

BOARD MEETING

August 15, 2013

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

**ST. LOUIS PUBLIC SCHOOL DISTRICT
SUPERINTENDENT'S REPORT
August 15, 2013**

AMENDED: 8-13-13*

1.0 Preliminary

1.1 CONSENT AGENDA

1.2 Information Item(s)

a) Back to School Fair

1.3 Business Item(s) – Action Required

a) Consent Agenda

08-15-13-01 To approve the amendment of Board Resolution Number 08-09-12-06 to increase the cost for transportation services provided by Metropolitan Taxicab Corporation, Express Medical Transporters, Inc., and Harris Taxicab Company. This amended request also includes the reimbursement to those county districts for SLPS' share of transportation costs for students that are transmitted to SLPS from the county due to being in transition. The total combined dollar amount requested is \$429,975.40, pending funding availability.

FUNDING SOURCE: GOB

08-15-13-02 To ratify approval of a contract renewal with Steven R. Carroll and Associates for legislative representation of the St. Louis Public Schools for the period of July 1, 2013 through June 30, 2014 in an amount not to exceed \$83,000, pending funding availability.

FUNDING SOURCE: GOB

08-15-13-03 To approve a contract renewal with Project Construct to provide professional development to pre-school teachers for the period of September 1, 2013 through June 30, 2014 at a cost not to exceed \$100,000, pending funding availability.

FUNDING SOURCE: NON-GOB

08-15-13-04 To approve a contract renewal with Blue Hills Community Services for disbursement of funds to non-public schools for Title II-A and Title III Part A program for the period of October 1, 2013 through September 30, 2014 at a total cost not to exceed \$251,500, pending funding availability.

FUNDING SOURCE: NON-GOB

08-15-13-05 To approve a contract renewal with School Improvement Network to provide a bundled system for teacher effectiveness and support for the components of the PD 360, Observation 360 and Common Core 360 systems for the period of August 15, 2013 through June 30, 2014 at a total cost not to exceed \$390,320.37, pending funding availability.

FUNDING SOURCE: NON-GOB

- 08-15-13-06** To approve a sole source contract renewal with EnTeam Organization to provide curriculum and professional development services to students and teachers as it relates to the High School Initiative Grant and the Transition Summer School program for the period of August 31, 2013 through June 30, 2014 at a total combined cost not to exceed \$90,000, pending funding availability.
FUNDING SOURCE: NON-GOB
- 08-15-13-07** To approve a membership renewal with the Missouri State High School Activities Association (MSHSAA) for the period of September 1, 2013 through August 31, 2014 at a cost not to exceed \$25,370.72, pending funding availability.
FUNDING SOURCE: GOB
- 08-15-13-08** To approve the St. Louis Public Schools' benefit cost for the plan year 2014 at an estimated amount of \$27,583,817 annually, pending funding availability.
FUNDING SOURCE: ALL FUNDS
APPROVED AT THE
JULY 18, 2013 MEETING
- 08-15-13-09** To approve the Parent Information Guide/Student Code of Conduct Handbook for the 2013-2014 school year.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 08-15-13-10** To approve the purchase of fitness supplies for the Aim to Fitness Grant from the selected vendors (*noted under the "background information" on the Resolution*) at a total combined cost not to exceed \$160,000, pending funding availability.
FUNDING SOURCE: NON-GOB
- 08-15-13-11** To approve a sole source purchase from Houghton Mifflin Harcourt for instructional materials for Advanced Placement US Government and Politics books for the 2013-2014 school year at a total combined cost not to exceed \$11,492, pending funding availability.
FUNDING SOURCE: NON-GOB

SEPTEMBER 5, 2013 ITEMS FOR CONSIDERATION

- 09-05-13-01** To approve the June 2013 Monthly Transaction Report.
- 09-05-13-02** To ratify the District's participation in the Public Education Leadership Program (PELP) at Harvard University for the period of July 8, 2013 through July 12, 2013 at a cost of \$41,400.
FUNDING SOURCE: GOB
- 09-05-13-03** To approve the 2014 SLPS District Tuition Rate of \$15,658 per pupil.
- 09-05-13-04** To ratify the purchase of \$50 Office Max gift cards for each new teacher as a part of the new Teachers Matter Initiative at a cost not to exceed \$12,500.
FUNDING SOURCE: GOB

- 09-05-13-05** To approve the amendment of Board Resolution #10-28-10-10, a contract with Kwame Building Group, to increase the cost by \$775,000 and to extend the expiration date to October 29, 2015. This increase will provide continued construction management services for the proposed new elementary school to be built in the Tower Grove neighborhood. If approved, the revised total cost of the contract will be \$6,925,000. This increase will be funded through the Proposition S Bond Program.
FUNDING SOURCE: PROPOSITON S
- 09-05-13-06** To approve the amendment of Board Resolution #02-17-11-08, a contract with ID/IQ Architects, to increase the cost by \$1,200,000 and to extend the expiration date to October 29, 2015. This increase, at 8% of the \$15 million total construction cost, will provide continued architectural, engineering and planning services for the proposed new elementary school to be built in the Tower Grove neighborhood. If approved, the total cost of the contract will now be ~~\$2,200,000~~ \$3,200,000*. This increase will be funded through the Proposition S Bond Program.
FUNDING SOURCE: PROPOSITION S
- 09-05-13-07** To approve an Addendum to the agreement for transportation services provided by First Student, Inc. that will provide van service for the Students in Transition program during the FY13-14 school year.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-08** To approve the membership with CharacterPlus of Cooperating School Districts. CharacterPlus will provide the staff of the St. Louis Public Schools access to research-based training and concentrate resources in selected schools through the development and usage of an intentionally designed plan by the school's leadership team and administrator. The membership will be for the period of September 6, 2013 to June 30, 2014 in an amount not to exceed \$6,900.
FUNDING SOURCE: NON-GOB
- 09-05-13-09** To request for course additions in the area of "Honors" to be reactivated for the 2013-2014 Academic School Year.
FUNDING SOURCE: NON-GOB
- 09-05-13-10** To approve a sole source contract with Defined Learning, LLC, to provide Defined STEM (science, technology, engineering, and math) curriculum and professional development resources to teachers in three District elementary schools, for the period of September 6, 2013 through August 3, 2014 in an amount not to exceed \$7,485.
FUNDING SOURCE: NON-GOB
- 09-05-13-11** To approve the purchase of music supplies and repair services for the music programs at the schools on an as needed basis from the vendors listed (*noted under the "background information" on the Resolution*) for the 2013-2014 School Year. The total combined cost of the music supplies and repair services will not exceed \$85,000.
FUNDING SOURCE: GOB

- 09-05-13-12** To approve the Memorandum of Understanding (MOU) with Washington University to provide tutoring in the subjects of Communication Arts and Math at Ford and Laclede Elementary Schools for approximately 80 selected grade 3-5 students. The name of the program is Each One Teach One. The MOU will be for a period of September 6, 2013 to June 30, 2014.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-13** To approve the Memorandum of Understanding (MOU) with Washington University to provide high school students the opportunity to seek scientific careers and increase participation of underrepresented groups in science by bringing resources and scientists directly to teachers and students through the Young Scientist Program. MOU will be for the period of September 6, 2013 through June 30, 2014.
FUNDING SOURCE: NO COST TO THE DISTRICT
- 09-05-13-14** To ratify the acceptance of funds from Aramark in the amount of \$9,800 to support the Back to School Festival.
FUNDING SOURCE: GOB
- 09-05-13-15** To ratify the purchase of movie theater tickets and passes from the Arnold 14 Cinema (a Wehrenberg Theater) for the Summer School Perfect Attendance Incentive Program. The cost of the tickets was \$12,750. Over 1,300 K-6 students participated in the theater going experience. Additionally, movie passes were purchased for high school students with perfect attendance during summer school. Donated funds were used for this expenditure.
FUNDING SOURCE: NON-GOB
- 09-05-13-16** To approve the contract renewal with Grace Hill Head Start to provide the framework for the cooperative efforts between Grace Hill Head Start and SLPS. The program will be for the period of September 6, 2013 to June 30, 2014 at no cost to the District.
FUNDING SOURCE: NO COST TO THE DISTRICT
- 09-05-13-17** To approve the Memorandum of Understanding (MOU) with Tyus Learning Center, LLC, to provide Certified Nursing Assistant Classes (C.N.A.) and Certified Medical Technician classes (CMT) for the period of September 6, 2013 to June 30, 2014 at no cost to the District. The classes will be located at Sigel Community Education Full Service School.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-18** To approve the Memorandum of Understanding (MOU) with BJC HealthCare to provide Certified Nursing Assistant (C.N.A.) classes for the period of September 6, 2013 to June 30, 2014 at no cost to the District. The classes will be located at Walbridge Community Education Full Service School.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-19** To approve the Memorandum of Understanding (MOU) with Made Whole Health Technology Services, LLC, to provide Certified Nursing Assistant classes (C.N.A.), Certified Medical Technician (CMT), and Phlebotomy classes to registered students for the period of September 6, 2013 to June 30, 2014 at no cost to the District. The classes will be located at Vashon Community Education Full Service School.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST

- 09-05-13-20** To approve the Memorandum of Understanding (MOU) with I Know Better (INOBT) to provide a self-empowered, safety education program called radKIDS (Resisting Aggression Defensively) to a select number of SLPS students for the period of September 6, 2013 to June 30, 2014 at no cost to the District. The program will be located at Clay, Hamilton, Lyon @ Blow, Mullanphy, Shaw, Sigel, and Walbridge Community Education Full Service Schools.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-21** To approve the renewal of the Memorandum of Understanding (MOU) with Mike Williams to provide therapeutic counseling for students at Long Middle Community Education Full Service School (CEFSS) for the period of September 6, 2013 to June 30, 2014.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-22** To approve the renewal of the Memorandum of Understanding (MOU) with Better Family Life to provide mentoring for students at Long Middle Community Education Full Service School (CEFSS) for the period of September 6, 2013 to June 30, 2014.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-23** To approve the renewal of the Memorandum of Understanding (MOU) with Community Conflict Services St. Louis Restorative Justice Program (CCS) to improve school safety by decreasing violence and increasing student attendance by increasing school engagement for students at Long Middle Community Education Full Service School (CEFSS) for the period of September 6, 2013 to June 30, 2014.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-24** To approve the renewal of the Memorandum of Understanding (MOU) with Multicultural Counseling and Research Center to provide therapeutic counseling for students at Long Middle Community Education Full Service School (CEFSS) for the period of September 6, 2013 to June 30, 2014.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-25** To approve the Memorandum of Understanding (MOU) with the National Council on Alcoholism and Drug Abuse to provide substance abuse prevention and peer mediation training for students at Long Middle Community Education Full Service School (CEFSS) for the period of September 6, 2013 to June 30, 2014.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-26** To approve the Memorandum of Understanding (MOU) with the University of Missouri on behalf of the School and Family Counseling Center to provide group therapeutic counseling for students at Long Middle Community Education Full Service School (CEFSS) for the period of September 6, 2013 to June 30, 2014.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST
- 09-05-13-27** To approve the Memorandum of Understanding (MOU) with the Girls Scouts of Eastern Missouri to provide programs that support a violence free learning environment and encourage students to explore unconventional learning and career opportunities for the period of September 6, 2013 to June 30, 2014.
FUNDING SOURCE: NO COST ASSOCIATED WITH THIS REQUEST



BOARD RESOLUTION

Date: July 11, 2013

Agenda Item : 08-15-13-01

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Deanna Anderson, Exec. Dir., Transportation

Action to be Approved:
Contract Increase/Decrease

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

Previous Board Resolution # 08-09-12-06

Prior Year Cost \$1,790,500.00

SUBJECT: To approve the amendment of Board Resolution 08-09-12-06, for the increase in cost of transportation services provided by Metropolitan Taxicab Corporation, Express Medical Transporters, Inc., and Harris Taxicab Co., Inc. as well as the reimbursement to the county districts for SLPS share of transportation costs for students that are transmitted to SLPS schools from the county due to being in transition. The additional cost that the Board is being asked to approve is an amount not to exceed \$429,975.40.

BACKGROUND: The cost of cabs and the reimbursement to the county has increased due to the higher number of students in transition and the higher cost of gas. The total cost for cab expense and reimbursement to the county is not to exceed \$2,219,975.40. The district is currently pursuing other means to provide transportation to reduce the cab cost for the upcoming school year. The district will also receive an estimated total \$563,250 in reimbursement from the county districts for students in transition who live in the city and are attending county schools which will offset this expense resulting in net total cab expense for regular and students in transition of \$1,658,725.40.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A

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

Fund Source: 822-RM-110-2336-6341	GOB	Requisition #:
Amount: \$429,975.40		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$429,975.40	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: Various

Department: Students in Transition

Requestor: Deidra Thomas-Murray

Deanna Anderson
Deanna Anderson, Exec. Dir., Transportation

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

Angela Banks
Angela Banks, Budget Director

Leon Fisher
Leon Fisher, CFO/Treasurer

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

**Taxi Cab Backup Documentation
For FY12-13**

The taxicab transportation services are necessary for students not provided a bus due to special needs as required by their Individual Education Program (IEP); students requiring taxicab services under Section 504 of the Rehabilitation Act of 1973; Students in Transition (homeless) under the McKinney Vento Act of 2001 (number of students year-to-date transported within the District in FY12-13 is 1,906 (1,790 in FY11-12); number of students transported to surrounding Districts in FY12-13 is 2,140 (1,987 in FY11-12); number of students being transported by other Districts in FY12-13 is 963 (471 in FY11-12)); and students who are unable to be served by a regular bus due to road conditions. Multiple taxi companies are used due to availability of vehicles, timeliness of travel, types of service required, and cost. As was practiced in the past, the cost for students that are homeless and attend school in another District will be split (50/50) with the District they are attending. It is anticipated that Students in Transition will be reimbursed \$563,250 in FY12-13 from other districts. New transportation models will be explored in FY13-14 that will provide more efficient service

A comparison cost per trip from FY12-13:

	<u>12-13</u>
Harris Taxicab Co.	\$17.67
Metropolitan Taxicab Co.	\$15.96
EMT INC.	\$16.39

Below is the estimated cost for 2012-13:

	2012-13 Estimated		
	<u>SIT</u>	<u>Regular</u>	<u>Total</u>
Cab Costs			
Metro (city to county)	\$1,080,020	\$69,000	\$1,149,020
EMT (city to county)	\$29,385.40	\$0	\$29,385.40
Harris (within city)	<u>\$485,570</u>	<u>\$42,000</u>	<u>\$527,570</u>
	\$1,594,975.40	\$111,000	\$1,707,975.40
Reimbursement to County			
County to city (billed by county to SLPS)	<u>\$514,000</u>	<u>\$0</u>	<u>\$514,000</u>
	<u>\$2,108,975.40</u>	<u>\$111,000</u>	<u>\$2,219,975.40</u>
Reimbursement from the County			
City to county (50% of Metro/ EMT cab costs)	<u>-\$563,250</u>	<u>\$0</u>	<u>-\$563,250</u>
Net Cab Cost	\$1,545,725.40	\$111,000	\$1,656,725.40



BOARD RESOLUTION

Date: July 9, 2013

Agenda Item: 08-15-13-02

To: Special Administrative Board

Action:

From: Dr. Kelvin R. Adams, Superintendent

Action to be Approved: Contract Renewal Ratification

Other Transaction Descriptors:

(i.e.: Sole Source, Ratification)

Previous Board Resolution 07-10-12-44 and 06-07-12-12

Prior Year Cost: \$83,000

SUBJECT: To ratify approval of a contract renewal with Steven R. Carroll and Associates for legislative representation of the St. Louis Public Schools for the period July 1, 2013 through June 30, 2014 in an amount not to exceed \$83,000.00, pending funding availability.

