
- Adequacy of Documentation of Cost				
- Cost within Budgetary Constraints			13	3,250/1,000 exempt 4,250/1,000 payable
Missouri School District Experience/Demonstrated Expertise		20 Pts		
			19	QSEB - 9 in Metro St. Louis 57M BAB - MO 924M (Ranked #3 nationally)
Capital Strength		20 Pts		
			15	736M total cap 178M excess net cap
Prior Working Relationship with the District		15 Pts		
- Prior Work Completed for the District				
- Level of Performance on Prior Work				
- Prior Work Completed for other School Districts			15	2009 Failed closing
Distribution Capability		15 Pts		
			15	
M/WBE Participation		10 Pts		
- Documents M/WBE Participation				
- Meets District Goals			87	Team 11/14
Total Evaluation		100 Pts	<del>87</del> 84	



**12**

**12**

**SAINT LOUIS PUBLIC SCHOOLS****Date:** September 7, 2010**To:** Dr. Kelvin R. Adams, Superintendent**From:** Dr. Carlinda Purcell, Dep. Supt., Academics**VENDOR SELECTION METHOD:**

- ☐ RFP/Bid  
☒ Sole Source  
☐ Contract Renewal  
☐ Ratification

Previous Bd. Res. #: 08-06-09-07

Agenda Item: 09-30-10-12  
 Information: ☐  
 Conference: ☐  
 Action: ☒

**SUBJECT:**

To enter into a contract with AmeriCorps St. Louis beginning September 27, 2010 through June 30, 2011 with an amount not to exceed \$220,000.

**BACKGROUND:**

AmeriCorps St. Louis will provide AmeriCorps members who will deliver a minimum of 40,000 hours of direct services to K-3 students for the period specified. Members will focus on reading ability and character education through mentoring. AmeriCorps members will assist in the district's efforts to improve academic achievement specifically in the area of language arts and to work on tasks related to safety concerns. Eight to ten schools will be selected at the discretion of the Superintendent.

AmeriCorps' designed information system will track hours of AmeriCorps member service, student progress in reading and behavior, student goals, after school program surveys and parental involvement.

**CSIP:** Goal 3: Resource**Row:** 145**MSIP:** 6.9.4**FUNDING SOURCE:** (ex: 110 Fund Type – 2218 Function– 6411 Object Code - 111 Location Code – 00 Project Code)

<b>Fund Source:</b> 640-1127-814-AM-640-6319		<b>Requisition #:</b>
<b>Amount:</b> 220,000		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Cost not to Exceed:</b> \$220,000.00	<input type="checkbox"/> Pending Funding Availability	<b>Vendor #:</b>

**Department:** Academics**Requestor:** Diane Cox

Dr. Carlinda Purcell, Dep. Supt., Academics

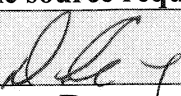
Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



## REQUEST FOR SOLE SOURCE PURCHASE

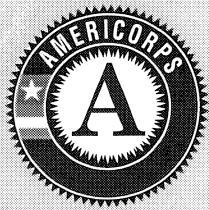
<b>Requestor: Dr. Diane Cox</b>	<b>Date: September 7, 2010</b>
<b>Department / School: Academics</b>	<b>Phone Number: 314.345.2215</b>
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
<b>Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)</b>	
AmeriCorps has been the only literacy program in SLPS that provides full-time tutorial service in reading for K-3 <sup>rd</sup> grade students, with clearly defined performance measures. AmeriCorps Member roles are very specific, and the focus is measurable. Members are trained in a tutor-specific skill set.	
<b>Vendor Name: AmeriCorps</b>	<b>Email: kathleen@americorps-stl.org</b>
<b>Vendor Contact: Kathleen Becherer</b>	<b>Phone Number: 314.772.9002</b>
<b>Justification Information</b>	
<b>1. Why the uniquely specified goods are required?</b>	
This is a unique program providing national service members and volunteers to assist St. Louis youth to achieve increased academic achievement, personal and civic responsibility and respect for people of different backgrounds.	
<b>2. Why good or services available from other vendors /competitors are not acceptable?</b>	
Cost effective program that is showing positive measures.	
<b>3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)</b>	
NA	
<b>4. List the Names of other Vendors contacted &amp; Price Quotes:</b>	
NA	
<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>	
<b>Your sole source request will not be approved without the required signatures below:</b>	
	
Department Head	Date
CFO	Date
Superintendent	Date



## Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: September 7, 2010
Dept / School: Academics		Reported By: Dr. Diane Cox
Vendor: AmeriCorps		Vendor #: 600006265
Contract # / P.O. / #:		Contract Name: Kathleen Becherer
Contract Amount: \$ 220,000		Award Date: August 2009
<b>Purpose of Contract (Brief Description):</b> AmeriCorps has been the literacy program in SLPS that provides full-time tutorial service in reading for K-3 <sup>rd</sup> grade students, with clearly defined performance measures.		
<b>Performance Ratings:</b> 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		
<b>Category</b>	<b>Rating</b>	<b>Comments (Brief)</b>
Quality of Goods / Services	5 4 ③ 2 1	Principals have expressed favorable feedback concerning these services.
Timeliness of Delivery or Performance	5 ④ 3 2 1	
Business Relations	5 ④ 3 2 1	
Customer Satisfaction	5 4 ③ 2 1	See note below
Cost Control	5 4 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 <input checked="" type="checkbox"/> No <input type="checkbox"/> Only if a program evaluation is conducted.		

\*While the results presented by the vendor indicate students received high ratings on the DIBELS screening, DIBELS does not correlate with MAP performance. A match of students' MAP scores/results indicate the majority of students served scored basic and below basic. A program evaluation will be conducted at the end of the 2010-2011 school year to determine continued/future funding.



## **AMERICORPS ST. LOUIS**

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### **PROGRAM DIRECTOR**

M. Kathleen Becherer

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In America, the wealthiest country in the world,  
one out of every six children lives in poverty;  
In America, where public education is available to all,  
the President has declared illiteracy to be a national crisis.  
And, in America, our greatest resource has always been each other.

Dr. Kelvin Adams, Superintendent  
St. Louis Public Schools  
801 N 11<sup>th</sup>  
St. Louis, MO 63101

August 18, 2010

Dear Dr. Adams,

Over the past 16 years, AmeriCorps St. Louis has committed fully to the outcomes that the St. Louis Public School District is working toward, and has loyally advocated for its success.

AmeriCorps St. Louis Education Corps has been the only literacy program in SLPS that provides full-time tutorial service in reading for K-3rd grade students, with clearly defined performance measures. AmeriCorps Member roles are very specific, and the focus is very measureable. Members are trained in a tutor-specific skill set. As a result, over the last four years alone, an average of 91% of the students we tutored can now read on grade level.

We recognize and appreciate fully that to secure this partnership the District has contributed substantially, consistently and at great sacrifice. In recognition of the AmeriCorps St. Louis on-going commitment and positive impact, earlier this year AmeriCorps St. Louis sought and received yet another three-year \$1.5 million federal grant beginning 2010-11. Since the inception of AmeriCorps in 1994, AmeriCorps St. Louis is the only program in the State of Missouri, to be continuously funded out of the 'competitive pool' restricted to exemplary AmeriCorps programs with strong verifiable impact, strong partnerships, high Member retention, and responsible fiscal management. This federal grant supporting our role in this partnership is contingent upon a renewed contract with the District to include \$220,000 matching dollars.

Several years ago, advised by the Great City Schools Report entitled: Raising Student Achievement in the St. Louis Public Schools, AmeriCorps St. Louis made a commitment to three recommendations:

- ✓ First: To begin reforms at the elementary level focusing attention on children in grades K-3 with intensive one-on-one tutoring in reading.
- ✓ Second: To set measurable goals for academic improvement and high expectations for performance by challenging students. Our goal is to bring a minimum of 75% of the children tutored to grade level by the end of the school year.

- ✓ And third: To monitor progress in real time, utilizing an outside assessment tool, LEARNS Literacy Assessment Profile (LLAP), developed by Bank Street School of Education and Northwest Learning Laboratory for all tutoring programs of the Corporation for National and Community Service; and,
- ✓ A standardized assessment tool provided by the SLPS District (recently we have used DIBELS, the Dynamic Indicators of Basic Early Literacy Skills) a minimum of three times a year. In 2010-11, we will gladly utilize whatever tool the District recommends

Over the 2010-11 school year, AmeriCorps St. Louis Education Corps is, again, willing to make a full time commitment to address critical literacy needs. Forty Education Corps Members will serve in teams assigned to 8-10 elementary schools, serving 6-8 children per Member. Each Member will provide full-time, intensive tutoring in reading for the entire school year, targeted at academically challenged students, ill prepared or already struggling in grades K-3<sup>rd</sup>.

A list of the 8 schools that were served last year is attached. At your request, AmeriCorps is willing to return to these schools, increase the number of schools from 8 to 10 and/or serve a differing set of schools that you recommend. Note, that over the years, AmeriCorps St. Louis has developed the following recommended criteria for site selection to include: need (low reading scores, high mobility, English Language Learners, and poverty); capacity to support AmeriCorps Members; an alignment of objectives and methodology; a commitment to extended day programming; synergy of other community partners (or the lack of other partners); assignment of an on-site reading coach; adequate resources (particularly space); a commitment to evaluation; a desire to embrace AmeriCorps Members as part of their school community; a commitment to be transparent and respectful of one another's institutional policies, governing rules and values; and, in some instances, past partnership history.

The process at each school is simple. Teachers recommend up to 10 students, grades K-3, for each of the Members. The referral process includes baseline data to verify that the child is academically challenged in comparison to his/her classmates, and is not receiving other special individual resources. Members then introduce themselves to parents and sign an agreement that allows AmeriCorps Members to tutor their child, and commit that they will be engaged in their child's learning. This joint commitment is for the entire year, with a goal of providing one-on-one tutoring three times a week.