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

Accountability Plan Goals: Goal: Governance

Objective/Strategy: I.A

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

Fund Source: 800-00-110-2311-6319	GOB	Requisition #:
Amount: \$83,000		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed: \$ 83,000	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600008116

Department: Superintendent's Office

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Reviewed By: _____

Reviewed By: _____

Reviewed By: _____



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> 2012/2013 year Quarterly <input type="checkbox"/>		Report Date: July 9, 2013
Dept/School: Superintendent/Board Offices		Reported By:
Vendor: 600008116		Vendor #: Steve Carroll and Associates
Contract # / P.O. #: 4500163072		Contract Name: Steve Carroll and Associates
Contract Amount: \$ 83,000		Award Date: June 7, 2012
Purpose of Contract (Brief Description):		
Legislative lobbyist.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 <u>4</u> 3 2 1	
Timeliness of Delivery or Performance	5 <u>4</u> 3 2 1	
Business Relations	5 <u>4</u> 3 2 1	
Customer Satisfaction	5 <u>4</u> 3 2 1	
Cost Control	5 <u>4</u> 3 2 1	
Average Score	4	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

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

Performance Ratings Guidelines

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

Performance Categories Descriptions

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



BOARD RESOLUTION

Date: July 10, 2013

Agenda Item : 08-15-13-03

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Paula Knight, Assoc. Supt., Elementary Schools

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 07-10-12-14

Prior Year Cost \$100,000.00

SUBJECT: To approve the contract renewal with Project Construct (using the Columbia Public Schools as the fiscal agent) to provide professional development to pre-school teachers at a cost not to exceed \$100,000.00. The contract is for the period September 1, 2013 to June 30, 2014.

BACKGROUND: As part of its commitment to preschool students and the obligations of Title 1 and No Child Left Behind, all preschool teachers must receive Project Construct training. Project Construct is the educational framework endorsed by DESE and is used in all SLPS preschool classrooms to teach communications arts, science, and mathematics. The Early Childhood department seeks training for approximately 75 teachers including all Title 1, ECSE, Head Start, New Teachers and Teacher Assistants. The training of staff has the potential to impact 800 students.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.D.

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

Fund Source: 824-BS-234-2213-6319	Non-GOB	Requisition #:
Amount: \$100,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to exceed: \$100,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600001733

Department: Early Childhood

Requestor: Clarissa Ross

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Paula Knight, Assoc. Supt., Elementary Schools

Dr. Kelvin R. Adams, Superintendent

Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: July 1, 2013
Dept / School: Early Childhood		Reported By: Paula Knight
Vendor: Project Construct		Vendor #: 60001733
Contract # / P.O. #: 4500166489		Contract Name: Early Childhood Teacher Professional Development
Contract Amount: \$ 100,000.00		Award Date: 07-10-12-14
Purpose of Contract (Brief Description): Project Construct provided professional development to preschool teachers and staff during 2012-2013 school year.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	<input checked="" type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	Project Construct training was well received by teachers and staff.
Timeliness of Delivery or Performance	<input checked="" type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	
Business Relations	<input checked="" type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	
Customer Satisfaction	<input checked="" type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	
Cost Control	<input checked="" type="radio"/> 5 <input type="radio"/> 4 <input type="radio"/> 3 <input type="radio"/> 2 <input type="radio"/> 1	
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		



BOARD RESOLUTION

Date: July 8, 2013

To: Dr. Kelvin R. Adams, Superintendent

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Agenda Item: 08-15-13-04

Action:

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 07-10-12-20

Prior Year Cost \$160,000

SUBJECT: To approve a contract renewal with Blue Hills Community Services for disbursement of funds to non-public schools for Title II-A and Title III Part A programs. Estimated costs are based on 8% management fees and the payment of Professional Development services received for total reimbursable expenditures incurred by non-public schools. The total cost will not exceed \$251,500 for the period of October 1, 2013 through September 30, 2014.

BACKGROUND: Federal law requires a set a side amount to fund non-public schools in Title II-A (Professional Development) and Title III Part A (English Language Acquisition) programs. Due to the extensive measures in dispersing these funds, it was determined that a third party contractor was a fiscally positive action.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A

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

Fund Source: 972-YJ-624-2214-6312	Non-GOB	Requisition #:
Amount: \$215,000.00		
Fund Source: 838-YL-624-3411-6312	Non-GOB	Requisition #:
Amount: \$36,500		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$251,500.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600003908

Department: State and Federal Program

Requestor:

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Dr. Cleopatra Figgures, Dep. Supt., Accountability



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: June 25, 2013
Dept / School: State and Federal Program		Reported By: Juanita Kalu
Vendor: Blue Hills Community Services		Vendor #: 600013326
Contract # / P.O. #: 4500165514 4500165515		Contract Name: Blue Hills Services Community Services
Contract Amount: \$160,000		Award Date: 07-10-12
Purpose of Contract (Brief Description): Blue Hills serves as third party vendor to process professional development requests related to Title II and activities related to Title III funds allocated to non-public schools.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 4 X 3 2 1	Blue Hills is prompt, and very helpful.
Timeliness of Delivery or Performance	5 4 3 X 2 1	Blue Hills has paid bills in a timely manner.
Business Relations	5 4 X 3 2 1	Blue Hills has a good business relationship with assisting the Non-Public schools.
Customer Satisfaction	5 4 X 3 2 1	Sherry Ellison at Blue Hills is excellent in serving the Non-Public schools. The website was very helpful.
Cost Control	5 4 X 3 2 1	Blue Hills is very cost efficient.
Average Score		Add above ratings: divide the total by the number of areas being rated.
<p>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.</p> <p style="text-align: center;">Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

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

Performance Ratings Guidelines

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

Performance Categories Descriptions

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



BOARD RESOLUTION

Date: July 9, 2013

Agenda Item : 08-15-13-05

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 08-09-12-08

Prior Year Cost \$433,690.00

SUBJECT: To approve a sole source contract renewal with School Improvement Network to provide a bundled system for teacher effectiveness and support. The components of the system are: (1) PD 360, (2) Observation 360 and, (3) Common Core 360. All three elements are designed to support Professional Development as it relates to teaching and learning quality for the period of August 15, 2013 through June 30, 2014 at a cost not to exceed \$390,320.37.

BACKGROUND: A renewal with School Improvement Network would allow for the continuity of the following: (1) Unlimited access to the PD 360 pedagogy content, resource guides and reflection questions, unlimited access to Common Core content and learning progression application including reflection questions and resource guides. (2) Ability for teachers and administrators to create personal professional development plans, align video content to observation templates enabling principals to assign videos as a result of a classroom observation, and (3) provide on-site training.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: II.A

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

Fund Source: 824-BS-234-2213-6319	Non-GOB	Requisition #:
Amount: \$390,320.37		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$390,320.37	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600014042

Department: Academics

Requestor: Dr. Cleopatra Figgures

Cleopatra Figgures

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Angela Banks

Angela Banks, Budget Director

Leon Fisher

Leon Fisher, CFO/Treasurer

Kelvin R. Adams

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: July 2, 2013
Dept / School: Academics		Reported By: Audrey Jackson
Vendor: School Improvement Network		Vendor #: 600014042
Contract # / P.O. #: 4500165996		Contract Name:
Contract Amount: \$ \$390,320.37		Award Date: 08-09-12
Purpose of Contract (Brief Description): Renewal of contract with School Improvement Network will provide for teacher effectiveness and support.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5 X4 3 2 1	
Timeliness of Delivery or Performance	X5 4 3 2 1	
Business Relations	X5 4 3 2 1	
Customer Satisfaction	5 X4 3 2 1	
Cost Control	5 4 X3 2 1	
Average Score	4.2	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

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

Performance Ratings Guidelines

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

Performance Categories Descriptions

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



January 7, 2013

Re: SOLE SOURCE OF PURCHASE

To Whom It May Concern:

School Improvement Network has developed software and training programs entitled "PD 360", "Observation 360" and "Inter-rater Reliability (IR²) Training", "Educator Effectiveness System", "Learning 360 Framework", "Learning 360 Framework Training", and "Learning 360 Framework Resources" (hereinafter, "PD 360", "Observation 360", "IR² Training", "EES", "Learning 360 Framework", "Learning 360 Framework Training", and "Learning 360 Framework Resources", respectively), each of which may be purchased only from School Improvement Network. Observation 360 and the "thereNow platform" (hereinafter "thereNow") are the only observation and walkthrough platforms designed to integrate directly with PD 360. School Improvement Network owns a portfolio of copyrights, patents, and trademarks that protect the intellectual property rights associated with PD 360, Observation 360, IR² Training, EES, Learning 360 Framework, Learning 360 Framework Training, and Learning 360 Framework Resources, and associated video programs, examples of which intellectual property protections are enclosed with this letter for convenient reference. School Improvement Network has not licensed these products to third parties for distribution, and unauthorized use is policed and prohibited. The software and training entitled PD 360, Observation 360, thereNow, IR² Training, EES, Learning 360 Framework, Learning 360 Framework Training, and Learning 360 Framework Resources, separately and in combination, provide training that is designed to meet the needs of educators. There are no alternative available sources in the market that are authorized by SINET to integrate the PD 360 software product with the thereNow software product, Observation 360 software product, IR² Training, EES, Learning 360 Framework, Learning 360 Framework Training, or Learning 360 Framework Resources. Authorized products may be purchased directly from School Improvement Network, only. School Improvement Network is the sole source vendor for any integration of PD 360 with Observation 360, thereNow, IR² Training, EES, Learning 360 Framework, Learning 360 Framework Training, and Learning 360 Framework Resources, and for all of the video programs associated with PD 360 and Observation 360.

Should you have questions, please contact School Improvement Network directly:

Telephone: 866-835-4185**Facsimile: 801-566-6885**

Very truly yours,

Janna J. Lewis
Holland & Hart LLP
5391834_6

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Aspen Billings Boise Boulder Carson City Cheyenne Colorado Springs Denver Denver Tech Center Jackson Hole Las Vegas Reno Salt Lake City Santa Fe Washington, D.C. ☪



BOARD RESOLUTION

Date: July 10, 2013

Agenda Item : 08-15-13-06

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 06-06-13-07

Prior Year Cost \$10,000.00

SUBJECT: To approve a sole source contract renewal with EnTeam Organization to provide curriculum and professional development for the students in the High School Graduation Initiative Grant, the six high school 9th and 10th grade teachers and for the Transition Summer School 9th graders for the period of August 31, 2013 through June 30, 2014, in a total amount not to exceed \$90,000.

BACKGROUND: EnTeam offers a series of gaming activities and learning processes that supplement Covey's Seven Habits of Highly Effective Teens designed to raise academic achievement and improve student behavior by creating a learning environment that challenges students and teachers to bring out the best in each other. Educators enjoy their work in the classroom when students take responsibility for learning. When staff members use the EnTeam tools, students learn to work collaboratively in small teams and develop skills needed for true collaborataive/cooperative learning. The impact of teacher collaboration on academic achievement, student behavior, and teacher satisfaction to the classroom will be assessed to measure the efficacy of the EnTeam services. St. Louis Public Schools will assist EnTeam in the assessment process by providing data that pertains to the impact of the EnTeam activities for students and teachers.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: 4

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

Fund Source: 816-VL-294-1151-6319	Non-GOB	Requisition #:
Amount: \$90,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$90,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600013498

Department: HSGI

Requestor: Dr. Dan Edwards

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

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



Vendor Performance Report

Type of report: Final <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/>		Report Date: July 2, 2013
Dept / School: HSGI grant		Reported by: John Niemeyer
Vendor: EnTeam Organization		Vendor #: 600013498
Contract # / P.O. #: 4500167998		Contract Name: EnTeam Organization
Contract Amount: \$ 10,000		Award Date: 6-6-13
Purpose of Contract (Brief Description): EnTeam Organization toolbox of games will supplement the Check & Connect Social Workers task of presenting collaborative teaching tasks using Seven Habits of Highly Effective Teens during Transition Summer School.		
Performance Ratings: Summarize the vendor's performance and circle the number which best describes their performance in that category. See Vendor Performance Report Instructions for explanations of categories and numeric ratings (<i>please attach additional sheets if necessary</i>). Ratings 5 = Exceptional; 4 = Very Good; 3 = Satisfactory; 2 = Marginal; 1 = Unsatisfactory		
Category	Rating	Comments (Brief)
Quality of Goods / Services	5	All promised goods and services were delivered with high quality.
	4	
	3	
	2	
	1	
Timeliness of Delivery or Performance	5	All services promised and even extra services were provided in a timely manner and at an exceptional level.
	4	
	3	
	2	
	1	
Business Relations	5	All services were conducted in a professional level to enhance the efforts of the social worker teams.
	4	
	3	
	2	
	1	
Customer Satisfaction	5	Staff and students were pleased with the delivery of services.
	4	
	3	
	2	
	1	
Cost Control	5	All agreed upon costs were managed and extra services that were delivered were at no additional cost.
	4	
	3	
	2	
	1	
Average Score	5	Add above ratings: divide the total by the number of areas being rated.
Would you select / recommend this vendor again? Please be aware that an answer of yes authorizes the Purchasing Department to seek renewal of the available option year for this contract. All items and conditions within the current contract shall be honored during this renewal period.		
Please Check Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

VENDOR PERFORMANCE REPORT INSTRUCTIONS

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

Performance Ratings Guidelines

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

Performance Categories Descriptions

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



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: June 24, 2013
Department / School: HSGI	Phone Number: 314-345-2488
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
<p>EnTeam Organization provides a unique, proprietary curriculum and professional development opportunity for HSGI schools 9th and 10th grade teachers and students. EnTeam uses a series of specially designed and tested EnTeam games to support the concepts in the curriculum of Seven Habits of Highly Effective Teens. The goal of EnTeam games is to prepare 9th and 10th grade students to be successful high school students by engaging them in collaborative win-win activities that teach organizational skills and social skills that lead to strong academic achievement. When staff members use the EnTeam tools, students learn to work in small teams collaboratively to develop skills needed for true cooperative learning. EnTeam will also provide professional development in-service workshops for 9th and 10th grade core teachers each month at the six high schools in the High School Graduation Initiative Grant. Also included will be the special June support for the Transition Summer School 9th grade teachers and students to learn how to teach and learn by using collaborative/cooperative learning.</p>	
Vendor Name: EnTeam Organization	Email: www.enteam.org
Vendor Contact: Ted Wohlfarth	Phone Number: 314-877-6452
Justification Information	
1. Why the uniquely specified goods are required?	
EnTeam Organization toolbox of games will supplement the Check and Connect Social Workers' task of presenting High School Orientation using Seven Habits of Highly Effective Teens. The toolbox of EnTeam games correspond to Covey's Seven Habits of Highly Effective Teens.	
2. Why good or services available from other vendors /competitors are not acceptable?	
The 9 th and 10 th grade core teachers and the Transition Summer School staff will utilize EnTeam games in conjunction with Covey's Seven Habits to prepare 9 th and 10 th grade students to use collaborative/cooperative learning successfully to help reduce the dropout rate in the six grant high schools. The organizational and social skills of Seven Habits and EnTeam will help students develop the seven core competencies needed to explore and identify their future goals and understand why high school is relevant and develop a need to stay in school and achieve a higher level of academic success. By using collaborative/cooperative learning teachers will be able to move instruction to levels 3 and 4 on the DOK scale of higher order of thinking skills.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
The EnTeam Organization exclusively produces the cooperative learning games and training.	
4. List the Names of other Vendors contacted & Price Quotes:	
Because of the unique nature of EnTeam Organization games no other vendors or given.	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date

CFO	Date
Superintendent	Date

Sole Source Checklist

1. Check one of the following:

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

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

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

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

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

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

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

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

- Document a search for additional suppliers

Delivery Date Only one supplier can meet necessary delivery requirements.

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

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

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

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

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

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

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

- Sole supplier (i.e. Regional Distributor)

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

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

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



BOARD RESOLUTION

Date: July 8, 2013

Agenda Item: 08-15-13-07

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Travis Brown, Director - Athletics

Action to be Approved: Membership Renewal

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

Previous Board Resolution # 08-23-12-11

Prior Year Cost \$21,005.95

SUBJECT: To approve the membership renewal with the Missouri State High School Activities Association (MSHSAA). The membership dues for the period September 1, 2013 through August 31, 2014 will not exceed \$25,370.72.

BACKGROUND: MSHSAA sponsors all of the State tournaments for high school sports, cheerleading, pom pom squads, music, speech and debate, winter guard and the scholar bowl. The District high schools participate in many of these events and the membership dues also include a catastrophic insurance coverage for our participants.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

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

Fund Source: 833-00-110-1422-6381	GOB	Requisition #:
Amount: \$25,370.72		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$25,370.72	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600008940

Department: Public High League

Requestor: Martin Jenkins

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Travis Brown, Director - Athletics

Missouri State High School Activities Association Membership Fees By School

September 1, 2013 to August 31, 2014

Carnahan High School	\$ 1,902.64
Cleveland NJROTC High School	\$ 2,343.28
Gateway STEM High School	\$ 2,856.36
McKinley Classical Learning High School	\$ 1,069.24
Metro High School	\$ 2,051.84
Miller Career Academy High School	\$ 2,424.56
Roosevelt High School	\$ 2,444.88
Soldan International Studies High School	\$ 2,709.04
Sumner High School	\$ 1,929.92
The College Preparatory High School	\$ 1,536.88
Transporation & Law High School	\$ 1,641.96
Vashon High School	\$ 2,460.12
Total Membership Fees	\$ 25,370.72

Item # 08-15-13-08

**Approved At The
July 28, 2013 Meeting**



BOARD RESOLUTION

Date: July 9, 2013

Agenda Item: 0815-13-09

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Debra Falkiner, Director of Parent and Student Engagement

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

Previous Board Resolution # 07-10-12-09
Prior Year Cost No Cost

SUBJECT: To approve the Parent Information Guide/Student Code of Conduct for the 2013-2014 school year.

BACKGROUND: Missouri Revised Statutes, Chapter 160, Section 160.261 requires the local board of education shall clearly establish a written policy of discipline. See the attached.

Accountability Plan Goals: Goal I: Student Performance


Objective/Strategy: 1A

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

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


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Debra Falkiner, Director of Parent and Student Engagement


Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: July 8, 2013

Agenda Item: 08-15-13-10

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

RFP/Bid # Bid Dated 6/21/2013

SUBJECT: To approve the purchase of fitness supplies for the Aim to Fitness Grant from the selected vendors as determined by the responses to the referenced bid. The cost of the combined purchase will not exceed \$160,000.00.

BACKGROUND: This is the second year of the Grant and 16 schools will be added to the program as COHORT 2. The fitness supplies included in the Bid include fitness equipment, fitness measuring and monitoring equipment and software to track the fitness information. The selected low cost vendors are: Polar and BSN Sports (US Games).

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

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

Fund Source: 847-WZ-294-1123-6411	Non-GOB	Requisition #:
Amount: \$160,000.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$160,000.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: Various

Department: Athletics

Requestor: Leanne White

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

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



July 3, 2013

MEMORANDUM

TO: Dr. Kelvin Adams

FROM: Leanne White

RE: Bid for Equipment for Aim to Fitness Grant

The evaluation took place on June 28, 2013. The evaluation committee consisted of the following:

Martin Jenkins	Coordinator/Supervisor of the Public High League
Leanne White	Project Director for AIM For Fitness
Ketra Montgomery	Contract Compliance Specialist
Kevin Coyne	Sr. Risk Management & Compliance Analyst

Bids from the following companies were evaluated and each individual equipment and uniform item was evaluated for price and quality of the item bid. Bids on individual items were selected from three of the five companies.

Company Name	Estimated Cost	Award (Y/N)
BSN	\$71,000	Yes
Polar	\$89,000	Yes
Total	\$160,000	

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

Leanne White
Project Director for AIM For Fitness

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

AIM For Fitness Grant Program – COHORT 2

Bid Opportunity – Due June 28, 2013 (12:00 P.M.)

Background

The AIM For Fitness Grant Program provides children in participating schools with a variety of fitness and nutrition activities designed to improve the overall health of the children and develop an awareness of the importance of fitness and nutrition.

Scope of the Program

In COHORT 2 St. Louis Public Schools has 16 additional schools that have been selected to participate in the AIM For Fitness Grant Program.

Cost of the Program

Based on the funds provided for supplies in the AIM For Fitness Grant Award, the quantity of items on each line that will be purchased may vary based on the pricing received.

Bid Evaluation

Each bid will be evaluated on the response to the items included on the list of fitness supplies. The pricing on each item will be evaluated individually. It is highly likely that multiple vendors will be selected to provide the fitness supplies.

Bid Due Date

The bids are due to the St. Louis Public Schools no later than June 21, 2013 at 12:00 P.M. The bids may be faxed to (314) 231-9514 or emailed to kevin.coyne@slps.org.

Questions:

For all questions, please correspond by email with:

Kevin Coyne
Senior Risk Management and Compliance Analyst
Kevin.coyne@slps.org

Bid Due Date

The bids are due to the St. Louis Public Schools no later than June 21, 2013 at 12:00 P.M. The bids may be faxed to (314) 231-9514 or emailed to kevin.coyne@slps.org.

Questions:

For all questions, please correspond by email with:

Kevin Coyne
Senior Risk Management and Compliance Analyst
Kevin.coyne@slps.org



BOARD RESOLUTION

Date: July 8, 2013

Agenda Item : 08-15-13-11

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To approve a sole source purchase with Houghton Mifflin Harcourt for instructional materials for Advanced Placement US Government and Politics for all the high schools in the St. Louis Public Schools for 2013-2014 school year at a cost not to exceed \$11,492.00.

BACKGROUND: The Advanced Placement US Government and Politics team met to review new books and has recommended that Wilson's American Government 13 Edition (AP Edition) is the best choice for three main reasons: 1) The materials are more thoroughly covered than the others, 2) It provides the highest Depth of Knowledge (DOK) level questions, and 3) It has best end of section reviews for students. This purchase has the support/approval from the office of Curriculum & Instruction.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 4

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

Fund Source: 816-V3-293-1151-6319	Non-GOB	Requisition #:
Amount: \$11,492.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$11,492.00	<input checked="" type="checkbox"/> Pending Funding Availability	Vendor #: 600002453

Department: APIP

Requestor: Dr. Dan Edwards


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


Dr. Cleopatra Figgures, Dep. Supt., Accountability


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Dr. Dan Edwards	Date: July 1, 2013
Department / School: Secondary Education	Phone Number:
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
Wilson-American Government 13e (AP Ed.)	
Vendor Name: Houghton Mifflin Harcourt	Email: kathy.gander@hmhpub.com
Vendor Contact: Kathy Gander	Phone Number: 800.479.9799 EXT 3482
Justification Information	
1. Why the uniquely specified goods are required?	
<ul style="list-style-type: none"> • The materials are more thoroughly covered than the others. • It provides the highest DOK level questions. • It has best end of section reviews for students. 	
2. Why good or services available from other vendors /competitors are not acceptable?	
This vendor will provide 4 complete sets of teacher resource, free of charge, for every teacher currently teaching the course.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
4. List the Names of other Vendors contacted & Price Quotes:	
Wadsworth, CP Press, Norton, Pearson	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Chan Tam Trinh, AP/IB Project Coordinator	July 1, 2013
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.



Houghton Mifflin Harcourt

Cost Proposal

Prepared For

St Louis City Public Sch Dist

801 N 11th St
Saint Louis MO 63101

Attention:

Chan Tam Trinh

chantam.trinh@slps.org

For the Purchase of:

Wilson, American Government 13e (AP Ed.)

©2013

Prepared By

Kathy Gander

kathy.gander@hnhpub.com

PLEASE SUBMIT THIS PROPOSAL WITH YOUR PURCHASE ORDER.



Houghton Mifflin Harcourt

Attention:
Chan Tam Trinh
chantam.trinh@slps.org

Customer Service
1900 S. Batavia Ave.
Geneva, IL 60134
FAX: 638-872-8380

Proposal Date: 4/24/2013

Proposal for

Expiration Date: 9/30/2013

**St Louis City Public Sch Dist
Wilson, American Government 13e (AP Ed.) ©2013**

ISBN	Title	Sale Price	Purchase		Complimentary	
			Quantity	Amount	Quantity	Value
Student						
1562066	9781285720449 Textbook + 6 Year CourseMate Access	\$130.00	80	\$10,400.00		
Total for Student				\$10,400.00		
Teacher						
1503915	9781111836474 Fast Track to a 5 AP test-prep workbook	\$30.75			4	\$123.00
1503914	9781111836467 State & Local Government Supplement Update	\$7.00			4	\$28.00
1089483	9780495127826 Handbook of Selected Legislation and Other Documents	\$30.75			4	\$123.00
1089479	9780495127741 Handbook of Court Cases	\$30.75			4	\$123.00
1503918	9781111836504 AP Teacher's Resource Guide	\$25.00			4	\$100.00
1503917	9781111836498 AP Test Bank	\$25.00			4	\$100.00
1503916	9781111836481 AP ExamView Testing CD-ROM	\$57.50			4	\$230.00
1503891	9781111831622 PowerLecture DVD-ROM with ExamView Testing	\$57.50			4	\$230.00
1404650	9780495793601 Political Theatre DVD 2.0	\$199.25			4	\$797.00
Total for Teacher						\$1,854.00
Total for -				\$10,400.00		\$1,854.00

Thank you for your order !

Proposal Summary	Total Value of Proposal:	\$13,346.00
	Total Complimentary:	\$1,854.00
	Subtotal Purchase Amount:	\$10,400.00
	Shipping & Handling (10.50%):	\$1,092.00
	Total Cost of Proposal (PO Amount):	\$11,492.00



Houghton Mifflin Harcourt

Attention:
Chan Tam Trinh
chantam.trinh@sips.org

Customer Service
1900 S. Batavia Ave.
Geneva, IL 60134
FAX: 888-872-8380



BOARD RESOLUTION

Date: July 23, 2013

Agenda Item : 09-05-13-01

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Financial Report

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

SUBJECT: To approve the Monthly Transaction Report for June 2013.

BACKGROUND: Per Board Regulation R3150.2, the SAB must approve the following transactions: 1) Budget transfers equal to or greater than \$50,000; 2) Budget transfers between funds; 3) Budget transfers involving meeting or travel expenses.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.D.

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

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

Department: Finance

Angela Banks, Budget Director

Requestor:

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent

Monthly Budget Report
 Dates: 06-01-2013 - 06-30-2013
 Fiscal Year: 2012 - 2012

110-TEACHERS FUND

1 SAP Hierarchy Doc #: 0502008094
 SAP Entry Doc #: 0502007740

From: 120-1189 - 820-00-120 - 6181 160,000.00-
 To: 110-1189 - 847-PC-110 - 6319 160,000.00

Control No: B

From Amount: 160,000.00-
 To Amount: 160,000.00

Text: Funds for ACE Summer School.

2 SAP Hierarchy Doc #: 0502007872
 SAP Entry Doc #: 0502007530

From: 120-1411 - 816-FY-120 - 6143 5,000.00-
 To: 110-1411 - 816-FY-110 - 6342 5,000.00

Control No: B

From Amount: 5,000.00-
 To Amount: 5,000.00

Text: First Student transportation invoices.

3 SAP Hierarchy Doc #: 0502006927
 SAP Entry Doc #: 0502006590

From: 110-2132 - 828-00-110 - 6384 600.00-
 To: 110-2132 - 828-00-110 - 6383 600.00

Control No: B

From Amount: 600.00-
 To Amount: 600.00

Text: Sandy Thomas / NASP 2013 Annual Convention / Seattle, WA / February
 2/12 - 2/15/2013 Colleen Reichert / Autism Educators Network /
 Jefferson City, MO/ 12/11/2012

Monthly Budget Report

Dates: 06-01-2013 - 06-30-2013

Fiscal Year: 2012 - 2012

4 SAP Hierarchy Doc #: 0502006929
SAP Entry Doc #: 0502006592

From:	110-2132	-	828-00-110	-	6412	950.00-
To:	110-2132	-	828-00-110	-	6383	950.00

Control No: B

From Amount:	950.00-
To Amount:	950.00

Text: Dynamic Learning Maps: Explore and Learn Conference / Lawrence, KS /
July 23 - 25, 2013 / Cheryl Steed

5 SAP Hierarchy Doc #: 0502006955
SAP Entry Doc #: 0502006613

From:	110-2411	-	111-00-110	-	6415	47.00-
To:	110-2411	-	111-00-110	-	6383	47.00

Control No: B

From Amount:	47.00-
To Amount:	47.00

Text: Clinton Global Initiative Conference // Chicago, IL // June 12 - 14,
2013 // Dr. Elizabeth Bender

6 SAP Hierarchy Doc #: 0502007879
SAP Entry Doc #: 0502007536

From:	120-1189	-	820-00-120	-	6181	6,500.00-
To:	110-2411	-	976-00-110	-	6411	6,500.00

Control No: B

From Amount:	6,500.00-
To Amount:	6,500.00

Text: To establish temporary budget for Medical High School.

Monthly Budget Report
Dates: 06-01-2013 - 06-30-2013
Fiscal Year: 2012 - 2012

7 SAP Hierarchy Doc #: 0502008069
SAP Entry Doc #: 0502007715

From:	110-2411	-	976-00-110	-	6411	
To:	110-2411	-	976-00-110	-	6383	
Control No:	B					
From Amount:						1,526.00-
To Amount:						1,526.00

Text: Collegiate School of Medicine & Bioscience to Camp Wyman for Leadership Development August 30, 2013.

8 SAP Hierarchy Doc #: 0502006957
SAP Entry Doc #: 0502006615

From:	110-2551	-	918-00-110	-	6341	
To:	110-2553	-	918-00-110	-	6341	
Control No:	B					
From Amount:						1,211,673.00-
To Amount:						1,211,673.00

Text: Student Transportation transfer from regular to special education.

9 SAP Hierarchy Doc #: 0502006958
SAP Entry Doc #: 0502006616

From:	110-2551	-	918-00-110	-	6341	
To:	110-2558	-	918-00-110	-	6349	
Control No:	B					
From Amount:						69,000.00-
To Amount:						69,000.00

Text: Student Transportation transfer from regular to bus passes.

Monthly Budget Report
 Dates: 06-01-2013 - 06-30-2013
 Fiscal Year: 2012 - 2012

10	SAP Hierarchy Doc #:	0502007882				
	SAP Entry Doc #:	0502007539				
	From:	110-2828	-	981-00-110	-	6149
	To:	110-2828	-	981-00-110	-	6143
	Control No:	B				
	From Amount:			55,000.00-		55,000.00-
	To Amount:			55,000.00		55,000.00
	Text: To cover upcoming extra service pay.					
11	SAP Hierarchy Doc #:	0502008096				
	SAP Entry Doc #:	0502007742				
	From:	110-2828	-	981-75-110	-	6319
	To:	110-2828	-	981-54-110	-	6361
	Control No:	B				
	From Amount:			140,000.00-		140,000.00-
	To Amount:			140,000.00		70,000.00
	Text: Funds for increases in services due to the increases in Imagine Schools.					
12	SAP Hierarchy Doc #:	0502008100				
	SAP Entry Doc #:	0502007746				
	From:	110-2828	-	981-75-110	-	6319
	To:	110-2828	-	981-54-110	-	6361
	Control No:	B				
	From Amount:			70,000.00-		70,000.00-
	To Amount:			70,000.00		70,000.00
	Text: Funds for increases in services due to the increases in Imagine Schools.					