In addition, AmeriCorps Members provide a safe place with enriching activities and/or homework assistance for students after school a minimum of two hours, three days a week. Members also facilitate special events for children and their families, e.g. the Annual Champion Ceremony to applaud student achievement. Members are also able to provide activities on weekends using a whole battery of resources of AmeriCorps St. Louis, to include our indoor climbing wall, outdoor experiential learning adventures, and our student 'give-away' library. Members understand that this is very much a full time commitment that requires an average of 43 hours per week.

Attached please find a contract that describes in detail the policies, procedures and prohibited activities of AmeriCorps, the scope of work, and the expectations of each party, to include access to all district student information and testing. Each school site also signs a letter of agreement which indicates an intention to support AmeriCorps service prohibitions.

One child at a time, AmeriCorps St. Louis expects to meet the critical deadline for reading comprehension by raising the reading skills of young learners. AmeriCorps St. Louis will utilize an aligned output, intermediate outcome, and end outcome to measure the results and impact of service activities.

We propose that our performance measures require that:

Each Member is responsible for 5-10 K-3<sup>rd</sup> grade students to provide intensive tutoring in reading for the entire school year

By the end of each school year, students tutored will show a marked improvement in reading according to LEARNS (Linking Education and America Reads through National Service) Literacy Assessment. (LLAP points and level targets differ by grade level)

There will be an increase in the reading level of students who are presently reading below grade level up to or above grade level. 75% of students will improve at least to basic grade level, 40% of whom will be able to read proficiently on grade level at the end of the year according to the Dynamic Indicators of Basic Early Literacy Skills (DIBELS) or another tool recommended by the District.

Thank you very much for shepherding our contract to the Board. I know that decisions this year are more difficult than ever. That said, I also know that AmeriCorps St. Louis is an investment well made.

In service to the children of St. Louis,



Kathleen Becherer, Program Director  
AmeriCorps St. Louis Education Corps

314-772-9002 office

314-378-3156 cell

Kathleen@americorps-stl.org

**AMERICORPS ST. LOUIS  
SLPS SCHOOL SITES**

**2009-2010 SITES**

**Hickey Elementary School**

3111 Cora Ave.  
St. Louis, MO 63115  
Principal: Peggy Starks

**Jefferson Elementary School**

1301 Hogan St.  
St. Louis, MO 63106  
Principal: Nathalie Means

**Mason School of Academic & Cultural Literacy**

6031 Southwest Ave.  
St. Louis, MO 63139  
Principal: Deborah Leto

**Mullanphy ILC Elementary School**

4221 Shaw Ave.  
St. Louis, MO 63110  
Principal: Kenneth Blanton

**Peabody Elementary School**

1224 S. 14th St.  
St. Louis, MO 63104  
Principal: Chereyl Spann

**Woerner Elementary School**

6131 Leona St.  
St. Louis, MO 63116  
Principal: Margaret (Peggy) Meyer

**Woodward Elementary School**

725 Bellerive Blvd.  
St. Louis, MO 63111  
Principal: Candice Carter-Oliver

**Henry Elementary School** (recommend to not return)

**POTENTIAL NEW/RESUMED SITE**

**Dewey International Studies Elementary School**

6746 Clayton Ave.  
St. Louis, MO 63139  
Principal: Jeanine Zitta



**Participating Agreement  
Between  
AmeriCorps St. Louis and The St. Louis Public School District  
2010-2011 School Year**

This participating agreement is entered into between Partnership For Youth Inc. d.b.a. AmeriCorps St. Louis and the St. Louis Public Schools (SLPS)

**I. Purpose:**

The purpose of this agreement is to acknowledge and support the service of AmeriCorps Members to the American public, particularly in the City of St. Louis and to the children of the St. Louis Public Schools.

**II. State of Mutual Benefits and Interests:**

The SLPS is committed to supporting academic excellence and safe extended-day learning environments that assist St. Louis youth to develop to their full potential.

AmeriCorps St. Louis is committed to providing National Service Members and volunteers to assist St. Louis youth achieve increased: academic achievement, personal and civic responsibility, and respect for people of different backgrounds.

Furthermore, AmeriCorps St. Louis is committed to enabling these expanded learning opportunities to take place in safe in-school and extended day learning environments. AmeriCorps St. Louis is committed to working in partnership with the St. Louis Public Schools (SLPS) in the pursuit of these goals.

The SLPS desires to partner with AmeriCorps St. Louis in order to provide a higher level of opportunity for the youth of St. Louis than would otherwise be possible with existing resources.

AmeriCorps is enabled by the National Service Act (42 USC 12501) and is intended to help "meet the unmet human, educational environmental and public safety needs of the United States, without displacing existing workers." In addition to the aforementioned purposes, AmeriCorps is committed to assisting public and private agencies in responding to urgent needs resulting from emergencies and disasters locally and nationally.

AmeriCorps is also committed to providing Members with meaningful development opportunities that will provide them with a sense of accomplishment, a strong ethic of service and effective teamwork skills that will help meet future challenges.

In consideration of the above premises, the parties hereto agree as follows:

**III. AmeriCorps Shall:**

1. Designate an agency representative that will coordinate and serve as a point-of-contact between AmeriCorps Members and the SLPS.
2. Recruit, screen and select Members utilizing the established AmeriCorps recruitment and selection process.
3. Provide basic skills and safety instructions, as well as, to enlist training from the St. Louis Public School District and other resources to foster skills that will prepare Members for service in St. Louis Schools.

4. Furnish AmeriCorps Members from September 27, 2010 through June 2011 to serve full-time as intensive reading tutors, and to facilitate extended school-day services at 8-10 St. Louis Public school sites. These Members will provide an aggregate minimum of 40,000 hours of direct service during this period.
5. Administer grant reporting requirements to the Corporation for National Service.
6. Administer grant reporting requirements to the Missouri Community Service Commission.
7. Administer Member benefits (living allowance, FICA, health insurance, education award)
8. Provide liability coverage in amounts that equal or exceed state liability requirements for any students involved in activities facilitated by AmeriCorps away from school.
9. Acquaint the St. Louis Public School District personnel with pertinent AmeriCorps policies and procedures.
10. Provide orientation for school administrators, site liaisons and teachers.
11. Facilitate on-going communication/support to site liaisons regarding critical site needs, Members' capacity to address those needs and monitoring of Members' service.
12. Ensure that AmeriCorps Members, as part of the school site teams, comply with the same policies and procedures that govern sites, as well as comply with AmeriCorps St. Louis Partners' basic standards.
13. Coordinate the direct service of AmeriCorps Members to improve reading levels, and supervise safe places for extended day learning.
14. Compile and report evaluation results of AmeriCorps Members' service at sites.
15. Generate media stories about AmeriCorps Members and service.

#### **IV. The SLPS Shall:**

1. Designate a representative for the District that will coordinate and serve as a point-of-contact between AmeriCorps Members and the SLPS.
2. The designee will meet with the AmeriCorps St. Louis representative for an initial orientation, a mid-term and year end review that may include other SLPS designees to ensure continuous quality improvement.
3. Will prominently display AmeriCorps signage at the office of SLPS as required of partnering agencies as mandated by the Corporation for National Service.
4. Provide additional training and career development experience for AmeriCorps Members as opportunities occur.
5. Recognize that Corps Members time will be spent on academic achievement and related tasks (e.g. parental involvement, curriculum and resource development).
6. Recognize that AmeriCorps Members are assigned no less than 5 and no more than 10 students to provide intensive tutoring service.
7. Understand that Members are to focus tutoring on language arts unless a specific agreement is made which expands the academic focus to another critical learning area. The SLPS District will provide a Dynamic Indicator of Basic Early Literacy Skills (DIBELS) pre-assessment, Developmental Reading Assessment (DRA) or other standardized assessment on every child to be tutored at the time of assignment. Post assessments are to be completed mid-term and in the Spring.
8. Acknowledge the unique role of AmeriCorps Members and stipulated Member service prohibitions. These include but are not limited to:

Organizing protests, petitions, boycotts, or strikes  
 Assisting or deterring union organizing  
 Impairing existing contracts or collective bargaining agreements  
 Religious activities  
 Activities that pose a significant safety risk to participants

#### Assignments that displace current or planned-for employees

In addition, AmeriCorps Members are prohibited from engaging in fund raising, lobbying activities or partisan political activities in the course of their duties. AmeriCorps Members may engage in these activities only on their own time, at their own expense, and at their own initiative. Members may be involved in soliciting resources to support specific Member project-based activities.

AmeriCorps Members may not perform services, duties, or activities that were assigned to an employee (for example, Members may not be temporarily or permanently reassigned tasks that are not related to the AmeriCorps objectives, nor may Members act as substitute teachers when regular teachers are absent).

AmeriCorps Members will not be used in a way that will displace an employee or position or infringe on an employee's opportunities for promotion.

Occasionally AmeriCorps Members will be asked to support citywide or national events, e.g. Make a Difference Day, Martin Luther King Jr. Weekend, Missouri Service Day, National Youth Service Day, and Life After AmeriCorps training. In order to participate in these mandated activities Members may be re-deployed from their service sites temporarily. School sites will be given as much notice as is possible of such re-deployment. This release time is not included within the direct AmeriCorps Member service hours covered by this agreement.

#### **V. It is Mutually Agreed and Understood By and Between the Parties that:**

1. In consideration for these services the SLPS will contribute a total of \$220,000 which will be combined with financial contributions of a greater amount from the private sector, to enable \$500,000 of Federal funds to support the aforementioned AmeriCorps Members service to schools.
2. The District will contribute its funding to Partnership For Youth, Inc. in 10 monthly payments, September-June, in equal amounts of \$22,000 for a total of \$220,000
3. AmeriCorps reserves the right to work on signature projects and participate in in-service training that support the AmeriCorps St. Louis community, ensure continuous quality improvement of direct service and do not detract from the direct service of Members at their school service sites.
4. Responsibility for direct supervision of any AmeriCorps Members including disciplinary actions will remain with AmeriCorps St. Louis.
5. Modifications within the scope of the instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by both parties, prior to any changes being performed. The SLPS is not obligated to fund any changes not properly approved in advance.
6. AmeriCorps shall comply with all Federal statutes relating to nondiscrimination and all applicable requirements of all other Federal laws, executive orders, regulations and policies. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (42 USC 2000d), which prohibits discrimination on the basis of race, color, disability, or national origin; (b) Title IX of the Education amendments of 1972, as amended (20 USC 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex.
7. This instrument in no way restricts AmeriCorps from participating in agreements with other public or private agencies, organizations, or individuals.
8. Nothing herein shall be considered as obligating the SLPS to expend future payment of money in excess of funding approved and made available for payment under this instrument and modifications thereto.

9. This instrument is executed as of the last date shown below and expires on June 30, 20010, at which time it will be subject to review, renewal or expiration.

The principal contacts for this instrument are:

Kathleen Becherer, Program Director of AmeriCorps St. Louis  
1315 Ann Av.  
St. Louis, MO 63104

and  
Dr. Kelvin Adams, Superintendent  
St. Louis Public Schools  
801 No 11th  
St. Louis, MO 63101

AmeriCorps St. Louis has the legal authority to enter into this instrument and the organizational and managerial capability sufficient to ensure proper planning, management and completion of the anticipated scope of service.

IN WITNESS WHEREOF, the parties hereto have executed this participating agreement as of the last written date below.

		
Kathleen Becherer	Date	Dr. Kelvin Adams
		Date





# SAINT LOUIS PUBLIC SCHOOLS

Date: September 7, 2010

To: Kelvin R. Adams, Ph.D.

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

## VENDOR SELECTION METHOD:

☐ RFP/Bid  
☐ Sole Source  
☒ Contract Renewal Previous Bd. Res. #  
☒ Ratification

08-20-09-08

Agenda Item:  
 Information:  
 Conference:  
 Action:

☐  
☐  
☐  
☒

09-30-10-13

## SUBJECT:

To ratify a renewal of the agency partnership agreement with Area Resources for Community and Human Services (ARCHS) for After School for All Partnership of St. Louis (A.S.A.P.) services which provide after school programming for SLPS students. The time span is from August 16, 2010 to June 30, 2011 at a cost of \$100,000.

## BACKGROUND:

The A.S.A.P. is committed to providing after school programming that will achieve positive outcomes for children. The District is a key member of the partnership and will be the recipient of assistance in management, monitoring, and evaluation of its after school programs which will serve approximately 3,000 students.

Studies have consistently shown that high quality after school programs can markedly increase engagement in learning by providing students with opportunities and experiences typically not available during the regular school day. Students who are engaged in after school programs behave better in school, have better work habits, higher educational aspirations, improved attitudes toward school, a greater sense of belonging in the community and better relationships with parents.

CSIP: Goal # SLPS Goal #2 - Process and Performance Row # 44 MSIP: 7.6.1

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

Fund Source: 640 - 1127 - 6319 - 814 - AM Non GOB	Requisition #: 10119950
Amount: \$ 100,000.00	
Fund Source: - - - -	Requisition #:
Amount:	
Fund Source: - - - -	Requisition #:
Amount:	
Cost not to Exceed: \$ 100,000.00	Pending Funding Availability Vendor #: 600013825

Department: Community Education

Requestor: John Windom

Angela Banks, Interim Budget Director

Ehos Moss, CFO/Treasurer

Kelvin R. Adams, Ph.D., Superintendent

Dr. Carlinda Purcell, Dep. Supt. - Academics

**CONTRACT RENEWAL FOR (After School for All Partnership (A.S.A.P) services)**

THIS CONTRACT RENEWAL AGREEMENT FOR After School for All Partnership services ("Agreement") made as of the 20<sup>th</sup> day of August, 2010, by and between The Special Administrative Board of the Transitional School District of the City of St. Louis (hereinafter "SLPS," "the District," or "SAB"), a corporate and metropolitan school district, with its principal office at 801 North 11<sup>th</sup> Street, Saint Louis, Missouri, and Area Resources for Community and Human Services (ARCHS), with its principal office at 539 North Grand Ave, St. Louis, MO 63103 (hereinafter referred to as "Contractor").

**Whereas**, SLPS and Contractor entered into a contractual agreement dated July 1, 2009, a true and correct Copy of which is attached hereto as ATTACHMENT 1 and hereby incorporated by this reference (hereinafter referred to as "The Contract"), however Attachment A to this document is the new Scope of Services,

**Whereas**, The Contract includes a renewal option,

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

1. **CONTRACT RENEWAL:** SLPS and Contractor agree to renew The Contract under the same terms and conditions with the exception of the dates of service,
2. **SCHEDULE OF COMPLETION:** The start date of the renewal agreement shall be the effective date of this Agreement. The end date shall be no later than June 30, 2010.
3. **CONTRACT AMOUNT:** The agreed upon contract renewal amount is \$100,000.00.
4. **ALL OTHER TERMS AND CONDITIONS:** All other terms and conditions shall be substantially the same as those set out in The Contract.
5. **AUTHORIZATION:** this Agreement is authorized by:

           **Board Resolution #**                     , attached hereto.

Or

           **Other:**

Or

           **Emergency Purchase Request**

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

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

**CONTRACTOR**  
ARCHS  
539 North Grand Ave.  
St. Louis, MO 63103

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**ATTACHMENT A**  
**SCOPE OF SERVICES**

**AFTER SCHOOL PROGRAM PARTNERSHIP**

**Partners:** ARCHS, sole fiscal and contract agent for A.S.A.P. and St. Louis Public Schools (SLPS).

**Purpose of Partnership:** To provide comprehensive after school programs for SLPS students annually. This partnership will lay the foundation for a coordinated, integrated model system of after school programs aligned with common outcomes for children.

Services provided by ARCHS:

- ARCHS will recruit and engage qualified community agencies to operate after school programs in the following St. Louis Public Schools, serving a minimum capacity of 48 children per program:

1. Ashland Elementary	15. Lyon@Blow K-8
2. Bryan Hill Elementary	16. Mallinckrodt Elementary
3. Compton Drew Middle	17. Mann Elementary
4. Cote Brilliante Elementary	18. Meramec Elementary
5. Dunbar Elementary	19. Nance Elementary
6. Froebel Elementary	20. Oak Hill Elementary
7. Gateway Middle	21. Peabody K-8
8. Herzog Elementary	22. Shenandoah Elementary
9. Hodgen Elementary	23. Sherman Elementary
10. Jefferson Elementary	24. Sigel Elementary
11. Laclede Elementary	25. Stevens Middle
12. Langston Middle	26. Walbridge Elementary
13. Lexington Elementary	27. Woerner Elementary
14. Long Middle	28. Woodward Elementary

- All programs will:
  - ✓ utilize best practice principals and professionally accepted quality standards.
  - ✓ be licensed by the Missouri Bureau of Child Care.
  - ✓ incorporate all 5 elements of effective programs: academic support/enrichment, health and recreation, social and life skills, character development, and parent and family involvement.
  - ✓ operate 5 days per week, a minimum of 3 hours per day when school is in session.
- All programs are targeted to begin the first day of school and run through the last day of school annually.
- SLPS will maintain custodial staff during the afterschool program hours in each school where the after school programs are located.
- SLPS will maintain a Security Dispatcher and two security officers that will be on call and available as needed to the after school programs until 6:00 p.m. each day the programs are in session.

1                   **The Board of Education of the City of St. Louis**

2                                   **And**

3                   **Area Resources for Community and Human Services (ARCHS)**

4                   **AGREEMENT TO PROVIDE AFTER SCHOOL SERVICES**

5                   This Agreement ("Agreement") made as of the 1st day of July 2009 by and between  
6                   The Board of Education of the City of St. Louis, governing body of the St. Louis Public  
7                   Schools, a Missouri Metropolitan School District (the "Board" or "District") with its  
8                   principal place of business located at 801 N. 11th Street, St. Louis, Missouri 63101, and  
9                   Area Resources for Community and Human Services ("ARCHS"), sole fiscal and contract  
10                  agent for the Afterschool for All Partnership (ASAP), located at 539 N. Grand Boulevard,  
11                  6<sup>th</sup> Floor, St. Louis, Missouri 63103.

12  
13                  **WHEREAS**, the Board and ARCHS have both expressed the desire to provide  
14                  quality after school programs for children attending the St. Louis Public Schools; and  
15

16                  **WHEREAS**, ARCHS is prepared to contract with five (5) agencies to provide after  
17                  school programs in ten (10) District Schools that have been selected in cooperation with the  
18                  Board; and  
19

20                  **WHEREAS**, the Board shall make available one hundred thousand dollars  
21                  (\$100,000) and ARCHS, via funding by the St. Louis Mental Health Board (MHB), shall  
22                  make available seven hundred thousand dollars (\$700,000) annually to fund after school  
23                  programs; and  
24

25                  **WHEREAS**, both parties desire the programs to begin on the first day of school  
26                  and end on the last day of school each year.  
27

28           **NOW, THEREFORE**, in consideration of the foregoing, and for other good and  
29 valuable consideration, the receipt and sufficiency of which are hereby acknowledged,  
30 the Board and ARCHS agree as follows:

31  
32           1. **Term.** This Agreement shall be effective as of the 1st day of July 2009 and  
33 shall continue so long as funding is available unless terminated earlier as  
34 provided herein.

35  
36           2. **Scope of Services.** ARCHS shall provide for an after school program more  
37 fully described in Attachment A, Scope of Services, attached hereto and  
38 incorporated herein and made a part of this Agreement ("Services").

39  
40           3. **Pledge of Cooperation.** The parties hereby pledge to each other to cooperate  
41 fully in all aspects of program implementation and operation. The person  
42 designated by the Board as its liaison to this program shall be Dr. Kelvin  
43 Adams, Superintendent, and the person designated as liaison by ARCHS shall  
44 be Wendell E. Kimbrough, Chief Executive Officer.