Monthly Budget Report
Dates: 06-01-2013 - 06-30-2013
Fiscal Year: 2012 - 2012

13 SAP Hierarchy Doc #: 0502006935
SAP Entry Doc #: 0502006597

From:	110-2838	-	193-00-110	-	6261	0.41-
	110-2838	-	596-00-110	-	6261	0.23-
	110-2838	-	420-00-110	-	6261	0.06-
	110-2838	-	580-00-110	-	6261	0.05-
	110-2838	-	510-00-110	-	6261	0.05-
	110-2838	-	444-00-110	-	6261	0.02-

Control No: B

From Amount:

0.82-

To Amount:

0.00

Text: Returning budget for Reg Teachers Performing Sub Duties after
discovering payment made to Aides. Expenses instead JV'd

Monthly Budget Report
Dates: 06-01-2013 - 06-30-2013
Fiscal Year: 2012 - 2012

120-INCIDENTAL

1 SAP Hierarchy Doc #: 0502006935
SAP Entry Doc #: 0502006597

From:	110-2838	-	183-00-110	-	6142	1,825.32-
	110-2838	-	556-00-110	-	6142	994.28-
	110-2838	-	193-00-110	-	6142	267.12-
	110-2838	-	596-00-110	-	6142	148.40-
	110-2838	-	183-00-110	-	6231	139.64-
	110-2838	-	556-00-110	-	6231	76.06-
	110-2838	-	420-00-110	-	6142	37.10-
	110-2838	-	580-00-110	-	6142	29.68-
	110-2838	-	510-00-110	-	6142	29.68-
	110-2838	-	193-00-110	-	6231	20.43-
	110-2838	-	444-00-110	-	6142	14.84-
	110-2838	-	596-00-110	-	6231	11.35-
	110-2838	-	420-00-110	-	6231	2.84-
	110-2838	-	183-00-110	-	6261	2.79-
	110-2838	-	580-00-110	-	6231	2.27-
	110-2838	-	510-00-110	-	6231	2.27-
	110-2838	-	556-00-110	-	6261	1.52-
	110-2838	-	444-00-110	-	6231	1.14-
	120-2838	-	820-00-120	-	6142	3,607.55

To:

Control No: B

From Amount: 3,606.73-

To Amount: 3,607.55

Text: Returning budget for Reg Teachers Performing Sub Duties after

discovering payment made to Aides. Expenses instead JV'd

Monthly Budget Report
Dates: 06-01-2013 - 06-30-2013
Fiscal Year: 2012 - 2012

293-MINI FED PROG 02-03

1 SAP Hierarchy Doc #: 0502007062
SAP Entry Doc #: 0502006720

From:	293-1127	-	586-UG-293	-	6319	1,480.00-
To:	293-1127	-	586-UG-293	-	6383	500.00
	293-1127	-	586-UG-293	-	6384	980.00

Control No: B

From Amount: 1,480.00-

To Amount: 1,480.00

Text: Sigel Staff attending MO SWPBS Training on June 12-14, 2013 in Lake of the Ozarks, MO and coaches training meeting expenses.

Monthly Budget Report
 Dates: 06-01-2013 - 06-30-2013
 Fiscal Year: 2012 - 2012
 Fund Summary - Transfers Only

Fund Total From 110-INCIDENTAL	:	1,552,403.55-
To 110-INCIDENTAL	:	1,720,296.00
Fund Total From 120-TEACHERS FUND	:	171,500.00-
To 120-TEACHERS FUND	:	3,607.55
Fund Total From 293-MINI FED PROG 02-03	:	1,480.00-
To 293-MINI FED PROG 02-03	:	1,480.00
District Total From	:	1,725,383.55-
To	:	1,725,383.55



BOARD RESOLUTION

Date: July 17, 2013

Agenda Item : 09-05-13-02

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Leadership Training Program

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

SUBJECT: To ratify the District's participation in the Public Education Leadership Program (PELP) at Harvard University. The program was for the period July 8, 2013 through July 12, 2013 at a cost of \$41,400.

BACKGROUND: The Public Education Leadership Program (PELP) is designed to help leaders identify key elements of district-wide improvement strategies and bring these elements into a coherent and integrated relationship. District leaders leverage this framework to develop operational strategies that work towards improving student performance throughout the District.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.A

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

Fund Source: 810-00-110-2321-6312	GOB	Requisition #:
Amount: \$41,400.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$41,400.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Superintendent

Requestor: Leon Fisher

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



HARVARD | BUSINESS | SCHOOL

Executive Education Invoice

Bill to:
 Flieg, Debra
 Saint Louis Public School District

Invoice Number: 148174-6
 Invoice Date: 26 March, 2013
 Program Fee: \$41,400.00
 Total Paid: \$39,100.00
Balance Due: \$2,300.00
 PO # :

Public Education Leadership Project / PELP-2013-7 on 6/10/2013

Invoice Item (s)	Description	Registrant	Amount	Tax	Total Amount
Program Registration	Registration for Public Education Leadership Project PELP-2013-7 07/07/2013-07/12/2013	Debra Flieg	\$41,400.00	\$0.00	\$41,400.00
Program Registration	Scholarship - 'John Whitehead Fund for Social Enterprise (586947)' Assigned on 27-Mar-2013		\$0.00		
Program Registration	Scholarship - 'John Whitehead Fund for Social Enterprise (586947)' Assigned on 27-Mar-2013		\$18,400.00		
Program Registration	Scholarship - 'John Whitehead Fund for Social Enterprise (586947)' Assigned on 25-Jun-2013		\$2,300.00		

Payment Procedures
 (Payable in U.S. Dollars Only)

Harvard Tax I.D. Number: 042-103-580
 Harvard W-9 (with Taxpayer ID and Certification)

COMPANY OR BANK CHECK

Payable to:
 Harvard Business School
 Exed Finance (Kresge 111)
 1 Soldiers Field
 Boston, MA 02163
 USA

Must include: Invoice Number, Participant's Name, HBS Executive Program Name

CREDIT CARD: Visa, MasterCard, and American Express

To securely pay by credit card, please select [this link](#).

If there are any issues with the link above, please fax this invoice with the credit card number and expiration date to 617-496-7311 or call 617-496-1361 to remit a payment.

BANK WIRE TRANSFERS

Bank of America, 100 Federal Street, Boston, MA 02110
 Bank Acct #: 9428429810
 ABA #: 026009593
 (for EFT or ACH transfers, please use ABA# 011000138)
 Swift Code #: BOFAUS3N

Acct Name: President & Fellows of Harvard College HBS
Must include: Invoice Number, Participant's Name, Company/Organization, HBS Executive Program Name

Please fax bank wire confirmation to: HBS Executive Education Finance at 617-496-7311

Program Fee includes any applicable charges for Tuition, Room, Board and Materials

Payment Terms: Payment is due within thirty days of the invoice



BOARD RESOLUTION

Date: July 17, 2013

Agenda Item : 09-05-13-03

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Policy Adoption/Change

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

SUBJECT: To approve the FY 2014 SLPS District Tuition Rate of \$15,658 per pupil.

BACKGROUND: Pursuant to Missouri Revised Statute 167.131, the St. Louis Public Schools (SLPS) are required to establish a tuition rate for all non-SLPS students. The per pupil tuition rate was calculated by dividing the cost of maintaining the grade level grouping by the average daily pupil attendance, in accordance with the referenced statute.

Accountability Plan Goals: Goal V: Governance

Objective/Strategy:

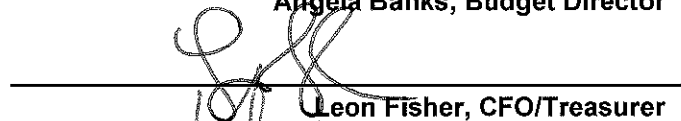
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type - 2218 Function- 6411 Object Code)

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

Department: Superintendent

Requestor: Leon Fisher


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: August 5, 2013

Agenda Item : 09-05-13-04

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Leon Fisher, CFO/Treasurer

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To ratify the purchase of \$50.00 Office Max gift cards for each new teacher as a part of the new Teachers Matter Initiative. The cost of the program will not exceed \$12,500.00.

BACKGROUND: The Teachers Matter Initiative is designed to welcome new teachers and help them get acclimated to their new school. This approach has been used in other districts and the survey feedback has been positive.

Accountability Plan Goals: Goal II: Highly Qualified Staff

Objective/Strategy: II.A

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

Fund Source: 810-00-110-2321-6411	GOB	Requisition #:
Amount: \$12,500.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$12,500.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600001136

Department: Finance

Angela Banks, Budget Director

Requestor: Leon Fisher

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Mary M. Houlihan, Dep. Supt., Operations

Foster, Beverly P.

From: Fisher, Leon
Sent: Wednesday, July 31, 2013 9:00 AM
To: 'Morton, Kay'
Cc: Foster, Beverly P.
Subject: RE: check for gift cards

FYI

From: Morton, Kay [<mailto:KayMorton@officemax.com>]
Sent: Tuesday, July 30, 2013 5:51 PM
To: Fisher, Leon
Subject: check for gift cards

Leon,

Thank you very much for purchasing the gift cards through OfficeMax. I have the store securing 250 gift cards. In order to activate the cards for \$50 each, I will need the check for \$12,500 tomorrow. The store will then activate the cards and I can have them back to you no later than Thursday morning along with the receipt.

In order to stretch the teacher's gift card even farther, I will also include a retail connect card so they can get the District's contract pricing. Another event we would like to host for them is their own exclusive shopping day where they can receive additional discounts in the store. Tim is contacting the Retail District Sales Manager to discuss this opportunity.

Please let me know when the check will be available tomorrow, and I will run down and pick it up. Again, we sincerely thank you for your business.

Kay Morton
Account Executive, OfficeMax WorkplaceSM

Customer Service 877-969-6629
TEL: 314.570.4068 kaymorton@officemax.com
13795 Rider Trail North, Suite 108, Earth City, MO 63045

<http://www.officemaxworkplace.com>



One of the 2012 World's Most Ethical Companies.

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Welcome to St Louis Public Schools! On behalf of the District, please accept the enclosed \$50 gift card to OfficeMax in appreciation to you, our new employee. Please use the card to buy supplies for your new classroom.

In addition to the gift card, we have also provided you an OfficeMax Retail Connect discount card. With this card you will also receive the District's discounted pricing on eligible items. This will allow you to stretch the \$50.00 gift card even more.

While you may use the \$50 gift card and Retail Connect discount card at any time and at any OfficeMax retail location, there will be a private shopping event exclusively for St Louis Public Schools. This private shopping event will be held on Sunday morning, August 11 from 9-11AM at the South County store located at 4106 Lemay Ferry; St Louis, MO 63129. Come and enjoy some refreshments as well as door prizes and raffles.

We are so excited for you to be a part of the St. Louis Public School District. We hope you enjoy the gift card and the shopping experience.

Yours Very Truly,

Leon Fisher
Chief Financial Officer
St Louis Public Schools

Kay Morton
Account Executive, OfficeMax
kaymorton@officemax.com
314-570-4068



BOARD RESOLUTION

Date: August 13, 2013

Agenda Item : 09-05-13-05

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Revised: 8/13/13

Action to be Approved:
Contract Extension/Continuation
Previous Board Resolution #10-28-10-10
Prior Year Cost: \$6,150,000.00
Previous Year Period: 10/29/10 thru 10/29/13

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

SUBJECT: To approve the amendment of Board Resolution #10-28-10-10, a contract with Kwame Building Group, to increase the cost by \$775,000.00 through October 29, 2015. This increase will provide continued construction management services for the proposed new elementary school to be built in the Tower Grove neighborhood. If approved, the revised total cost of the contract will be \$6,925,000.00. This increase will be funded through the Proposition S Bond Program.

BACKGROUND: On June 27, 2013, the SAB approved the recommendation to begin a community and staff engagement process and architectural evaluation/design for the construction of a new elementary school in the Tower Grove neighborhood. Kwame Building Group will provide construction oversight for the project. According to the proposed timeline, the architectural selection, evaluation, design process and construction will begin in August 2013 and should be completed no later than July 2015. This increase will be funded through the Proposition S Bond Program under Construction Management Services.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.C.1

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

Fund Source: 905-00-914-2629-6319	Prop S	Requisition #: TBD
Amount: \$775,000.00		
Fund Source:		Requisition
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed \$775,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600013340

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Mary M. Houlihan, Dep. Supt., Operations

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: August 13, 2013

Agenda Item: 09-05-13-06

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

REVISED: 8/13/13

Action to be Approved:
Contract Extension/Continuation
Previous Board Resolution #02-17-11-08
Prior Year Cost: \$2,000,000.00
Previous Year Period: 2/4/11 thru 10/29/13

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

SUBJECT: To approve the amendment of Board Resolution #02-17-11-08, a contract with ID/IQ Architects, to increase the cost by \$1,200,000.00 through October 29, 2015. This increase, at 8% of the \$15 million total construction cost, will provide continued architectural, engineering and planning services for the proposed new elementary school to be built in the Tower Grove neighborhood. If approved, the total cost of the contract will now be \$3,200,000.00. This increase will be funded through the Proposition S Bond Program.

BACKGROUND: On June 27, 2013, the SAB approved the recommendation to begin a community and staff engagement process and architectural evaluation/design for the construction of a new elementary school in the Tower Grove neighborhood. The architects will provide design oversight for the project. According to the proposed timeline, the architectural selection, evaluation, design process and construction will begin in August 2013 and should be completed no later than July 2015. This increase will be funded through the Proposition S Bond Program under Design Services.

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

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

Fund Source: 905-00-914-2621-6319	Prop S	Requisition #: TBD
Amount: \$1,200,000.00		
Fund Source:		Requisition
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost not to Exceed \$1,200,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600001453

Department: Operations

Requestor: Linda C. McKnight

Angela Banks, Budget Director

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

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

Mary M. Houlihan, Dep. Supt., Operations



BOARD RESOLUTION

Date: August 7, 2013

Agenda Item : 09-05-13-07

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Deanna Anderson, Exec. Dir., Transportation

Action to be Approved: Contract

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

Previous Board Resolution # 06-27-13-38

SUBJECT: To approve an Addendum to the agreement for transportation services provided by First Student, Inc. that will provide van service for the Students in Transition program during the FY13-14 school year.

BACKGROUND: Board resolution #06-27-13-39 referenced the Students in Transition (SIT) program exploring different options of transportation that would reduce the cost of service. One of the options would be to provide van service to other districts once it becomes cost effective (i.e. instead of multiple cab runs, use a van to pick up the students and take them to a central destination). The attached Addendum allows this van service to be established and operated by our transportation contractor, First Student, Inc. While we are not requesting any additional funds at this time, depending upon the success of this program with other districts, any additional costs would be offset by the savings from the SIT program.

Accountability Plan Goals: Goal III: Facilities, Resources Support

Objective/Strategy: III.F

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

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Transportation

Requestor: Deanna J. Anderson

Deanna Anderson, Exec. Dir., Transportation

Mary M. Houlihan, Dep. Supt., Operations

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

ADDENDUM TO AGREEMENT FOR TRANSPORTATION SERVICES

THIS ADDENDUM TO Agreement for Transportation Services, hereinafter called the "Addendum", is made by and entered into as of the 3rd day of July, 2013, by and between the Special Administrative Board for the Transitional School District of the City of St. Louis, with principal offices at 801 North 11th St., St. Louis, MO 63101, hereinafter called "Board", and First Student, Inc., with corporate offices located at 600 Vine Street, Ste. 1400, Cincinnati, OH 45202 and its local operating address at 11960 Westline Industrial Dr., #321, St. Louis, MO 63146, hereinafter called "Contractor", and collectively called "Parties."

WHEREAS, Parties have entered into the Agreement for Transportation Services, dated October 2, 2012;

WHEREAS, District has requested additional services to be performed, not covered by current Agreement, and Contractor has agreed to provide service;

NOW, THEREFORE, the Parties agree as follows:

1. Contractor will provide transportation service for District Homeless Students at compensation rates as listed in Exhibit A attached hereto.

2. All terms and specifications from the original Agreement for Transportation Services of October 2, 2012 will apply to this Addendum except for the Term of the Agreement. The term of this Addendum is July 1, 2013 through June 30, 2017. The Addendum may be extended by mutual written agreement of the Parties for additional one-year terms.