45  
46           4. **Subcontracting.** ARCHS is authorized to enter into subcontracts with  
47 vendors acceptable to District for the provision of the after school services.  
48 All such vendors shall carry comprehensive general liability insurance with  
49 coverage limits acceptable to the District, shall comply with and follow all  
50 applicable Board policies and regulations, and shall use only employees and  
51 agents who have been subject to adequate background checks.

52  
53           5. **Funding.** The District shall make available one hundred thousand dollars  
54 (\$100,000). ARCHS shall invoice the Board for its share of expenses of this  
55 program (\$100,000 annually), which invoice shall be paid within thirty days  
56 of submittal. Any amounts not paid within thirty days of submittal shall  
57 accrue interest at the rate of .5% per month, provided however that such  
58 interest cannot exceed the amount permitted by law.

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6. **Records and Audit Rights.** ARCHS shall maintain auditable and programmatically separate records for all Board funds received, and shall cooperate with the Board in maintaining such records. ARCHS shall submit reports summarizing or itemizing such records at the request of the Board, and ARCHS shall allow the Board or its authorized representative to inspect ARCHS' records which relate to the performance of the Agreement at any time. In the event an audit finds that funds were expended on items not authorized in this Agreement, the Board may request a refund from ARCHS.

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

8. **Entire Agreement - Amendment to Agreement.** This Agreement contains the complete agreement between the parties and, as of the effective date hereof, shall supersede all other agreements between the parties relating to the subject matter of this Agreement. Any change in this Agreement must be accomplished by a formal amendment signed and approved by and between the Board and ARCHS.

9. **Termination:** Either party may terminate this Agreement at any time by providing the other party with thirty days written notice of such termination.

92           Either party may terminate this Agreement at any time for material breach of  
93           contractual obligations by providing the other party with thirty days written  
94           notice of such termination. This Agreement shall not bind, nor purport to  
95           bind either party for any contractual commitment in excess of each party's  
96           annual contribution.

97           **10. Choice of Law.** This Agreement shall be construed according to the laws of  
98           the State of Missouri.

99           **10. Severability.** The parties consent to each term and provision of this  
100           Agreement. The terms and provisions of this Agreement are severable. In the  
101           event any term or provision hereof, or any application hereof shall be declared  
102           invalid or unenforceable by a court of competent jurisdiction, the remaining  
103           terms and provisions and/or application of such terms and provisions shall  
104           remain in full force and affect.

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106  
107           **11. Act or Practice.** No act, omission, custom, or practice of the parties that  
108           varies from the provisions of this Agreement shall waive any Party's right  
109           to demand exact compliance with its provisions.

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112           **12. Authorization.** This Agreement is authorized by Board Resolution  
113           # 08-20-09-08 (resolution # to be provided by Board).

114  
115  
116           **13. Notice.** Any notice required or permitted pursuant to this Agreement shall  
117           be deemed to have been given when delivered in person or sent postage  
118           prepaid via certified mail return receipt requested or via a nationally  
119           recognized overnight courier service and addressed:

120  
121  
122           To ARCHS:   Area Resources for Community  
123                           and Human Services  
124                           539 N. Grand Boulevard, 6<sup>th</sup> Floor  
125                           St. Louis, Missouri 63103  
126                           Attn: Chief Executive Officer

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To the Board: Board of Education of the City of St.  
Louis 801 North 11th Street  
St. Louis, Missouri 63010  
Attn: Superintendent - Legal Notice Enclosed

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

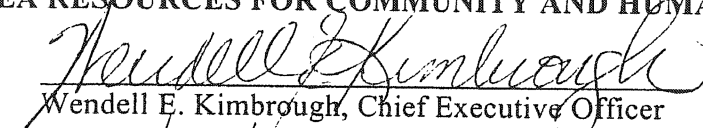
137

[Remainder of page intentionally left blank.]

138 In WITNESS WHEREOF, the Board and ARCHS have executed this Agreement as  
139 of the day and year written above.  
140  
141  
142

143 **AREA RESOURCES FOR COMMUNITY AND HUMAN SERVICES**

144  
145 By:

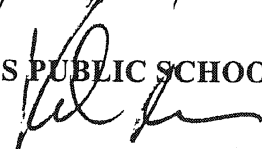
  
Wendell E. Kimbrough, Chief Executive Officer

146  
147  
148 Date:

11/12/09

149  
150 **SAINT LOUIS PUBLIC SCHOOLS**

151  
152  
153 By:

  
Dr. Kelvin Adams, Superintendent

154  
155  
156 Date:

11/16/2009

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**ATTACHMENT A**  
**SCOPE OF SERVICES**

**AFTER SCHOOL PROGRAM PARTNERSHIP**

**Partners:** ARCHS, sole fiscal and contract agent for ASAP, and St. Louis Public Schools (SLPS).

**Purpose of Partnership:** To provide comprehensive after school programs for SLPS elementary students annually. This partnership will lay the foundation for a coordinated, integrated model system of after school programs aligned with common outcomes for children.

**Services Provided by ARCHS:**

- ARCHS will recruit and engage qualified community agencies to operate 10 after school programs in the following St. Louis Public Elementary Schools, serving a capacity of 48 children per program:

1. Ashland
2. Cote Brillante
3. Herzog
4. Hodgen
5. Lexington
6. Sherman
7. Nance
8. Peabody
9. Mallinckrodt
10. Woerner

- All programs will:

- ✓ utilize best practice principles and professionally accepted quality standards.
- ✓ be licensed by the Missouri Bureau of Child Care.
- ✓ incorporate all 5 elements of effective programs: academic support/enrichment, health and recreation, social and life skills, character development and parent and family involvement.
- ✓ operate 5 days per week, a minimum of 3 hours per day when school is in session.

- All programs are targeted to begin the first day of school and run through the last day of school annually.
- SLPS will maintain custodial staff during the afterschool program hours in each school where the afterschool programs are located.
- SLPS will maintain a Security Dispatcher and two security officers that will be on call and available as needed to the afterschool programs until 6:00 p.m. each day the programs are in session.



**ST. LOUIS PUBLIC SCHOOL DISTRICT  
SUPERINTENDENT'S REPORT  
(August 20, 2009)**

**1.0 Preliminary**

**1.1 CONSENT AGENDA**

**1.2 Information Items**

- a) Accountability Update/ MAP Results
- b) Back to School Fair Report

**1.3 Business Items – Action Required**

- 08-20-09-01** To approve a contract with the University of Missouri-Columbia, Missouri Partnership for Educational Renewal (MPER) for the period July 1, 2009 through June 30, 2010 in an amount not to exceed \$138,600.00.  
Funding Source: GOB
- 08-20-09-02** To approve membership fees with the University of Missouri-Columbia, Missouri Partnership for Educational Renewal (MPER) for the period July 1, 2009 through June 30, 2010 in an amount not to exceed \$7,500.00.  
Funding Source: GOB
- 08-20-09-03** To approve the acceptance of the DESE 2009-2010 Homeless Children and Youth Discretionary Grant Award in the amount of \$149,772.00.  
Funding Source: DESE
- 08-20-09-04** To approve a third party contract with Blue Hills Community Service as a provider for implementation of non-public schools Title II-A and Title IV-A programs and activities at a cost not to exceed \$90,000.00.  
Funding Source: Title II - Title IV/Non-GOB
- 08-20-09-05** To approve the acceptance of a contract with Grace Hill Settlement House for Head Start services for the 2009-2010 school year.  
Funding Source: No cost to the District
- 08-20-09-06** To approve the adoption of a standard Memorandum of Understanding (MOU) to be used with community partners and agencies.  
Funding Source: No funding required.
- 08-20-09-07** To approve the purchase of backpacks from the Universal Business Supply, Co. to support the 2009-2010 Back to School Fair in an amount not to exceed \$19,880.00.  
Funding Source: GOB
- 08-20-09-08** To approve a contract with the After School for All Partnerships of St. Louis (ASAP) to provide after school programming for SLPS' students for the period August 20, 2009 through June 30, 2010 in an amount not to exceed \$100,000.00.  
Funding Source: Title I/Non-GOB

SAINT LOUIS PUBLIC SCHOOLS

Date: July 29, 2009

To: Kelvin R. Adams, Ph.D.

From: Carlinda Purcell, Ed.D., Deputy Superintendent for Academic Services

Agenda Item: 08-20-09-08  
Information: ☐  
Conference: ☐  
Action: ☒

**Subject:**

To approve a contract with the After School for All Partnership of St. Louis (A.S.A.P.) to provide after school programming for SLPS students from August 20, 2009 to June 30, 2010 at a cost not to exceed \$100,000.

**Background:**

The A.S.A.P. is committed to providing after school programming that will achieve positive outcomes for children. The District is a key member of the partnership and will be the recipient of assistance in management, monitoring and evaluation of its after school programs which will serve approximately 3,000 students.

Studies have consistently shown that high quality after school programs can markedly increase engagement in learning by providing students with opportunities and experiences typically not available during the regular school day. Students who are engaged in after school programs behave better in school, have better work habits, higher educational aspirations, improved attitudes toward school, a greater sense of belonging in the community and better relationships with parents.