FIRST STUDENT, INC.

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

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A
Addendum Pricing – Homeless Transportation
July 1, 2013 – June 30, 2014

Regular & Special Education runs for Regular School Term	2013-14 Basic Rate*	2013-14 Excess Rate*
Basic daily rate – 5 hours Excess – charged on routes exceeding 5 hours	Basic daily rate	Cost per ¼ hour in excess of basic
16 Passenger or less	\$286.74	\$10.92

Special Education runs Requiring an Attendant for Regular School Term	2013-14 Basic Rate*	2013-14 Excess Rate*
Basic daily rate – 5 hours Excess – charged on routes exceeding 5 hours	Basic daily rate	Cost per ¼ hour in excess of basic
16 Passenger or less	\$339.95	\$14.58

Special Education runs requiring an Attendant & Wheelchair Lift for Regular School Term	2013-14 Basic Rate*	2013-14 Excess Rate*
Basic daily rate – 5 hours Excess – charged on routes exceeding 5 hours	Basic daily rate	Cost per ¼ hour in excess of basic
16 Passenger or less	\$345.55	\$14.58

Regular & Special Education runs for Summer School Term	2013-14 Basic Rate*	2013-14 Excess Rate*
Basic daily rate – 3 hours Excess – charged on routes exceeding 3 hours	Basic daily rate	Cost per ¼ hour in excess of basic
16 Passenger or less	\$148.63	\$10.92

Special Education runs Requiring an Attendant for Summer School Term	2013-14 Basic Rate*	2013-14 Excess Rate*
Basic daily rate – 3 hours Excess – charged on routes exceeding 3 hours	Basic daily rate	Cost per ¼ hour in excess of basic
16 Passenger or less	\$201.99	\$14.58

EXHIBIT A
Addendum Pricing – Homeless Transportation
July 1, 2013 – June 30, 2014

Special Education runs Requiring an Attendant & Wheelchair Lift for Summer School Term	2013-14 Basic Rate*	2013-14 Excess Rate*
Basic daily rate – 3 hours Excess – charged on routes exceeding 3 hours	Basic daily rate	Cost per ¼ hour in excess of basic
16 Passenger or less	\$203.80	\$14.58

*Rates in extension years will increase by the CPI-U for St. Louis, MO/IL as published by the US Department of Labor, Bureau of Labor Statistics, for the prior calendar year, with a minimum rate of 2.5%.



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-08

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Action to be Approved: Membership

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

Previous Board Resolution # 07-10-12-11

Prior Year Cost \$6,280.00

SUBJECT: To approve a membership renewal with CharacterPlus of Cooperating School District. CharacterPlus will provide the staff of St. Louis Public Schools access to research-based training and concentrate resources in selected schools through the development and usage of an intentionally designed plan by the school's leadership team and administrator. The membership will be for the period of September 6, 2013 to June 30, 2014 in an amount not to exceed \$6,900.00.

BACKGROUND: CharacterPlus will provide a series of off-site professional development for educators and parents; seek grants that allow the providing of Caring School Community to the District and meet with administrators and school leadership teams to develop usage plans to help them meet their goals. St. Louis Public Schools has been a member for 25 years.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: II.B

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

Fund Source: 234-2213-824-BS-234	Non-GOB	Requisition #: 10135097
Amount: \$6,900.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$6,900.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600001292

Department: Academics

Requestor: Dr. Cleopatra Figgures

Angela Banks, Budget Director

Dr. Cleopatra Figgures, Dep. Supt.,
Accountability/Academics

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM

TO: Liz Gibbons
Director, CHARACTER_{plus}®

FROM: St. Louis Public Schools

RE: Letter of Acceptance for 2013-2014 CHARACTER_{plus} Services

St. Louis Public Schools will support a financial commitment of \$6,900.00 to CHARACTER_{plus} in 2013-2014, beginning September 6, 2013. Our district will be billed sixty percent (60% of the fees in September 2013, and the remaining forty percent (40%) in January 2014.

Dr. Kelvin Adams
St. Louis Public Schools
Superintendent

Date

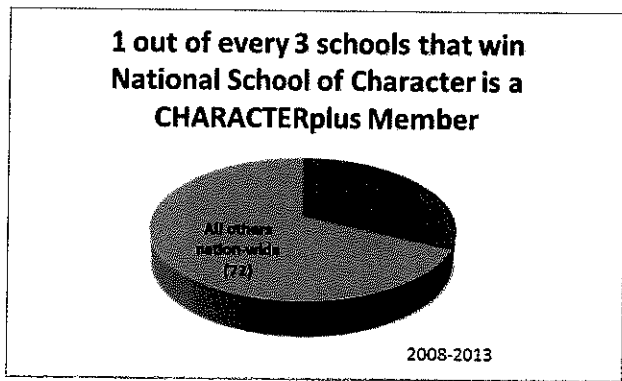
Q-Mailed 4/1/13

CHARACTERplus[®]
Inspiring lives of integrity

1460 Craig Road
St. Louis, MO 63146
314-692-1215
314-692-9788 fax
www.CHARACTERplus.org

April 1, 2013

Dr. Kelvin Adams
St. Louis Public Schools
801 N. 11th
St. Louis, MO 63101



Dear Kelvin,

I write to ask that you again commit the St. Louis Public Schools to membership in CHARACTERplus for the 2013-2014 school year. And to let you know that for the first time in over 11 years a modest increase is necessary to remain the quality program that you have come to expect. Membership fees continue to be matched 2:1 through our extensive fundraising and grant writing. Not only have dues remained the same for the past 11 years, in 2005 they decreased. However because of rising cost, we find this modest increase necessary.

For 25 years the CHARACTERplus model has helped our member districts become recognized for leadership in the field of character education. Once again this year CHARACTERplus member schools lead the nation as finalists in the National School of Character (NSOC) program.

We are dedicated to assisting each and every one of your schools to reach this distinction. Research has proven that students do better academically when character education is the focus.

This is the 25th Anniversary year for CHARACTERplus and the participation in our programs has never been better. All Character Education Certificate workshops have been full; we have had to add more to accommodate the demand. The same has happened with the Leadership Academy in Character Education (LACE).

Enclosed is letter of agreement to be signed and returned by April 30th, 2013. Thank you for your commitment to character education.

Sincerely,

Liz Gibbons, Director
CHARACTERplus
A Division of Cooperating School Districts
lgibbons@csd.org

Vertical stamp: RECEIVED APR 1 2013

RECEIVED
4/1/13



BOARD RESOLUTION

Date: August 5, 2013

Agenda Item : 09-05-13-09

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved:

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

Course
Reactivation

SUBJECT: Request for course additions in the area of "Honors" to be reactivated for the 2013-14 Academic School Year.

BACKGROUND: In an effort to improve the diversity of course offerings, this request is being made for the Honors pathway. These classes would not be weighted any differently than other classes such as Pre-Advanced Placement or Advanced Placement courses. They will have the same weight as these classes presently have in the system. The course offerings have been vetted with the Curriculum and Instruction Office and the Accountability and Assessment Office, and Instructional Technology Office to ensure there are appropriate codes in the course catalog and they follow a pathway toward End-of-Course examinations. They would utilize present District textual materials as a basis for the class.

Accountability Plan Goals: Goal I: Student Performance **Objective/Strategy:** 4

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

Fund Source: NA	Non-GOB	Requisition #:
Amount: NA		
Fund Source: NA		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Academic

Requestor: Sheila Smith-Anderson

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

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

NEW COURSE ADDITION APPROVAL FORM

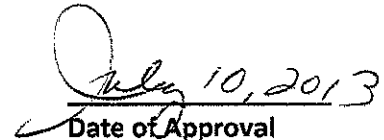
To be submitted prior to the end of the 1st academic semester preceding the fiscal year of implementation.

To Be Implemented in Academic Year 2013-2014

REQUESTOR	Chip Clatto
TITLE	Principal
SCHOOL	Collegiate School of Medicine and Bioscience
PRINCIPAL	Chip Clatto
PRINCIPAL APPROVAL (Yes/No)	Yes
SUBJECT AREA	Mathematics
COURSE TITLE	Freshman Pre-Calculus/Trigonometry and Analytical Geometry
Course PREREQUISITE	Honors require faculty recommendation and students must test into this class. Students must have received an A in 8 th grade Geometry and Algebra 2/Trig.
COURSE LEVEL (Elementary/Middle/High)	9 th grade high school
COURSE NUMBER	
COURSE DESCRIPTION	This course is designed to cover topics in Algebra ranging from polynomial, rational, and exponential functions to conic sections. Trigonometry concepts such as Law of Sines and Cosines will be introduced. Students will then begin analytic geometry and calculus concepts such as limits, derivatives, and integrals. This class is important for any student planning to take AP Calculus AB or BC
YEAR CODE	
CREDIT	
STATE NAME	
STATE CODE	
CERTIFICATION NEEDED	

Authorization


 Sheila Smith-Anderson, Executive Director of Curriculum & Instruction


 Date of Approval

SAB APPROVED _____
 (Yes/No)

 Date of Approval

CUR-AD019

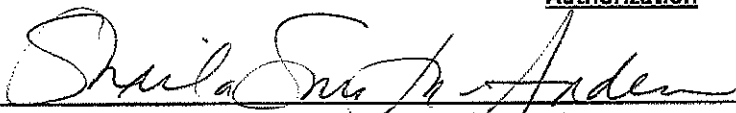
NEW COURSE ADDITION APPROVAL FORM

To be submitted prior to the end of the 1st academic semester preceding the fiscal year of implementation.

To Be Implemented in Academic Year 2013-2014

REQUESTOR	Chip Clatto
TITLE	Principal
SCHOOL	Collegiate School of Medicine and Bioscience
PRINCIPAL	Chip Clatto
PRINCIPAL APPROVAL (Yes/No)	Yes
SUBJECT AREA	Mathematics
COURSE TITLE	Honors Freshman Algebra
Course PREREQUISITE	Honors require faculty recommendation and proficient or advanced on 7 th grade standardized test scores in subject area and an A in their 8 th Algebra 1 class.
COURSE LEVEL (Elementary/Middle/High)	9 th grade high school
COURSE NUMBER	
COURSE DESCRIPTION	In Honors Freshman Algebra, students will use symbolic reasoning to represent mathematical situations, express generalizations, and study relationships among quantities that can be represented with linear equations, linear inequalities, and linear functions. Students will also be introduced to non-linear functions such as exponentials and quadratics. In Algebra 1, hand-held graphing calculators are strongly recommended as part of instruction and assessment. Students should be able to use a variety of representations (concrete, numerical, algorithmic, and graphical) and technology to model mathematical situations and solve meaningful problems. The course will be taught through the use of best practices and research-proven instructional strategies. If the students have not already done so, they will take the Missouri EOC Algebra 1 exam as the final exam in this course. The exam will count 20% of the final grade.
YEAR CODE	
CREDIT	
STATE NAME	
STATE CODE	
CERTIFICATION NEEDED	

Authorization



Sheila Smith-Anderson, Executive Director of Curriculum & Instruction



Date of Approval

SAB APPROVED _____
(Yes/No)

Date of Approval

CUR-AD019

NEW COURSE ADDITION APPROVAL FORM

To be submitted prior to the end of the 1st academic semester preceding the fiscal year of implementation.

To Be Implemented in Academic Year 2013-2014

REQUESTOR	Chip Clatto
TITLE	Principal
SCHOOL	Collegiate School of Medicine and Bioscience
PRINCIPAL	Chip Clatto
PRINCIPAL APPROVAL (Yes/No)	Yes
SUBJECT AREA	Mathematics
COURSE TITLE	Honors 9 Geometry
Course PREREQUISITE	Honors require faculty recommendation and proficient or advanced on 7 th grade standardized test scores in subject area. Also, <i>placement determined by CSMB Math Assessment Test or STAR Math assessment. Students must have made a grade of A- in Algebra 1-2 or B- or higher in Algebra 1-2 Honors in 8th grade.</i>
COURSE LEVEL (Elementary/Middle/High)	9 th grade high school
COURSE NUMBER	
COURSE DESCRIPTION	This accelerated course in geometry covers the standard content of Euclidean geometry including congruence, similarity, polygons, circles, constructions, and coordinate geometry. This standard content is explored with greater intensity and emphasis on proof and analytical thinking. Additional topics may include transformations and further investigations of three-dimensional figures such as polyhedra.
YEAR CODE	
CREDIT	
STATE NAME	
STATE CODE	
CERTIFICATION NEEDED	

Authorization


 Sheila Smith-Anderson, Executive Director of Curriculum & Instruction


 Date of Approval

SAB APPROVED _____
 (Yes/No)

_____ Date of Approval

NEW COURSE ADDITION APPROVAL FORM

To be submitted prior to the end of the 1st academic semester preceding the fiscal year of implementation.

To Be Implemented in Academic Year 2013-2014

REQUESTOR	Chip Clatto
TITLE	Principal
SCHOOL	Collegiate School of Medicine and Bioscience
PRINCIPAL	Chip Clatto
PRINCIPAL APPROVAL (Yes/No)	Yes
SUBJECT AREA	Mathematics
COURSE TITLE	Honors Freshman Algebra II
Course PREREQUISITE	Honors require faculty recommendation and students must test into this class. A grade of A- in Algebra 1-2 <u>and</u> grade of A- or higher in Geometry or B- or higher in Geometry Honors.
COURSE LEVEL (Elementary/Middle/High)	9 th grade high school
COURSE NUMBER	
COURSE DESCRIPTION	This accelerated mathematics course combines a second, or advanced, course in algebra with an introductory study of trigonometry. Topics include linear equations in one and two variables, systems of linear equations, polynomials, and rational expressions, quadratic equations in one and two variables, quadratic systems, logarithms, sequences and series, and trigonometric functions.
YEAR CODE	
CREDIT	
STATE NAME	
STATE CODE	
CERTIFICATION NEEDED	

Authorization


Sheila Smith-Anderson, Executive Director of Curriculum & Instruction


Date of Approval

SAB APPROVED _____
(Yes/No)

Date of Approval

NEW COURSE ADDITION APPROVAL FORM

To be submitted prior to the end of the 1st academic semester preceding the fiscal year of implementation.

To Be Implemented in Academic Year 2013-2014

REQUESTOR	Chip Clatto
TITLE	Principal
SCHOOL	Collegiate School of Medicine and Bioscience
PRINCIPAL	Chip Clatto
PRINCIPAL APPROVAL (Yes/No)	Yes
SUBJECT AREA	Language Arts
COURSE TITLE	Ninth Grade Honors English I
Course PREREQUISITE	Honors require faculty recommendation and proficient or advanced on 7 th grade standardized English test scores. Students must have made an A in 8 th grade English.
COURSE LEVEL (Elementary/Middle/High)	9 th grade high school
COURSE NUMBER	
COURSE DESCRIPTION	Ninth Grade Honors Language Arts draws from a variety of genres and time periods, seeks to enhance students' existing skills in the areas of grammar and rhetoric, as well as literary analysis of prose and poetry, reading comprehension, vocabulary and critical thinking and research. Writing and communication skills are essential for success, and students must be able to think and work independently and in groups. While not required for AP enrollment, the purpose of this course is to prepare the student for AP English courses; therefore, the standards of instruction and expectations will be based on AP guidelines. Honors students will complete an average of one novel/book or poetry/short story unit every 3-4 weeks. Students should expect that most assigned reading will be done outside of class and that most books will be analyzed as a whole rather than chapter by chapter. The content of the course will focus on classic and contemporary literature similar to that recommended on the AP reading list with age appropriate content. In addition, the courses will include intensive analytical, persuasive, and expository writing. Students should expect to write a minimum of three multi-paragraph essays per semester and to complete one multi-step research essay in the ninth grade year. Essays comprise a major part of the course grade with few objective tests given. Students will actively develop their vocabulary with a special emphasis on academic vocabulary and vocabulary for standardized testing.
YEAR CODE	
CREDIT	
STATE NAME	
STATE CODE	
CERTIFICATION NEEDED	

Authorization


Sheila Smith-Anderson, Executive Director of Curriculum & Instruction


Date of Approval

SAB APPROVED _____
(Yes/No)

Date of Approval

NEW COURSE ADDITION APPROVAL FORM

To be submitted prior to the end of the 1st academic semester preceding the fiscal year of implementation.

To Be Implemented in Academic Year 2013-2014

REQUESTOR	Chip Clatto
TITLE	Principal
SCHOOL	Collegiate School of Medicine and Bioscience
PRINCIPAL	Chip Clatto
PRINCIPAL APPROVAL (Yes/No)	Yes
SUBJECT AREA	Social Studies
COURSE TITLE	Ninth Grade Honors World History
Course PREREQUISITE	Honors require faculty recommendation and proficient or advanced on 7 th grade standardized English test scores. Students must have made an A or B in 8 th grade English.
COURSE LEVEL (Elementary/Middle/High)	9 th grade high school
COURSE NUMBER	
COURSE DESCRIPTION	The Honors World History course is designed to equip motivated students with rich content knowledge, understanding of sequence and the interdependence of historical events. It is especially designed to develop the critical reading, writing, and thinking skills necessary for future Advanced Placement and college-level work in social studies. Honors students will work extensively with primary sources, learning the analytic and explanatory skills needed to use sources effectively as evidence in writing. Additionally, students at the honors level will regularly consider historians' different accounts of the same events, developing the ability to recognize and, eventually, construct historical arguments. Students should expect to write at least one essay (either free response question or documents based question) each unit, sometimes as the culminating unit assessment. Additionally, students will complete a major research paper; they will identify, evaluate, and document the use of multiple sources to support their research. Lastly, the honors-level course will place a special emphasis on skills needed in Advanced Placement courses, including nuanced use of evidence in the documents based question essay.
YEAR CODE	
CREDIT	
STATE NAME	
STATE CODE	
CERTIFICATION NEEDED	

Authorization


Sheila Smith-Anderson, Executive Director of Curriculum & Instruction


Date of Approval

SAB APPROVED

(Yes/No)

Date of Approval

CUR-AD019

NEW COURSE ADDITION APPROVAL FORM

To be submitted prior to the end of the 1st academic semester preceding the fiscal year of implementation.

To Be Implemented in Academic Year 2013-2014

REQUESTOR	Chip Clatto
TITLE	Principal
SCHOOL	Collegiate School of Medicine and Bioscience
PRINCIPAL	Chip Clatto
PRINCIPAL APPROVAL (Yes/No)	Yes
SUBJECT AREA	Mathematics
COURSE TITLE	Honors Geometry
Course PREREQUISITE	Honors require faculty recommendation and proficient or advanced on 7 th grade standardized test scores in subject area. Also, <i>placement determined by CSMB Math Assessment Test and STAR Math assessment. Students must have made a grade of A- in Algebra 1-2 or B- or higher in Algebra 1-2 Honors in 8th grade.</i>
COURSE LEVEL (Elementary/Middle/High)	9 th and 10 th
COURSE NUMBER	
COURSE DESCRIPTION	This accelerated course in geometry covers the standard content of Euclidean geometry including congruence, similarity, polygons, circles, constructions, and coordinate geometry. The appreciation of the power of logic as a tool for understanding the world around you, the concept of proof is a substantial focus of the course. This standard content is explored with greater intensity and emphasis on proof and analytical thinking. Additional topics may include transformations and further investigations of three-dimensional figures such as polyhedral. Because development of precise mathematical language is stressed, reading and problem solving are emphasized throughout.
YEAR CODE	
CREDIT	
STATE NAME	
STATE CODE	
CERTIFICATION NEEDED	

Authorization


Sheila Smith-Anderson, Executive Director of Curriculum & Instruction


Date of Approval

SAB APPROVED _____
(Yes/No)

Date of Approval



BOARD RESOLUTION

Date: July 31, 2013

Agenda Item : 09-05-13-10

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Timothy Murrell, Exec. Dir., Career Technical Ed

Action to be Approved: Contract

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

SUBJECT: To approve a sole source contract with Defined Learning, LLC, to provide Defined STEM (science, technology, engineering and math) curriculum and professional development resources to teachers in three District elementary schools, for the period of September 6, 2013, through August 31, 2014, in a total amount not to exceed \$7,485.00.

BACKGROUND: Defined STEM is a web-based application designed to promote effective and relevant connections between STEM classroom content and STEM career pathways, providing engaging learning opportunities for students. Defined STEM provides teachers with a resource where they can access highly effective media content and related support materials. These resources and materials allow teachers to connect STEM (science, technology, engineering, and math) career awareness to existing lessons and standards-based curriculum. Since research shows that the "one size fits all" classroom minimizes student success, Defined STEM learning connections and performance tasks are designed to support mixed ability levels, interests, and foundational knowledge.

Accountability Plan Goals: Superintendent's Initiatives

Objective/Strategy:

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

Fund Source: 022-00-240-2426-6319	Non-GOB	Requisition #: 10135158
Amount: \$7,485.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$7,485.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600015565

Department: Career and Technical Educ

Angela Banks, Budget Director


Requestor: Tim M. Murrell

Timothy Murrell, Exec. Dir., Career Technical Ed

Leon Fisher, CFO/Treasurer

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Dr. Kelvin R. Adams, Superintendent


 Defined Learning	Defined Learning, LLC 900 Skokie Blvd Suite 118 Northbrook IL., 60062	tel 847-850-0188
		fax 847-483-1259
		joel_jacobson@ definedlearning.com

Defined Learning's "Defined STEM"

Title Access Agreement

Prepared for: ST. LOUIS PUBLIC SCHOOLS

Date: April 22, 2013

 Defined Learning	Defined Learning, LLC 900 Skokie Blvd Suite 118 Northbrook IL, 60062	tel 847-850-0188
		fax 847-483-1259
		joel_jacobson@definedlearning.com

Defined Learning Title Access ("Agreement")
 Made 04/22/2013 between Defined Learning, LLC. ("Defined Learning") and
ST. LOUIS PUBLIC SCHOOLS, ("SLPS")

1. Defined Learning grants *Title Access*, to the educators, administrators, and the students that are part of **ST. LOUIS PUBLIC SCHOOLS** (collectively, "Users") hereto (the "Community") a limited, non-exclusive, terminable, non-transferable license to access *Defined Learning's* "Defined STEM" or by any other means on which the parties may agree, and to use *Defined Learning's* "Defined STEM" as set forth in the Terms of Use located at <http://www.definedstem.com>, as Defined Learning may revise such Terms of Use from time to time (the "Terms of Use").
2. The "Term" shall cover the date of a signed agreement found in option description(s).
3. The pricing options for this license (the "Fees") shall be as follows:

Option 1: One Building / One Year License


No. Buildings	Description	No. of Years	List Price	SLPS Price	Total Cost for SLPS
3	Defined STEM License	1	\$2,495	\$2,495	\$7,485
Total					\$7,485

Option 2: One Building / Three Year License

No. Buildings	Description	No. of Years	List Price	SLPS Price	Total Cost for SLPS
11	Defined STEM License	1	\$2,495	\$2,000	\$22,000
Total					\$22,000

All other terms and conditions governing this license shall be as set forth in the Terms of Use. In the event of a direct conflict between the terms of this Agreement and the terms of the then-current Terms of Use, the terms of this Agreement shall control.

4. All provisions of this Agreement ("Confidential Information") shall be kept strictly confidential by the parties and may not be disclosed without prior written consent. In the event that "SLPS" receives a request for disclosure of Confidential Information under the Open Records Act applicable to "SLPS"

 Defined Learning	Defined Learning, LLC 900 Skokie Blvd Suite 118 Northbrook IL., 60062	tel 847-850-0188
		fax 847-483-1259
		joel_jacobson@definedlearning.com

(as applicable, the "Acts"), "SLPS" shall immediately notify Defined Learning, LLC of such request and forward a copy of such request to Defined Learning, LLC., attn: Legal Department. "SLPS" shall, upon receipt of any such request for disclosure of Confidential Information, use its best efforts to contest the disclosure of Confidential Information under all exceptions and/or exemptions, if any, that are applicable to such Confidential Information under the Acts.

5. "SLPS" certifies that "SLPS" is exempt from all federal, state, and local taxes and will furnish Defined Learning with copies of all relevant certificates demonstrating such tax-exempt status within 30 days of the execution hereof.
6. This Agreement contains the entire understanding and supersedes all prior understandings between the parties relating to the subject matter herein.
7. This Agreement and pricing therein will remain valid and available to "Community" for purchase of a commitment as defined by this contract for *Defined Learning's* "Defined STEM" service until **30 days upon receiving.**

ST. LOUIS PUBLIC SCHOOLS

DEFINED LEARNING, LLC.

By: _____

By: _____

Title: _____

Title: _____

Printed Name: _____

Printed Name: _____

Date: _____

Date: _____

Please fax this agreement to Joel Jacobson at 847-483-1259.

Please make purchase order out to:

Defined Learning, LLC.
900 Skokie Blvd.
Suite 118
Northbrook, IL 60062



REQUEST FOR SOLE SOURCE PURCHASE

Requestor: Tim M. Murrell	Date: 07/08/2013
Department / School: Career and Technical Education	Phone Number: 314-345-4530
<i>Definition: Sole Source is a good or service that is <u>only</u> available from one (1) source (vendor manufacturer, etc...)</i>	
Unique Goods / Services Requested for Sole Source Purchase (describe in detail below)	
Defined Learning is a company that specializes in providing K-12 schools with a unique, proprietary STEM curriculum that brings relevance to learning through its Defined STEM service. Defined STEM provides teachers and students with resources that bring science, technology, engineering and math classroom initiatives to life. The goal of the product is to engage students by showing real world jobs depicting how STEM is used in everyday careers—accomplishing this by providing a STEM project-based learning curriculum around a central career theme.	
Vendor Name: Defined Learning, LLC	Email: joel_jacobson@definedlearning.com
Vendor Contact: Joel Jacobson	Phone Number (847) 850-0188
Justification Information	
1. Why the uniquely specified goods are required?	
National attention has been focused on the need for STEM education and its relevance to the nation's global competitiveness. Common themes throughout recent research reports include the importance of educating students in STEM subjects and making them aware of STEM careers—especially at the elementary and middle school levels. In addition, careers in science, technology, engineering and math are among the fastest-growing and highest-paying in the economy of the 21 st century.	
2. Why good or services available from other vendors /competitors are not acceptable?	
Defined STEM was first launched in 2009 and is being used in over 5,000 schools in the United States. There is no other vendor that offers Defined Learning's unique approach to integrative STEM education.	
3. Other relevant information if any (i.e., attach manufacturer's statement verifying exclusive availability of product etc...)	
N/A	
4. List the Names of other Vendors contacted & Price Quotes:	
N/A	
<i>I certify the above information is true and correct and that I have no financial, personal or other beneficial interest in the specified vendor.</i>	
Your sole source request will not be approved without the required signatures below:	
Department Head	Date
CFO	Date

Superintendent	Date
----------------	------

Sole Source Checklist

1. Check one of the following:

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

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

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

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

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

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

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

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

- Document a search for additional suppliers

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

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

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

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

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

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

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

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

- Sole supplier (i.e. Regional Distributor)

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

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

- Complete Emergency Purchase Form

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



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-11

To: Dr. Kelvin R. Adams, Superintendent

Action:

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

Action to be Approved: Purchase of Good (s) and Services

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

Previous Board Resolution # 06-27-13-03

Prior Year Cost \$59,785.66

SUBJECT: To approve the purchase of music supplies and repair services for the music programs at the schools on an as needed basis from the vendors listed below for the school year 2013-14. The total cost of the music supplies and repair services will not exceed \$85,000.00.

BACKGROUND: A number of vendors provide small amounts of music supplies and repair services throughout the year on an as needed basis per school. The vendors to be included in this approval include: City Music Company, Nottelmann Music, JW Pepper, M-R Music, Inc., The Musician's Choice, St. Ann's Music Publications, St. Louis Strings, West Music, Fazio Fret's & Friends, and Woodwind & Brasswinds. The amount approved for 12-13 only included the amounts spent with the 3 vendors where the total purchase exceeded \$5,000, whereas, the amount for this year includes all vendors and all amounts to be spent on music supplies and repair services.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: I.A.

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

Fund Source: 847-MY-110-1411-6338	GOB	Requisition #:
Amount: \$30,000.00		
Fund Source: 847-MY-110-1411-6411	GOB	Requisition #:
Amount: \$55,000.00		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$85,000.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: Various

Department: Curriculum & Instruction

Requestor: Kaye Harrelson

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

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-12

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with Washington University to provide tutoring in the subjects of Communication Arts and Math at Ford and Laclede Elementary Schools for approximately 80 selected grade 3-5 students. The name of the program is Each One Teach One. The MOU will be for the period September 6, 2013 to June 30, 2014.

BACKGROUND: The Each One Teach One program has been in SLPS schools for 11 years and has been well received by the SLPS students and faculty. The MOU is the formalization of the program that has been in existence. The cost of transportation is 18,125.00.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

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

Department: Academics

Requestor: Dr. Cleopatra Figgures

Angela Banks, Budget Director

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Leon Fisher, CFO/Treasurer

Rachel Seward, Dep. Supt., Institutional Advancement

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the Washington University (“Agency”) on this 6th day of September, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Washington University and the St. Louis Public Schools in order to provide tutoring in the areas of Communication Arts and Mathematics at Ford and Laclede Elementary Schools. Approximately 80 (grades 3-5) students from each school will be targeted for the tutoring program.

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, who may enter a school building or come into contact with students, must undergo a background check. Agency will require all such personnel to complete the application for a background check as required by SLPS. The application will be submitted by SLPS to secure a Department of Family Services background check and a criminal background check. The background check must be completed with a “no negative findings” result prior to permitting the personnel to begin providing services.

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 transportation for the Washington University students (tutors) to and from the University.
- (b) Provide transportation home for the SLPS students involved in the program.
- (c) Provide 1 SLPS teacher on site to provide supervision, instructional support, training, oversight and direction to the Washington University tutors.

6. Obligations of Agency:

- (a) Identify and provide 50-75 students (tutors) per school to participate in the tutoring program.
- (b) Coordinate tutor training sessions at Washington University.

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) MAP, GLE's and Washington University will provide a pre-assessment attitudinal survey.

8. Term and Termination: The term of the MOU will be for the period September 6th, 2013 to June 30, 2014 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

Washington University

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-13

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Dr. Cleopatra Figgures, Dep. Supt., Accountability

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with Washington University to provide high school students the opportunity to seek scientific careers and increase participation of underrepresented groups in science by bringing resources and scientists directly to teachers and students. The MOU will be for the period of September 6, 2013 through June 30, 2014. There is no cost to the District.

BACKGROUND: The Young Scientist Program has been in SLPS for more than 25 years and has been well received by the SLPS students and faculty. The MOU is the formalization of the program that has been in existence.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

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

Department: Academics

Requestor: Dr. Cleopatra Figgures

Dr. Cleopatra Figgures, Dep. Supt., Accountability

Rachel Seward, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Leon Fisher, CEO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Washington University ("Agency") on this 6th day of September, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Washington University and the St. Louis Public Schools in order to attract students to scientific careers and increase the participation of underrepresented groups in science by bringing resources and scientists directly to teachers and students.

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, who may enter a school building or come into contact with students, must undergo a background check. Agency will require all such personnel to complete the application for a background check as required by SLPS. The application will be submitted by SLPS to secure a Department of Family Services background check and a criminal background check. The background check must be completed with a "no negative findings" result prior to permitting the personnel to begin providing services.

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) Classrooms and teachers available to participate.