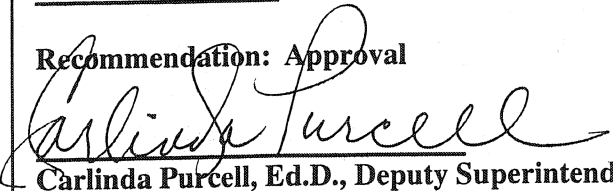
CSIP: G2, R44

MSIP: 7.6.1

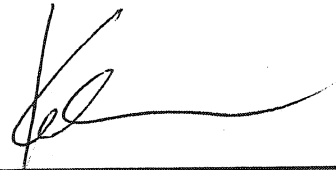
**Funding Source** : 230-2325-6319-802-CC-230  
**Cost not to exceed**: \$100,000

**Requisition No.**

**Recommendation: Approval**

  
Carlinda Purcell, Ed.D., Deputy Superintendent for  
Academic Services

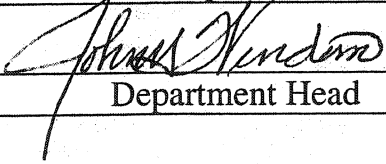
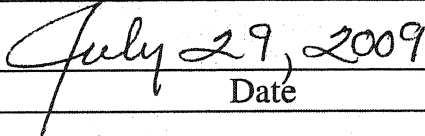
  
Enos Moss  
CFO / Treasurer

  
Kelvin R. Adams, Ph.D.  
Superintendent

AB MSK  
7/29/09



## REQUEST FOR SOLE SOURCE PURCHASE

<b>Requestor:</b> John Windom	<b>Date:</b> July 24, 2009
<b>Department / School:</b> Community Education	<b>Phone Number:</b> 345-4590
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
<b>Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)</b>	
Assistance with management, monitoring, and evaluation of after school programs.	
<b>Vendor Name:</b> Area Resources for Human and Community Services (ARCHS)	<b>Email:</b> <a href="mailto:kimbroughw@stlarchs.org">kimbroughw@stlarchs.org</a>
<b>Vendor Contact:</b> Wendell Kimbrough	<b>Phone Number:</b> 534-0022
<b>Justification Information</b>	
<b>1. Why the uniquely specified goods are required?</b>	
The District is a member of the After School for All Partnership (A.S.A.P.) and as such, engages key members of the group to assist with understanding the impact of after school programs.	
<b>2. Why good or services available from other vendors /competitors are not acceptable?</b>	
We are not aware of other vendors.	
<b>3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)</b>	
N/A	
<b>4. List the Names of other Vendors contacted &amp; Price Quotes:</b>	
N/A	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
<b>Your sole source request will not be approved without the required signatures below:</b>	
	
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:

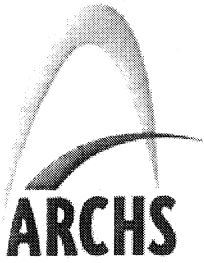
- Sole supplier (i.e. Regional Distributor)

- ☐ **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.



## ARCHS: After School - ASAP

*ARCHS is the largest provider of free after school services in the region. ARCHS is proud to provide leadership to ASAP.*

- Pre-K
- K-12
- Adult
- Community



### Find an After School Program for Your Family

#### **ARCHS & ASAP**

ARCHS is the largest area provider of **free/subsidized after school programs** - ensuring that students have a safe, fun and academically focused environment during non school hours. These programs also assure that parents can have greater flexibility with their work or school hours.

ARCHS has created a strategic community partnership with **St. Louis For Kids** to lead the After School For All Partnership (ASAP) - a result of the St. Louis Mayor's After School For All by 2010 Task Force. The goal of ASAP is to increase access to after school programs to area children and to create an organized after school network for the region to handle issues related to funding, quality and other issues.

Hundreds of area after school educators are receiving capacity building and professional development training via ARCHS and St. Louis for Kids. ARCHS serves as the fiscal agent of the partnership.

**ASAP is providing after school services to more than 4,000 students each year.**

[About ASAP](#)  
[ASAP Video](#)

*Attention Parents:*

## **After School is In - Check it Out**

*After School provides fun,  
learning-based programs for  
your child – led by trained and  
screened staffs.*

*It supports the school day, helps  
with homework and provides  
snacks, fitness and social  
activities – showcasing your  
child's talents and interests.*

*Enrollment forms are available  
in the school office.*

[www.stlasap.org](http://www.stlasap.org)

314-289-5640

# **A.S.A.P.**

After School for All Partnership for St. Louis



**Let's Partner:**

© ARCHS 539 N. Grand Ave. St. Louis, MO 63103  
314-534-0022 phone and 314-534-0055 fax  
[info@stlarchs.org](mailto:info@stlarchs.org)



**SAINT LOUIS PUBLIC SCHOOLS****Date:** September 7, 2010**To:** Dr. Kelvin R. Adams, Superintendent**From:** Dr. Carlinda Purcell, Dep. Supt., Academics**VENDOR SELECTION METHOD:**

- ☐ RFP/Bid  
☐ Sole Source  
☒ Contract Renewal  
☒ Ratification

Previous Bd. Res. #:

Agenda Item: 09-30-10-14  
 Information: ☐  
 Conference: ☐  
 Action: ☒

**SUBJECT:**

To ratify a contract renewal with Rensselaerville Institute dba School Turnaround to provide consultant services to Busch AAA Middle School for the period July 1, 2010 to June 30, 2011 at a cost not to exceed \$50,000.

**BACKGROUND:**

This resolution is to renew the contract for the services of School Turnaround at Busch AAA Middle School. School Turnaround provides intensive intervention and leadership development that will help the principal continue to turnaround the performance at Busch. A school turnaround specialist will be provided to initiate and supervise the ongoing professional development of the staff.

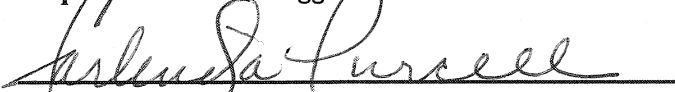
**CSIP:** Goal 1: Performance**Row:** 17**MSIP:**

9.6

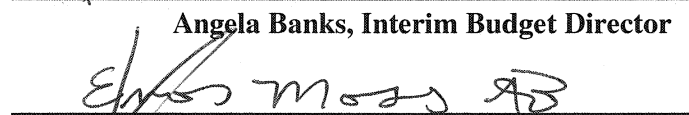
**FUNDING SOURCE:** (ex: 110 Fund Type – 2218 Function– 6411 Object Code - 111 Location Code – 00 Project Code)


<b>Fund Source:</b> 110-2325-6319-802-00	GOB	<b>Requisition #:</b>
<b>Amount:</b> \$50,000.00		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Cost not to Exceed:</b> \$50,000.00	<input type="checkbox"/> Pending Funding Availability	<b>Vendor #:</b>

**Department:** Curriculum & Instruction**Requestor:** Michael Haggen

  
 Dr. Carlinda Purcell, Dep. Supt., Academics

  
 Angela Banks, Interim Budget Director

  
 Enos Moss, CFO/Treasurer

  
 Dr. Kelvin R. Adams, Superintendent





## Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>	Report Date: May 21, 2010	
Dept / School: Academics	Reported By: Dr. Carlinda Purcell	
Vendor: School Turnaround	Vendor #: 6000139839	
Contract # / P.O. #: 4500148910	Contract Name: Gillian Williams	
Contract Amount: \$650,000	Award Date: July 1, 2009	
<b>Purpose of Contract (Brief Description):</b> Provide intensive intervention and leadership development to the principal and leadership teams of 14 schools. (Adams, Cole, Dunbar, Gateway Middle, Hickey, Monroe, Bunche, Carr Lane, Compton Drew, Fanning, Langston, Long, L'Ouverture, Stevens, Yeatman and Busch).		
<b>Performance Ratings:</b> 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 <del>4</del> 3 2 1	
Timeliness of Delivery or Performance	5 <del>4</del> 3 2 1	
Business Relations	5 <del>4</del> 3 2 1	
Customer Satisfaction	<del>5</del> 4 3 2 1	
Cost Control	<del>5</del> 4 3 2 1	
Average Score	4.4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

**15**

**15**



# SAINT LOUIS PUBLIC SCHOOLS

Date: September 7, 2010

From: Dr. Kelvin R. Adams, Superintendent

## VENDOR SELECTION METHOD:

<input type="checkbox"/>	RFP/Bid	_____
<input type="checkbox"/>	Sole Source	_____
<input type="checkbox"/>	Board Policy	_____
<input checked="" type="checkbox"/>	Authorization	_____

Agenda Item:  
Information:  
Conference:  
Action:

<input type="checkbox"/>	09-30-10-15
<input type="checkbox"/>	
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	

## SUBJECT:

To authorize the Superintendent to exercise discretion in the expenditure of School Improvement Grant (SIG) funds that become available. The discretion being requested includes the authority to accept the SIG funds when awarded and, for those items that are time sensitive, to present the expenditures to the Board as ratifications. DESE has indicated that the range of funds to be awarded to SLPS is \$2,483,081 to \$4,304,007.

## BACKGROUND:

Due to the timing of the SIG award, expenditure of the funds to provide maximum benefit to our SLPS students in the 2010-2011 school year will need to be on a very compressed time schedule. The Superintendent and the District staff have already done a great deal of planning and preparation for use of the funds in the presentation of the SIG response. The ability to place orders with identified vendors upon notification of the SIG award is critical to placing the resources and materials in the hands of the teachers and students as early in the school year as possible.

CSIP: Goal # SLPS Goal #2 - Process and Performance Row # 35 MSIP: 6.7.2

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

Fund Source: Fund 291 - - - Non GOB	Requisition #: .....
Amount:	
Fund Source: - - - -	Requisition #: .....
Amount:	
Fund Source: - - - -	Requisition #: .....
Amount:	
Cost not to Exceed: \$ -	Pending Funding Availability Vendor #:

Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



**SAINT LOUIS PUBLIC SCHOOLS****Date:** August 31, 2010**To:** Dr. Kelvin R. Adams, Superintendent**From:** Dr. Carlinda Purcell, Dep. Supt., Academics**VENDOR SELECTION METHOD:**

- ☐ RFP/Bid  
☒ Sole Source  
☐ Contract Renewal  
☐ Ratification

Previous Bd. Res. #:

Agenda Item: 09-30-10-16  
 Information: ☐  
 Conference: ☐  
 Action: ☒

**SUBJECT:**

To approve the purchase of System 44, Expert 21, Read 180 Tiered Intervention from Scholastic Inc and other ancillary hardware (computers, headsets, CD players, DVD, Printers) from various approved vendors. The cost is not to exceed \$694,682.