6. Obligations of Agency:

YSP runs three core programs, including (1) summer Focus, (2) Teaching Teams, and (3) Teaching Kits. The summer focus program provides rising high school seniors with a paid, intensive summer research internship, where students complete their own original research project. Many Summer Focus scholars choose to remain in science and major in a STEM field in college, of these; several have pursued graduate education.

Teaching Teams are composed of small groups of volunteers who lead hands-on science demonstrations and lessons in area classrooms or during field trips to Washington University School of Medicine (WUSM) campus, supplementing curricula in Physics, Chemistry, Ecology, Evolution, Forensics, Genetics, Genomics, Microbiology, Neuroscience, and Anatomy. Since 2008, Teaching Teams have conducted over 200 separate outings and field trips, impacting thousands of students over hundreds of classroom hours. Student participating in Teaching Team events demonstrate considerable increase in desire to pursue further science education and scientific careers.

Teaching Kits are a new addition to the Young Scientist Program that provide hands-on science experiments “in-a-bag” which can be facilitated by teachers, regardless of their scientific background. They are currently being rigorously evaluated with a focus on developing impactful science tools addressing science education standards for St. Louis teachers.

Partnership with experienced independent evaluators (Leslie Edmonds Holt and Glen E. Holt of Holt Consulting, Seattle, WA, USA) in 2007, YSP has developed systematic and efficient evaluation mechanism to assess impact and efficacy of active programs. This evaluation process has led to identification of problems and implementation of improvements. Results of systematic evaluation of YSP’s two largest program, Summer Focus and Teaching Teams, are contained within this report and demonstrate the sustained impact of these programs on participants and present areas for potential improvement. Identified areas of improvement are outlined as Future Goals for each of the major programs.

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) Participation in the program.

8. Term and Termination: The term of the MOU will be for the period September 6th, 2013 to June 30, 2014 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

Washington University

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: August 7, 2013

Agenda Item : 09-05-13-14

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dept. Supt., Institutional Advancement

Action to be Approved:
Acceptance of Funds/Funding

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

SUBJECT: To ratify the acceptance of funds from Aramark in the amount of \$9,800.00 to support the 2013-14 Back to School Festival.

BACKGROUND: The Back to School Festival has been held annually in recent years, two weeks prior to the opening day of school to retain and recruit students and to assure maximum enrollment on the first day.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

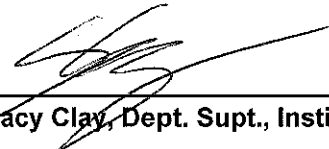
FUNDING SOURCE: (ex: 111 Location Code - 00 Project Code -110 Fund Type – 2218 Function– 6411 Object Code)

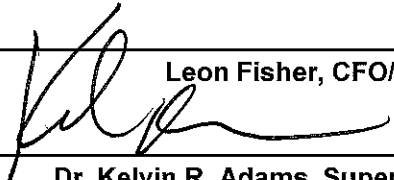
Fund Source: 827-U4-734-1663-6411	GOB	Requisition #:
Amount: 9,800.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$9,800.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Community Education

Requestor: Stacy Clay

Angela Banks, Budget Director


 Stacy Clay, Dept. Supt., Institutional Advancement


 Leon Fisher, CFO/Treasurer

 Dr. Kelvin R. Adams, Superintendent

Margie Headline
 Deputy Superintendent Operations

Aramark
 Aramark Tower
 1101 Market Street
 Philadelphia, PA 19107-2988

DATE	CHECK NO
15-JUL-13	0012755519

169444

INVOICE NO.	DATE	PROFIT CENTER	DISCOUNT AMOUNT	NET AMOUNT
Donation-07-09-13 SL <i>Back to School Fair</i>	09-JUL-13	000002705	.00	9,800.00
<i>734-0000 000-U4-734 5193</i>				
<i>Back to School Fair Donation</i>				
TOTAL			.00	9,800.00

THE ATTACHED CHECK IS
 IN PAYMENT FOR ITEMS
 DESCRIBED ABOVE



APCHECK 03/13

THE FACE OF THIS DOCUMENT HAS A COLORED CHECK BACKGROUND AND MICRO PRINTING



Aramark
 Aramark Tower
 1101 Market Street
 Philadelphia, PA 19107-2988

64-1327
 611

CHECK NUMBER
 0012755519

Nine Thousand Eight Hundred Dollars And Zero
 Cents*****

CHECK IS VOID IF BACKGROUND IS NOT IN COLOR

VENDOR NO.	DATE	PAY THIS AMOUNT
169444	15-JUL-13	*****9,800.00

NOT GOOD OVER 180 DAYS

PAY TO THE ORDER OF
 ST LOUIS PUBLIC SCHOOLS
 801 N 11TH STREET 3RD FLR
 SAINT LOUIS, MO 63101-1029
 United States

ACCOUNTS PAYABLE DISBURSEMENT ACCT.
 Wells Fargo Bank, N.A.

[Signature]
 AUTHORIZED REPRESENTATIVE (S)

THE REVERSE SIDE OF THIS DOCUMENT HAS AN ARTIFICIAL WATERMARK

0012755519 061209756 2079900415973



BOARD RESOLUTION

Date: August 6, 2013

Agenda Item : 09-05-13-15

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved: Purchase of Good (s)

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

SUBJECT: To ratify the purchase of movie theater tickets and passes from the Arnold 14 Cinema (a Wehrenberg Theater) for the Summer School Perfect Attendance Incentive Program. The cost of the tickets was \$12,750. Over 1,300 K-6 students participated in the theater going experience. Additionally, movie passes were purchased for high school students with perfect attendance during summer school. Donated funds were used in support of this expenditure.

BACKGROUND: Summer School serves as a vital educational extension. Students who participate in summer school are often in need of additional academic support. Due to the truncated nature of summer school, attendance every day is critical. The Summer School Perfect Attendance Incentive Program acknowledges and rewards a student's dutiful attendance.

Accountability Plan Goals: Goal I: Student Performance

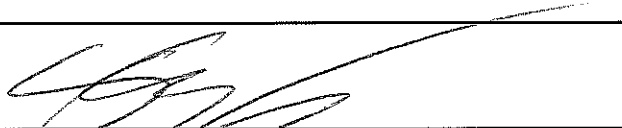
Objective/Strategy: I.A

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

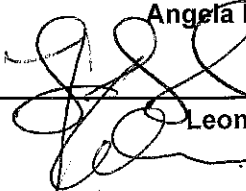
Fund Source: 977-43-732-2523-6395	Non-GOB	Requisition #:
Amount: \$12,750.00		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Cost Not to Exceed: \$12,750.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: 600015541

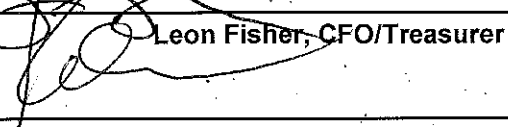
Department: Institutional Advancement

Requestor:


Stacy Clay, Dep. Supt., Institutional Advancement


Angela Banks, Budget Director


Leon Fisher, CFO/Treasurer


Dr. Kelvin R. Adams, Superintendent

INCENTIVES FOR PERFECT ATTENDANCE FOR SUMMER SCHOOL

2012-2013

Arnold 14 Cinema @ Wehrenberg Theater

The Office of Institutional Advancement has provided incentives for perfect attendance for summer school students for the past few years. For elementary students, the most efficient and safest incentive is a field trip to the latest block buster summer movie. For high school students, a movie pass is the most effective incentive. Nearly 2000 students qualified for perfect attendance incentive prizes. Last year, we used 3 different movie theaters to accommodate the elementary students (The Chase, Ronnie's, and The Galleria). This presented several issues in terms of scheduling and proper oversight; therefore, for the 2013 elementary incentive we sought one venue. Using one venue enabled better use of transportation; proper security and supervision of students; and leverage for pricing for movie tickets and refreshments. The Office of Institutional Advancement assessed several theaters that would be able to meet the needs of the 1500 elementary students who qualified for the movie incentive. The Arnold 14 Cinema was selected based on several criteria with the most important criterion being that of the ability to host all of the summer school sites in one location whereby there could be proper oversight of students. Of the 1500 elementary students who qualified, over 1300 attended the movie with 300 high school passes distributed.



BOARD RESOLUTION

Date: August 9, 2013

Agenda Item : 09-05-13-16

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Paula Knight, Assoc. Supt., Elementary Schools

Action to be Approved: Contract Renewal

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

Previous Board Resolution # 09-27-12-16

SUBJECT: To approve the contract renewal with Grace Hill Head Start to provide the framework for the cooperative efforts between Grace Hill Head Start and SLPS. The program will be for the period of September 6, 2013 to June 30, 2014 and there will be no cost to the District.

BACKGROUND: An Agency Agreement with Grace Hill Head Start program that will maximize the use of available local resources to provide special education and related services to identified young children with disabilities and their families for the period September 6, 2013 through May 23, 2014. St. Louis Public Schools agrees to accept a daily rate of \$18.02 for 300 eligible preschool children or an estimated amount of \$951,456.00.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy: 1.D.

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

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Early Childhood/ECSE

Requestor: Paula D. Knight

Paula Knight, Assoc. Supt., Elementary Schools

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

**CONTRACT FOR PURCHASE BY GRACE HILL SETTLEMENT
HOUSE OF HEAD START SERVICES FROM ST. Louis PUBLIC SCHOOL DISTRICT**

THIS CONTRACT FOR PURCHASE BY GRACE HILL SETTLEMENT HOUSE OF HEAD START SERVICES FROM ST. LOUIS PUBLIC SCHOOL DISTRICT (the "Agreement") is made and entered into effective the 3rd day of September 2013 and ends the 2nd day of September 2014, by and between **GRACE HILL SETTLEMENT HOUSE d/b/a Grace Hill Head Start**, a Missouri Non-profit Corporation ("Grace Hill") and, **THE BOARD OF EDUCATION OF THE CITY OF ST. LOUIS**, governing body of the **ST. LOUIS PUBLIC SCHOOL DISTRICT**, a Missouri metropolitan school district ("Provider"/"Partner") (Grace Hill and Provider, each a "party" and collectively, the "Parties").

WHEREAS, Grace Hill has been selected by the U. S. Department of Health and Human Services, Administration for Children and Families ("ACF") as a Head Start grantee to work with other St. Louis organizations to provide quality, cost effective and City-wide services to Head Start eligible families in the City of St. Louis (the "Head Start Program"); and

WHEREAS, Grace Hill wishes to contract with Provider to make available at the St. Louis City Public Schools (the "Schools") comprehensive child development and family services for Head Start eligible children consistent with the Head Start Performance Standards (defined below) and other applicable laws, rules and regulations.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

I. DESCRIPTION OF SERVICES AND RESPONSIBILITIES.

A. Provider

During the term of this Agreement, Provider shall:

- 1) Provide comprehensive child development and family services (including but not limited to, Health, Nutrition, Dental, Disabilities, Mental Health, Education, Curriculum and Assessment, Individualization, Program Governance, Parent, Family & Engagement Framework, Community Partnerships, Eligibility, Recruitment, Selection, Enrollment and Attendance, Parent Involvement and Training) under the Head Start Program (the "Services") in the Schools to 300 children between the ages of 3 and 5 enrolled in the Head Start Program, for the City for St. Louis, in accordance with all policies and procedures of Grace Hill Settlement House and all applicable laws, rules and regulations governing the performance of such Services. In accordance with Head Start Program requirements for five day per week programs, the Services shall be provided for 4 hours per day, five days per week (except for Official School Holidays) for a minimum of 160 days per year of planned class operations over a minimum of 32 weeks of scheduled days of class

operations over an eight or nine month period. Every effort shall be made to schedule make up classes using existing resources if actual class days fall below 160 per year due to inclement weather or other causes. Provider shall make a reasonable estimate of the number of days during a year that classes may be closed due to inclement weather or other causes, based on experience in previous years. In no event shall the number of days of actual Services available to the children fall below 128 days per year.

- 2) Read, understand and comply with all Head Start policies and procedures of Grace Hill and all laws, rules and regulations (federal, state or local), as amended time to time, governing the provision of the Services, including but not limited to, (i) the Civil Rights Act of 1964 and all appropriate amendments, (ii) the Head Start Act, (iii) the "Program Performance Standards for the Operation of Head Start programs by Grantee and Delegate agencies", 45 CFR Ch. XIII Part 1304, (iv) the "Eligibility, Recruitment, Selection, Enrollment and Attendance in Head Start," 45 CFR Ch. XIII, Part 1305, (v) the "Head Start Staffing Requirements and Program Operations", 45 CFR Ch. XIII, Part 1307, (vi) the "Head Start Program Performance Standards on Services for Children with Disabilities", 45 CFR Ch. XIII, Part 1308, (items (iv), (v), (vi) and (vii) and any other federal or state laws, rules and regulations governing the Head Start Program shall be referred to collectively herein as the "Head Start Performance Standards", the provisions of which are made a part of this Agreement and Incorporated herein by reference), and (vii) the Individuals with Disabilities Education Act, 20 USC §§ 1400 et seq. A summary of certain provisions of the Head Start Performance Standards is set forth on Exhibit A hereto and Provider acknowledges that a copy of certain portions of the Head Start Performance Standards has been separately given to Provider by Grace Hill.
- 3) Further:
 - a. Provide families whose children are enrolled in the Head Start Program with quality child development and educational services with consistent caregivers that meet the health and safety requirements as required by licensing and Head Start Performance Standards.
 - b. Require the consent of the parents of each child receiving Services from the Provider to share Head Start enrollment files, health data, developmental screenings, IFSP/IEP reports and other pertinent data with Grace Hill, as a condition to enrollment. If written consent to the sharing of such information is not obtained, Provider shall not enroll that child in the Head Start Program and shall not share such information and shall have no obligation to share such information. At Grace Hill's request, Provider shall furnish Grace Hill with any requested information pertaining to children enrolled in the Head Start program.

- c. Enroll at least 30 children who are eligible for special education and related services or early intervention services under the Individuals with Disabilities Education Act (20 U.S.C. Chapter 33, §§ 1400-1482 "IDEA") as determined by the State or local agency providing services under the IDEA. Provider shall maintain on file for each eligible, enrolled child, a completed Individualized Family Service Plan ("IFSP") and/or an Individual Education Plan ("IEP").
- d. Serve children with disabilities in accordance with the "IDEA" Act, Head Start Performance Standards and ensure services are received in a timely manner.
- e. Develop and/or implement any required disability service plans for children pursuant to the "IDEA" Act and Head Start Performance Standards.
- f. Submit all required reports by the established deadline and maintain compliance in all areas.
- g. Maintain full enrollment and a viable waiting list.
- h. Fill all Head Start vacancies within 30 days of their occurrence, utilizing the Eligibility Priority Criteria (EPC) for selection through ChildPlus. The EPC will be used to select and enroll the neediest families into the Head Start Program. With prior approval from the Grantee, the Provider may enroll more than its allotted 10% (30 children) of children from over-income families into the Head Start program.
- i. Subject to all applicable privacy and confidentiality laws and regulations, maintain enrollment records that include verification of family income, birth date of each child and other verification required by Grace Hill for determining eligibility for Head Start funding as set forth by the Administration for Children and Families.
- j. Maintain attendance records showing the date(s) and times that each child is in attendance at the schools operated by Provider and when attendance falls below 85% per month, document the reasons for low attendance.
- k. Use a validated assessment tool to perform developmental screening tests and similar screenings and assessments of each child's developmental milestones and participate in the Outcomes and National Reporting System data collection and analysis.
- l. Maintain child records such as emergency contact information, as required, including health records for each child, food intolerance

and preferences, emergency health providers, signed parental consent for releases of family or child information and related record for children with special needs.