**BACKGROUND:**

This resolution is to purchase, from State School Improvement Grant funding, Scholastic's Reading Program as a 3-Tiered Intervention for those low performing middle schools who are included in the School Improvement Grant: Fanning, Langston, L'Ouverture. The 3 Tiers include System 44 for those students reading more than 3 years below level; Read 180 for those reading one to two years below level; Expert 21 for those students transitioning from READ 180 to the mainstream classroom.

**CSIP:** Goal 2: Process Performance**Row:** 18**MSIP:** 6.3.1**FUNDING SOURCE:** (ex: 110 Fund Type – 2218 Function– 6411 Object Code - 111 Location Code – 00 Project Code)

<b>Fund Source:</b> Fund 291	Non-GOB	<b>Requisition #:</b>
<b>Amount:</b> \$694,682.00		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Cost not to Exceed:</b> \$694,682.00	<input type="checkbox"/> Pending Funding Availability	<b>Vendor #:</b>

**Department:** Curriculum & Instruction**Requestor:** Michael Haggen

Dr. Carlinda Purcell, Dep. Supt., Academics

Angela Banks, Interim Budget Director

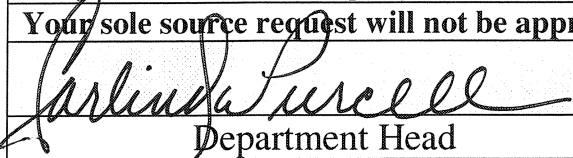
Enos Moss, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent





# REQUEST FOR SOLE SOURCE PURCHASE

<b>Requestor: Michael Haggen</b>	<b>Date: August 27, 2009</b>
<b>Department / School: Curriculum &amp; Instruction</b>	<b>Phone Number:</b>
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
<b>Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)</b>	
System 44, Expert 21, and Read 180 Tiered Intervention from Scholastic, Inc.	
<b>Vendor Name: Scholastic, Inc.</b>	<b>Email:</b>
<b>Vendor Contact:</b>	<b>Phone Number</b>
<b>Justification Information</b>	
<b>1. Why the uniquely specified goods are required?</b>	
Due to the package presentation from the vendor, the Read 180 program and its tiered intervention ideally fits the needs for the three middle schools and is consistent with the use of Read 180 throughout the District.	
<b>2. Why good or services available from other vendors /competitors are not acceptable?</b>	
The product is exclusive from the vendor chosen.	
<b>3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)</b>	
None.	
<b>4. List the Names of other Vendors contacted &amp; Price Quotes:</b>	
None.	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
<b>Your sole source request will not be approved without the required signatures below:</b>	
	
Department Head	Date
CFO	Date
Superintendent	Date

JKC

## Sole Source Checklist

### 1. Check one of the following:

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

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

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

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

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

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

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

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

- Document a search for additional suppliers

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

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

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

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

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

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

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

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

- Sole supplier (i.e. Regional Distributor)

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

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

- Complete Emergency Purchase Form

2. If the Sole Source Criteria is met, then complete the Sole Source Form;
3. If the Sole Source Criteria are no met, then the item must be bid.





## Budget Overview to Support (3) SIG Schools

The following budget provides Scholastic's Tiered Intervention Instructional Materials (READ 180, System 44 and Expert 21), Initial Training and On Going In-classroom Services and Ancillary Hardware Budget for (769) below proficient students in (3) School Improvement Grant Schools for school year 2010/11.

School	Proposal Value	Literacy Tiered Intervention Materials	Initial Training & On-Going In Classroom Support	Ancillary Hardware Budget	Total Savings
Fanning	\$ 286,520	\$ 176,002	\$ 84,698	\$ 25,820	\$ 48,529
Langston	\$ 243,509	\$ 148,893	\$ 72,706	\$ 21,910	\$ 42,742
L'Ovureture	\$ 233,371	\$ 127,481	\$ 84,902	\$ 20,988	\$ 35,384
<b>TOTAL</b>	<b>\$ 763,400</b>	<b>\$ 452,376</b>	<b>\$ 242,306</b>	<b>\$ 68,718</b>	<b>\$ 126,655</b>

The initial and on going cost to support Scholastic Solution servicing 769 students over three years:

Total cost for year #1: \$763,400

Total cost for year #2: \$206,950

Total cost for year #3: \$190,850



## Tiered Intervention Solution Budget (3) School Improvement Schools St Louis Public Schools

### Data Analytics

#### ***Goal: Targeting the Right Students at the Right Level***

Based upon the 2009 MAP Communication Arts Data Analysis conducted, it is estimated that approximately 769 of St Louis Public School students are reading below proficiency level within the three School Improvement Schools listed below. Of those 769 students, it is further estimated that 116 students are reading far below grade level (Tier III students). An estimated 577 students are reading at least one or more grade levels below (Tier II student). And an estimated 76 students are reading less than one year below proficient (Tier I).

#### ***Goal: Data-driven Placement in the Appropriate Intervention Program***

Based upon the analyzed 2009 MAP Communication Arts Data, it is recommended that 116 students be placed in Scholastic's *System 44* reading intervention program (Tier III), 577 students be placed in *READ 180* (Tier II) and 76 students will receive instruction using *Expert 21* (Tier I)

School	# of Below Basic Students 2009 MAP Data	# Basic Students 2009 MAP Data	# Below Proficient Students 2009 MAP Data	Estimated Tier 3 Intervention Students	Estimated Tier 2 Intervention Students	Estimated Tier 1 Intervention Students
Fanning	112	180	292	44	219	29
Langston	80	185	265	40	199	26
L'Ovureture	72	140	212	32	159	21
TOTAL	264	505	769	116	577	76



## Professional Support and Project Management Services to Ensure Success

St Louis Public Schools will have expert support to help manage, monitor, and drive improved results from the proposed School Improvement Grant Reading Initiative. Over 10 years of experience in partnering with districts around the country have shown Scholastic "what works" when implementing large-scale literacy improvement initiatives. This project strongly implements these proven best practices.

Based upon the Scholastic's experience and analysis of the nature of effective implementations, the following services are necessary to build a sustainable literacy achievement initiative:

### **Goal: Quick, efficient start-up of the intervention project**

Supporting Elements:

- Scholastic Installation of *READ 180* and *System 44* Software Programs
- Classroom setup of all new *READ 180* and *System 44* classrooms

### **Goal: Training that is efficient, effective and comprehensive.**

Supporting Elements:

- Two-day Initial Implementation trainings for new *READ 180* teachers
- One day follow-up Implementation Training for new *READ 180* teachers
- Half-day Leadership Training for district and building leaders

### **Goal: Professional development that is customized, responsive, monitored, and graduated.**

Supporting Elements:

- Two sessions of in-classroom support/training per month for each new teacher the first eight (8) months of the implementation;
- Enrollment in the *READ 180* on-line professional development course for *READ 180* teachers
- Initial and monthly training for the district-assigned *READ 180/System 44* literacy coaches;

### **Goal: Ensure the project is constantly moving forward toward a goal of maximized, measurable learning success for all involved students.**

Supporting Elements:

- An assigned Dedicated Project Manager to oversee all aspects of the Implementation
- Mid-year and End-of-Year Implementation Effectiveness Reports
- Mid-year and End-of-Year Data Analytics Student Gains Reports
- Onsite, Telephone, and Online technical support and relevant software updates

### **Why This Professional Development Plan Will Succeed:**

- A tiered and comprehensive professional development plan;
- Mid-year and end-of-year Data Analytics Gains reports and Implementation Effectiveness reports to track project effectiveness;
- Rigorous accountability measures of student reading achievement, fidelity of program implementation, and professional growth of the involved teachers.



## Tiered Intervention Instructional Materials

Scholastic has worked with some of the most challenging schools in the country to produce sustained gains in student achievement. We've seen first hand that it can be done. We know that literacy is an engine that drives far more than higher test scores. It drives self-esteem, confidence and a belief in student's ability to learn. Real change starts with culture: Successful schools are communities, comprised of students, teachers, leaders and parents who share a common vision for improvement. Scholastic's individual School Improvement School Proposals consist of the following materials, services and resources:

- A Legacy of Engaging Disenfranchised Students using Scholastic's Tiered Literacy Intervention Treatment Plan. Scholastic's three tiered literacy intervention treatment plan was built for students who feel disenfranchised from traditional curriculum.
- Research-Based and Proven to Work at Scale. *READ 180* is the most thoroughly researched and documented reading intervention program in the world. With (37) studies, five peer-reviewed journals and the Institute for Education Science's (IES) What Works Clearinghouse have all documented *READ 180*'s proven ability to raise reading achievement
- For your "Most Challenged Tier III Students" in literacy, we implement *READ 180*'s fourth and newest stage *System 44*, which focuses on foundational reading. For your "Struggling Tier II Students" we implement *READ 180* Stages A (Elementary), B (Middle) or C (High). All Tier I, on and above proficiency students will benefit from Expert 21.
- All students in each of the participating School Improvement buildings will have access to Scholastic's Reading Inventory (SRI).
- A Professional Development Team that can help you Build Capacity. Scholastic has over 225 consultants comprised of former reading specialists, coaches, school leaders, past *READ 180* teachers. These professionals partner with the district's teachers and administrators to insure fidelity of implementation and ultimately, student achievement.

We are honored to have the opportunity to join you in your journey to help raise reading achievement. The goals of this proposal are to leverage literacy intervention to help turnaround your School Improvement buildings:

- Provide a dedicated Project Manager to oversee the implementation
- Provide appropriate student materials and teacher resources
- Provide training of professional development of staff to ensure capacity building
- Provide ongoing in-classroom support to help sustain and to accelerate student achievement
- Provide the necessary technical support to ensure the technology components of the implementation run flawlessly



**SAINT LOUIS PUBLIC SCHOOLS**

Date: September 3, 2010

To: Dr. Kelvin R. Adams, Superintendent

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

**VENDOR SELECTION METHOD:**

- ☐ RFP/Bid  
☒ Sole Source  
☐ Contract Renewal  
☐ Ratification

Previous Bd. Res. #:

Agenda Item: 09-30-10-17  
 Information: ☐  
 Conference: ☐  
 Action: ☒

**SUBJECT:**

To ratify a sole source contract with Synesy Group to provide consulting, planning and writing services for the completion of the School Improvement Grant (SIG) application. The period of performance was June 20, 2010 to July 31, 2010 at a cost of \$16,500.00.

**BACKGROUND:**

After the three vendors on the DESE approved list of vendors were found to be unavailable to assist the District in writing the SIG application, DESE approved the use of Synesy Group. The application process was very short this year and the assistance of a skilled vendor to complete the application in the compressed timeframe was essential. Due to the efforts of Synesy and the District staff, the grant for SLPS will be between \$2.4M and \$4.3M for 2010-11.

CSIP: Goal 1: Performance

Row: 17

MSIP:

9.6

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

<b>Fund Source:</b> Fund 291	Non-GOB	<b>Requisition #:</b>
<b>Amount:</b> \$16,500.00		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Cost not to Exceed:</b> \$16,500.00	<input type="checkbox"/> Pending Funding Availability	<b>Vendor #:</b>


Department: Curriculum &amp; Instruction

Requestor: Michael Haggen

  
 Dr. Carlinda Purcell, Dep. Supt., Academics

  
 Angela Banks, Interim Budget Director


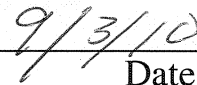

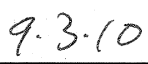
  
 Enos Moss, CFO/Treasurer

  
 Dr. Kelvin R. Adams, Superintendent





# REQUEST FOR SOLE SOURCE PURCHASE

<b>Requestor: Michael Haggan</b>	<b>Date: September 3, 2010</b>
<b>Department / School: Curriculum &amp; Instruction</b>	<b>Phone Number:</b>
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
<b>Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)</b>	
Synesy Group is one of a small group of vendors qualified to provide consulting, planning and writing of the School Improvement Grant (SIG) application.	
<b>Vendor Name: Synesy Group</b>	<b>Email:</b>
<b>Vendor Contact:</b>	<b>Phone Number</b>
<b>Justification Information</b>	
<b>1. Why the uniquely specified goods are required?</b>	
Only a small group of vendors is qualified by DESE to perform these functions.	
<b>2. Why good or services available from other vendors /competitors are not acceptable?</b>	
Due to the very short time given to complete the SIG application, Synesy Group was the only vendor that was able to perform the services within the time frame required.	
<b>3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)</b>	
<b>4. List the Names of other Vendors contacted &amp; Price Quotes:</b>	
<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>	
<b>Your sole source request will not be approved without the required signatures below:</b>	
 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.



**SAINT LOUIS PUBLIC SCHOOLS****Date:** September 7, 2010**To:** Dr. Kelvin R. Adams, Superintendent**From:** Dr. Carlinda Purcell, Dep. Supt., Academics**VENDOR SELECTION METHOD:**

- ☐ RFP/Bid  
☒ Sole Source  
☐ Contract Renewal  
☐ Ratification

Previous Bd. Res. #:

Agenda Item: 09-30-10-18  
 Information: ☐  
 Conference: ☐  
 Action: ☒

**SUBJECT:**

To ratify a sole source contract with Rensselaerville Institute dba School Turnaround to provide consultant services for the beginning of the school year to eight schools for the period July 1, 2010 to September 3, 2010 at a cost not to exceed \$178,000.

**BACKGROUND:**

This contract has provided the front end leadership development for Ashland, Columbia, Hamilton, Mann, Sigel, Sumner, Vashon and Walbridge that is needed for a school turnaround. The services have helped the staff start the new year with a sense of urgency and direction. The services will be paid out of the proceeds of the School Improvement Grant (SIG).


**CSIP:** Goal 1: Performance**Row:** 17**MSIP:**

9.6

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

<b>Fund Source:</b> Fund 291	Non-GOB	<b>Requisition #:</b>
<b>Amount:</b> \$178,000.00		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Cost not to Exceed:</b> \$178,000.00	<input type="checkbox"/> Pending Funding Availability	<b>Vendor #:</b>

**Department:** Curriculum & Instruction**Requestor:** Michael Haggen
  
 Dr. Carlinda Purcell, Dep. Supt., Academics

  
 Angela Banks, Interim Budget Director


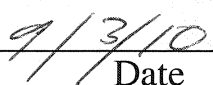
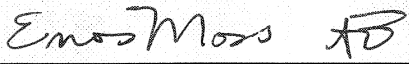

  
 Enos Moss, CFO/Treasurer

  
 Dr. Kelvin R. Adams, Superintendent





## REQUEST FOR SOLE SOURCE PURCHASE

<b>Requestor: Michael Haggan</b>	<b>Date: September 3, 2010</b>
<b>Department / School: Curriculum &amp; Instruction</b>	<b>Phone Number:</b>
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
<b>Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)</b>	
School Turnaround Services by a vendor designated by DESE.	
<b>Vendor Name: Rensselaerville Institute dba School Turnaround</b>	<b>Email:</b>
<b>Vendor Contact:</b>	<b>Phone Number</b>
<b>Justification Information</b>	
<b>1. Why the uniquely specified goods are required?</b>	
The eight schools identified are turnaround schools with new leadership and over 50% of staff needing staff development and pre-opening day training for key leadership staff.	
<b>2. Why good or services available from other vendors /competitors are not acceptable?</b>	
School Turnaround already works with 14 other schools in the District, so providing the same service to prepare schools for opening the school year is necessary for the District to have a consistent approach.	
<b>3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)</b>	
<b>4. List the Names of other Vendors contacted &amp; Price Quotes:</b>	
<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>	
<b>Your sole source request will not be approved without the required signatures below:</b>	
 Department Head	 Date
 CFO	 Date
Superintendent	Date

## Sole Source Checklist

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

- Complete Emergency Purchase Form

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



**RESOLUTION**

**09-30-10-19**

**APPROVED AT THE**

**9/9/10 MEETING**







**SAINT LOUIS PUBLIC SCHOOLS**

Date: September 15, 2010

To: Dr. Kelvin R. Adams, Superintendent

From: Enos Moss, CFO/Treasurer

**VENDOR SELECTION METHOD:**

- ☐ RFP/Bid  
☐ Sole Source  
☐ Contract Renewal  
☒ Financial Report

Previous Bd. Res. #:

Agenda Item: 10-14-10-01  
Information: ☐  
Conference: ☐  
Action: ☒

**SUBJECT:**

Monthly Transaction Report for August 2010.

**BACKGROUND:**

CSIP: Goal 2: Process Performance

Row: 73

MSIP: 8.5.1

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

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department:

Requestor:

Angela Banks, Interim Budget Director

Enos Moss, CFO/Treasurer

  
Dr. Kelvin R. Adams, Superintendent

## Monthly Budget Report

Dates: 08-01-2010 - 08-31-2010

Fiscal Year: 2010 - 2011

## 120--INCIDENTAL

1 SAP Hierarchy Doc #: 0501678229  
SAP Entry Doc #: 0501678191

From: 110-1663 - 827-00-110 - 6149 1,729.58-  
To: 120-1663 - 827-00-120 - 6143 1,729.58

Control No: B1011-0324

From Amount: 1,729.58-

To Amount: 1,729.58

Text: Transfer back unneeded dollars that were used to cover the extended summer school salary and benefit expenses for two principals and two secretaries. Original transfer did not move enough money into extra service. After posting of payroll this account had a negative balance of \$1,729.58. This transfer covers the negative amount.

2 SAP Hierarchy Doc #: 0501678155  
SAP Entry Doc #: 0501678117

From: 110-2411 - 117-00-110 - 6149 2,340.00-  
110-2411 - 117-00-110 - 6231 179.01-

110-2411 - 117-00-110 - 6261 65.52-

To: 120-2122 - 117-55-120 - 6261 65.52

120-2122 - 117-55-120 - 6231 179.01

120-2122 - 117-55-120 - 6143 2,340.00

Control No: B1011-0182

From Amount: 2,584.53-

To Amount: 2,584.53

Text: Transfer funds to pay counselors extra service.

3 SAP Hierarchy Doc #: 0501678194  
SAP Entry Doc #: 0501678156

From: 110-2411 - 156-00-110 - 6149 612.48-  
To: 120-2122 - 156-55-120 - 6143 612.48

Control No: B1011-0257

From Amount: 612.48-

To Amount: 612.48

## Monthly Budget Report

Dates: 08-01-2010 - 08-31-2010

Fiscal Year: 2010 - 2011

Text: Payment for 24 hours served as counselor that missed the payroll  
deadline in June 2010 of 2009-10 fiscal year.

4 SAP Hierarchy Doc #: 0501678230

SAP Entry Doc #: 0501678192

From:	110-2411	- 458-00-110	- 6411	1,200.00-
To:	120-2411	- 458-00-120	- 6143	1,200.00
Control No:	B1011-0330			
From Amount:				1,200.00-
To Amount:				1,200.00

Text: Transfer of appropriations for extra service at Farragut School.

## Monthly Budget Report

Dates: 08-01-2010 - 08-31-2010

Fiscal Year: 2010 - 2011

## 231-Title I IASA

1 SAP Hierarchy Doc #: 0501678243  
SAP Entry Doc #: 0501678205

From:	231-2336	- 822-RM-231	- 6371	226,000.00-
To:	231-2336	- 822-RM-231	- 6364	1,000.00
	231-2336	- 822-RM-231	- 6363	2,000.00
	231-2336	- 822-RM-231	- 6261	2,800.00
	231-2336	- 822-RM-231	- 6386	3,000.00
	231-2336	- 822-RM-231	- 6443	3,000.00
	231-2336	- 822-RM-231	- 6383	5,000.00
	231-2336	- 822-RM-231	- 6384	6,000.00
	231-2336	- 822-RM-231	- 6231	7,650.00
	231-2336	- 822-RM-231	- 6319	45,000.00
	231-2336	- 822-RM-231	- 6411	50,550.00
	231-2336	- 822-RM-231	- 6149	100,000.00

Control No: B1011-0437

From Amount: 226,000.00-

To Amount: 226,000.00

Text: To transfer 231 Title 1 funds to set up homeless program for the  
2010-2011 school year.

## Monthly Budget Report

Dates: 08-01-2010 - 08-31-2010

Fiscal Year: 2010 - 2011

## 260-COMM DEVELOP AGENCY

1 SAP Hierarchy Doc #: 0501678183  
SAP Entry Doc #: 0501678145

From:	260-1671	- 827-00-260	- 6371	154,047.45-
To:	260-1673	- 041-00-260	- 6261	143.71
	260-1673	- 034-00-260	- 6261	181.05
	260-1673	- 037-00-260	- 6261	197.24
	260-1673	- 038-00-260	- 6261	207.30
	260-1673	- 033-00-260	- 6261	231.15
	260-1673	- 045-00-260	- 6261	299.28
	260-1673	- 042-00-260	- 6261	319.90
	260-1673	- 035-00-260	- 6261	321.50
	260-1673	- 049-00-260	- 6261	347.10
	260-1673	- 041-00-260	- 6231	392.63
	260-1673	- 168-00-260	- 6261	419.84
	260-1673	- 027-00-260	- 6261	459.49
	260-1673	- 043-00-260	- 6261	471.81
	260-1673	- 049-00-260	- 6164	493.00
	260-1673	- 034-00-260	- 6231	494.66
	260-1673	- 037-00-260	- 6231	538.88
	260-1673	- 038-00-260	- 6231	566.38
	260-1673	- 037-00-260	- 6143	623.50
	260-1673	- 033-00-260	- 6231	631.52
	260-1673	- 045-00-260	- 6231	817.68
	260-1673	- 042-00-260	- 6231	874.00
	260-1673	- 035-00-260	- 6231	878.39
	260-1673	- 038-00-260	- 6143	885.00
	260-1673	- 049-00-260	- 6231	948.35
	260-1673	- 034-00-260	- 6319	975.00
	260-1673	- 033-00-260	- 6164	1,081.00
	260-1673	- 049-00-260	- 6143	1,100.00
	260-1673	- 168-00-260	- 6231	1,147.07
	260-1673	- 041-00-260	- 6164	1,169.40
	260-1673	- 027-00-260	- 6231	1,255.39
	260-1673	- 043-00-260	- 6231	1,289.06
	260-1673	- 041-00-260	- 6143	1,302.50

## Monthly Budget Report

Dates: 08-01-2010 - 08-31-2010

Fiscal Year: 2010 - 2011

260-1673	- 027-00-260	- 6164	1,321.24
260-1673	- 035-00-260	- 6149	1,682.00
260-1673	- 033-00-260	- 6163	2,190.00
260-1673	- 045-00-260	- 6143	2,250.00
260-1673	- 041-00-260	- 6149	2,660.58
260-1673	- 034-00-260	- 6149	2,964.00
260-1673	- 027-00-260	- 6319	3,000.00
260-1673	- 043-00-260	- 6164	3,205.58
260-1673	- 034-00-260	- 6143	3,502.09
260-1673	- 043-00-260	- 6143	3,737.50
260-1673	- 045-00-260	- 6149	4,020.00
260-1673	- 045-00-260	- 6165	4,418.56
260-1673	- 042-00-260	- 6164	4,747.03
260-1673	- 033-00-260	- 6143	4,984.21
260-1673	- 037-00-260	- 6149	6,420.62
260-1673	- 038-00-260	- 6149	6,518.61
260-1673	- 042-00-260	- 6149	6,677.84
260-1673	- 168-00-260	- 6411	8,090.00
260-1673	- 035-00-260	- 6143	9,800.27
260-1673	- 043-00-260	- 6149	9,907.36
260-1673	- 049-00-260	- 6149	10,803.73
260-1673	- 168-00-260	- 6143	14,994.35
260-1673	- 027-00-260	- 6149	15,089.10

Control No: B1011-0227

From Amount:

To Amount:

154,047.45-

154,047.45

Text: Reallocate CDA funds to set up budgets from July 2010 through  
December 2010.



## Monthly Budget Report

Dates: 08-01-2010 - 08-31-2010

Fiscal Year: 2010 - 2011

## 640-FED STIMULUS-TITLE I

1 SAP Hierarchy Doc #: 0501678216  
SAP Entry Doc #: 0501678178

From:	640-1127	- 814-AM-640	- 6371	109,345.50-
To:	640-1177	- 193-AD-640	- 6261	252.00
	640-1177	- 194-AD-640	- 6261	252.00
	640-1177	- 144-AD-640	- 6261	252.00
	640-1177	- 173-AD-640	- 6261	252.00
	640-1177	- 694-AD-640	- 6261	252.00
	640-1177	- 125-AD-640	- 6261	252.00
	640-1177	- 183-AD-640	- 6261	252.00
	640-1177	- 186-AD-640	- 6261	252.00
	640-1177	- 114-AD-640	- 6261	252.00
	640-1177	- 111-AD-640	- 6261	252.00
	640-1177	- 117-AD-640	- 6261	252.00
	640-1177	- 114-AD-640	- 6231	688.50
	640-1177	- 125-AD-640	- 6231	688.50
	640-1177	- 193-AD-640	- 6231	688.50
	640-1177	- 194-AD-640	- 6231	688.50
	640-1177	- 117-AD-640	- 6231	688.50
	640-1177	- 144-AD-640	- 6231	688.50
	640-1177	- 111-AD-640	- 6231	688.50
	640-1177	- 694-AD-640	- 6231	688.50
	640-1177	- 173-AD-640	- 6231	688.50
	640-1177	- 186-AD-640	- 6231	688.50
	640-1177	- 183-AD-640	- 6231	688.50
	640-1177	- 186-AD-640	- 6143	9,000.00
	640-1177	- 117-AD-640	- 6143	9,000.00
	640-1177	- 125-AD-640	- 6143	9,000.00
	640-1177	- 114-AD-640	- 6143	9,000.00
	640-1177	- 144-AD-640	- 6143	9,000.00
	640-1177	- 694-AD-640	- 6143	9,000.00
	640-1177	- 194-AD-640	- 6143	9,000.00
	640-1177	- 193-AD-640	- 6143	9,000.00
	640-1177	- 111-AD-640	- 6143	9,000.00
	640-1177	- 183-AD-640	- 6143	9,000.00

## Monthly Budget Report

Dates: 08-01-2010 - 08-31-2010

Fiscal Year: 2010 - 2011

9,000.00

640-1177 - 173-AD-640 - 6143

Control No: B1011-0307

From Amount:

109,345.50-

TO Amount:

109,345.50

Text: Transfer 640 Stimulus Title I funds to setup after school liaison  
program for the Title I High Schools for the 2010-2011 School Year.



**SAINT LOUIS PUBLIC SCHOOLS****Date:** September 21, 2010**To:** Dr. Kelvin R. Adams, Superintendent**From:** Deanna Anderson, Exec. Dir., Transport Food Svcs**VENDOR SELECTION METHOD:**

- ☐ RFP/Bid  
☐ Sole Source  
☐ Contract Renewal  
☒ Approval of Bus Routes

Previous Bd. Res. #: 07-06-10-19

Agenda Item: 10-14-10-02  
 Information: ☐  
 Conference: ☐  
 Action: ☒

**SUBJECT:**

Request approval of fall bus routes for the FY10-11 school year. The report detailing the bus routes is available in the Board Office.

**BACKGROUND:**

As stipulated in the Department of Elementary and Secondary Education School Transportation Administrator's Handbook; Title 5, 5CSR 30-61.00 requirements for the Operation of School Buses; Paragraph 1B:

"School bus routes over which school buses travel shall be approved by public school district board of education action for its initial approval."

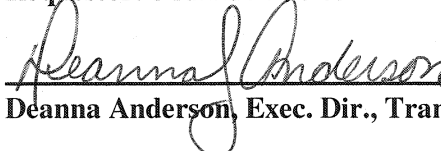
School bus routes are established at the beginning of the school year and adjusted during the year to accommodate changes because of mobility of the students, enrollment, and ridership. The school bus routes for the 10-11 school year are located in the Board Office. In the St. Louis Public Schools, over 20,000 students are eligible for school bus transportation. There were 312 bus routes established at the beginning of the school year and over 5,000 bus stops. It is recommended that the Special Administrative Board of the Transitional School District of the City of St. Louis approve the fall school bus routes.


**CSIP:** Goal 2: Process Performance    **Row:** 110    **MSIP:** 8.10.1

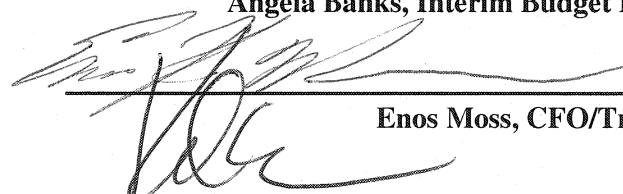
**FUNDING SOURCE:** (ex: 110 Fund Type – 2218 Function– 6411 Object Code - 111 Location Code – 00 Project Code)

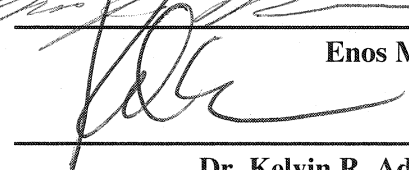
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Fund Source:</b>		<b>Requisition #:</b>
<b>Amount:</b>		
<b>Cost not to Exceed:</b> \$ 0.00	<input type="checkbox"/> Pending Funding Availability	<b>Vendor #:</b>

**Department:** Transportation**Requestor:** Deanna Anderson

  
 Deanna Anderson, Exec. Dir., Transport Food Svc.

  
 Angela Banks, Interim Budget Director

  
 Enos Moss, CFO/Treasurer

  
 Dr. Kelvin R. Adams, Superintendent