- m. Maintain family conference documentation, ongoing family documentation and progress in each file.
- n. Maintain confidentiality of family records and program information in accordance with applicable laws.
- o. Policy Council. Inform all parents of the opportunity to participate in the Grace Hill Head Start Policy Council and use all reasonable efforts to obtain regular parent/guardian participation of each enrollee to:
 - 1) Attend scheduled parent orientations and monthly parent meetings;
 - 2) Follow a well child care visit schedule and submit a current physical examination, dental examination, documentation of treatment services, and up-to-date immunization record on all enrolled children;
 - 3) Commit to at least 2 home visits and parent teacher conferences;
 - 4) Work together as a partner to the Head Start program, and Grace Hill;
 - 5) Recruit and identify at least six (6) Head Start Parents to attend the regularly scheduled Policy Council Meetings. If a Head Start parent cannot attend, the Partner shall attend the Policy Council Meetings and share meeting material with Head Start Parents.
- p. Promote and provide activities for Parent Involvement at each school and provide parent activity funds to facilitate parent's full involvement.
- q. Ensure that all Partner Head Start staff meet the regulations in the Head Start Act of 2007 on credentialing. Ensure that 100% of Lead Teachers have a minimum qualification of an Associate Degree in early childhood education. Fifty percent of Teachers have a Baccalaureate or Advanced Degree in Early Childhood. Ensure that Teacher Assistants/Aides have a valid Child Development Associate credential (CDA). Teacher Assistants/Aides that do not have the CDA credential have enrolled in a program leading to an Associate or Baccalaureate degree; or enrolled in a CDA program to be completed within 2 years. Grantee and Partner will equally share the cost of the online CDA program (see EXHIBIT "H" for the corresponding Head Start regulation).

- r. Participate in professional development activities and training provided by Grace Hill Head Start and the community.
- s. Given the laws related to Health Information Privacy Protection Act (HIPPA) the GSHS reviewer is limited to review a copy of the performance appraisal in place at the time of the audit visit and limited to reviewing the dates of completion which will verify that the appraisal is current, the signature of the staff being appraised and the signature of his/her immediate supervisor or designee.
- t. Attend all monthly scheduled Head Start Provider meetings and other Head Start management meetings, as appropriate.
- u. Ensure that each staff member has a health examination; TB test; and background check in accordance with the Head Start Performance Standards on Human Resource Management, State Licensing standards and the Partner's Policies and Procedures. Ensure that staff background checks are completed and obtained prior to the employees first day of employment.
- v. Maintain records of certifications, degrees or awards of all persons employed by Provider to provide proof of quality service as required by the Administration for Children and Families and any other day care licensing authorities.
- w. Ensure not to prescribe any fee schedule or otherwise provided for the charging of any fees to parents. If you operate an extended child care program that prescribes fees, you must document the enrollment of the family in that program clearly and separately from Head Start, as well as provide training to the parent to understand their enrollment in two different programs.
- x. Partner is not to solicit school supplies, food, snacks or donations of any kind from parents or make these items a condition of enrollment and participation in the Head Start program. Include this policy in the program enrollment material and present to the parents at enrollment.
- y. Partner is not to make the presentation or obtainment of any health related document a condition or barrier to enrollment and participation in the Head Start Program.
- z. Participate in the Head Start annual program Self-Assessment planning, implementation, and Quality Improvement Planning.
- aa. Allow Grace Hill's monitor or other appropriate staff access to Provider's schools accompanied by a Partner staff representative for scheduled and unscheduled site and program monitoring visits and rectify any findings or deficiencies cited during such visits with

written plans of action for improvement. Plans of Action must be signed by the members of the Partners Management Staff identified on the Plan of Action as the responsible party for the completion of outlined tasks. Signatures will serve as verification that the Plan was collaboratively created, reviewed, agreed upon and received by the Partner and GSHS staff.

- bb. St. Louis Public School shall utilize the SLPS Monitoring Tool for self monitoring and submit it to the Grace Hill Head Start Partner Compliance Specialist.
- cc. Work to establish collaborative relationships with Grace Hill and other community agencies.
- dd. Provide a non-federal match of at least 25% of the Head Start funds received each month by provider in accordance with the Head Start Performance Standards, which may be in the form of volunteer time, donations of goods or services; utilization of space in Provider's schools rent-free or other "in-kind" contributions.
- ee. Maintain records of equipment purchased with Head Start federal dollars (including date of purchase, vendor, condition of item and cost). Documents pertaining to a physical inventory of federal property must be completed every year for all items at or above \$5000.00.
- ff. Conduct ongoing monitoring activities, at least monthly, in all program areas to meet the Head Start Performance Standards and provide regular monitoring reports.
- gg. Provide Grantee with completed Work Plans. The Work Plans will outline the internal monitoring procedures that the Provider will implement in each of the content areas (including but not limited to what will be monitored, the frequency of monitoring, reports used to monitor, staff responsible for implementation and management level staff responsible for monitoring the implementation of each activity). Partner will provide Grantee with updated Work Plans reflecting changes to the original Work Plans.
- hh. With the execution of this contract and with the Workplan template provided (exhibit "A"), the Provider will submit the following Workplans:
 - 1. Program Workplan (ERSEA, Family and Community Partnerships, Nutrition, Mental Health, Disability, Health and Safety, Parent, Family and Community Engagement Framework)
 - 2. In-Kind Workplan

3. Early Childhood Education and Transition Workplan

4. Human Resources Workplan

- ii. Provide Grantee a copy of the Provider's written personnel policies as it relates to Head Start. Provider will submit updates to any Policies and Procedures.
 - kk. Submit the menu/menu cycle at least 1 month prior to service to enrolled children to ensure that nutritional needs and feeding requirements of enrolled children are being met.
 - ll. All program forms must be approved by the Grantee prior to implementation.
 - mm. Submit all Head Start related staff training materials and training attendance sheets.
 - nn. Attend the "Training and Orientation for Head Start Partners/Delegate" offered by the Grantee. Training will be held prior to the beginning of each school year and as needed.
 - oo. Provider must notify Grantee within 10 days of a Head Start employee's termination, resignation or hire.
 - pp. Provider must maintain a 90% compliance rate. If compliance rate is below 90%, a meeting will take place between the Provider's Head Start management staff and the management staff of the Grantee to evaluate the reasons for non-compliance and to review the contract.
 - qq. Provider must serve breakfast, lunch and snack to enrolled children.
 - rr. With the execution of this contract, Provider will submit a schedule of Professional Development Days and Holidays in which schools will be closed but payment for those days are expected and requested.
 - ss. Provider will prioritize recruitment and enrollment efforts to schools in target area zip codes of 63106, 63107 and 63115.
- 4) Comply with all other applicable federal and state laws, rules and regulations, including but not limited to the provisions of Federal Executive Order No. 11246 of September 24, 1965, pertaining to Equal Employment Opportunity and the rules, regulations and relevant orders of the Secretary of Labor pertaining to Federal Executive Order No. 11245 and Section 504 of the Rehabilitation Act of 1973 relating to services to the handicapped. In accordance with these orders, the Provider agrees that it shall not discriminate either in the provision of Services to clients or in employment practices on the basis of race, color, religion, national origin, sex, age or handicap status.

- 5) Comply with the regulations implementing the Drug-Free Workplace Act of 1988, 45 CFR Part 76, and Subpart F.
- 6) Comply with the terms and conditions of the Certification Regarding Lobbying attached hereto as Exhibit "B" and made a part hereof and shall execute such Certification and deliver it to Grace Hill prior to beginning to perform the Services.
- 7) To the extent feasible, support Grace Hill's mandate to expand the number of slots available to Head Start eligible children in the City of St. Louis and will take no action in opposition to Grace Hill's efforts to meet its Head Start mandate, including but not limited to, campaigning, rallying or presenting oral or written testimony in opposition to Grace Hill's efforts.
- 8) Should any disagreement arise between Provider and Grace Hill with respect to the terms or underlying purposes of this Agreement, Provider's director or other designated representative shall contact Grace Hill's Director of Head Start or vice versa and the parties shall endeavor in good faith to reach a written or oral resolution of the Parties' disagreement, in accordance with generally accepted standards of professional conduct and ethical behavior.
- 9) To the extent feasible and without financial contribution, support Grace Hill's efforts to improve and expand the delivery and accessibility of Head Start Services in the City of St. Louis, including by supporting Grace Hill's applications for permits and approvals from federal, state and municipal authorities as are necessary to expand and improve existing facilities and to develop new sites.
- 10) Parent, Family and Community Engagement Framework. With the execution of this contract, Partner will track two of the seven outcomes of the Parent, Family and Community Engagement Framework (Exhibit "T").
- 11) Sub-Recipient. Partner is a Sub-Recipient of Grace Hill Settlement House for the Head Start program. Provider must follow procedures of federally funded sub-recipients that require agencies who receive more than \$500,000 dollars in federal awards during the fiscal year (effective 2004) to conduct an audit in accordance with OMB Circular A-133. Additionally, as a sub-recipient, the Provider must submit the following with the executed contract:
 - a) Articles of Incorporation
 - b) Bylaws or other governing documents
 - c) Determination Letter from the IRS recognizing the Provider as exempt from income taxes under IRC section 501(C) (3)

d) Last three years' audit reports and management letters received from the Provider's Independent Auditor (including all reports associated with audits performed in accordance with OMB Circular A-133)

f) Copy of the most recent internally-prepared financial statements and current budget.

g) Copies of reports from government agencies, including but not limited to the office of the Inspector General, state or local government auditors, resulting from audits, examinations, or monitoring procedures performed in the last three years.

B. Grace Hill Obligations

Grace Hill shall:

- 1) Offer Provider training opportunities relevant to Head Start Regulations and Head Start Performance Standards.
- 2) Supply Provider with regular program updates and computer and software for ChildPlus tracking of services.
- 3) Conduct at a minimum monthly on-site review of child/family records and program, health/safety site monitoring and classroom/education monitoring at Provider's facilities accompanied by a Provider staff representative.
- 4) Make available to Provider technical assistance regarding implementation of Head Start Performance Standards, child development services, family services, services to children with disabilities, management and other areas of program operations.
- 5) Supply Provider with information regarding community resources for families, including information on accessing services provided by Grace Hill Settlement House.
- 6) If more than (300) eligible Head Start children apply to participate in the program being provided by the Provider hereunder, and the Provider has sufficient space to allow for the enrollment of such children and Grace Hill has not yet filled its Head Start capacity, consider in its sole discretion approving an increase in funding the number of children as provided under Section II, (1) hereunder. Such requests shall be considered on a case-by-case basis.
- 7) Utilizing a compliance team comprised of Grace Hill Head Start Area Specialists, complete an on-site visit at each of the St. Louis Public School sites during the 2013-2014 program year. These visits will be completed no later than May 31, 2014.

- 8) On a monthly basis, Grantee staff will complete a Monthly Summary Report. The report will summarize activities that occurred during the reporting month. Based on this report, any non-compliance and/or follow up items will be outlined in a Corrective Action Plan. Staff responsible for completing specific task(s) listed on the Corrective Action Plan must sign the report. Signatures will serve as verification that the Partner and Grantee staff have collaboratively developed and agree with the Corrective Action Plan, reviewed the report and plan and received a copy of the report and plan.
- 9) On a monthly basis, Grantee will complete a Site Report and review the report with Partner staff. Partner staff will sign the report, verifying receipt of the report.

II. FEE FOR SERVICES

Grace Hill shall pay Provider for Services provided under this Agreement as follows:

- 1) a. Notwithstanding anything else herein stated to the contrary, the maximum, aggregate amount for which Grace Hill shall be obliged to pay Provider over the one year term of this Agreement shall not exceed \$950,000, excluding the IDEA Surcharge and CDA credentialing for Teacher Aides (as hereinafter defined).
- b. Subject to the limitation set forth in Section II. 1) a. above:
 1. Grace Hill shall pay Provider for Services provided to eligible Head Start Children whose attendance Provider has duly and properly verified and documented at the rate of \$18.02 per child per School Day, including up to five absences per month per child resulting from Official School Holidays and/or the child's failure to attend due to illness or other reasons. "Official School Holidays" shall mean weekdays during the School year, such as Thanksgiving, the day after Thanksgiving, Martin Luther King's Birthday, President's Day, Winter and Spring break, when School is scheduled to be closed. The maximum number of days per enrolled child that Grace Hill shall be obliged to pay Provider over the one year term of this Agreement shall not exceed 174 days, including Holidays and absences.
 2. For each enrolled child, Provider shall submit an enrollment form in the form attached as Exhibit "C" hereto.
 3. On a monthly basis, the Provider shall submit with the invoice, an updated roster of Teachers and Teacher Assistants, an Average Daily Attendance Report (ADA Report), a Withdrawal Report identifying children who are no longer enrolled in Head Start/no longer

attending a school within the district and/or currently attending a school within the district but not enrolled in a Head Start Collaboration Classroom, a signed and dated MEMO detailing documents in the billing packet (including requested amount, total number of children in which payment is being requested, total number of days of children presented for payment), ChildPlus report #2001, #3015, #2210, and any other requested ChildPlus or SIS reports which reflect the status of the following for each child claimed for payment: Developmental Screening; Hearing Screening; Vision Screening; Health History; Nutrition Record; Mental Health Assessment; Physical Exam; Dental Exam; Hematocrit/Hemoglobin; Lead; Blood Pressure; Sickle Cell; Tuberculin Screening; Growth Assessment, School Enrollment, Head Start Program Enrollment and Head Start Program Eligibility. Upon analyzing the reports for compliance with Head Start mandates, Grace Hill shall reimburse only for those children who have current data in ChildPlus and in the files of enrolled children for each of the fourteen (14) aforementioned fields. Payments for any child/children who are missing data will be withheld until such time that the Provider enters the missing data into ChildPlus and missing data has been verified via file audits. When the appropriate data is entered in ChildPlus, verified by via file audit and the request for Retro Payment has been submitted, Grace Hill will resume payment for these children. Furthermore, the amount withheld will be paid in full to the Provider. However, the Provider will forfeit payment on any children for whom there is not current data entered into ChildPlus, placed in the child's file and verified by GHSH by June 30, 2014.

4. On a monthly basis, in order to obtain payment for Services, Provider shall submit an invoice, in the form of Exhibits "D & E" hereto, along with classroom attendance forms. The information submitted on "Exhibits D & E" must be accurate and reflect the attendance information in SIS. All attendance sheets shall have the same date. If attendance sheets are returned to the Provider for any reason, Provider shall re-submit all attendance sheets submitted that month for payment with the re-submitted date and original signature of Provider. Provider must verify the child's enrollment and attendance at the designated St. Louis Public School Head Start classroom prior to submitting reports and invoices to Grantee.
 5. On a monthly basis beginning the second month of services, in order to obtain payment for Services, Provider shall submit a completed In-Kind report for the preceding month in the form of Exhibit "F".
- c. For each child that the Provider enrolls and who is eligible for special education and related services or early intervention services in accordance with IDEA, as provided in Section I. A. 3) c. hereof (collectively "IDEA Children" singularly, "IDEA Child"), Grace Hill shall pay Provider in

addition to the standard rate per child set forth above, an additional fee of \$3.45 per IDEA Child per School Day. The additional charges for each IDEA Child shall begin to accrue when Provider has an IFSP or an IEP for that child on file, entered into the ChildPlus database and verified by the Grantee. The aggregate additional charges so earned by Provider for IDEA Children are hereinafter defined as the "IDEA Surcharge." A copy of the child's IEP or IFSP must be kept in the child's file located at the Provider's Central Office.

- 2) Services shall be performed by Provider at the prices stated herein without any additional charges to Grace Hill or to a child's family; provided, however, that Grace Hill acknowledges that a funding match may be obtained by Provider from the Division of Family Services, Child Care and Development Fund, United Way or other funding sources.
- 3) The Provider shall, within thirty (30) days following the last day of each calendar month, submit to Grace Hill an invoice along with enrollment information, attendance and in-kind reports (as outlined in Section II. 1b 2-5 and 1c) on the forms attached hereto as Exhibits C, D and E respectively, and such other required documents and information as Grace Hill may request. Provider shall invoice and receive payments only for Services provided to children who have been authorized as eligible for the Services.
- 4) The Provider will forfeit any payment(s) if request or invoices are submitted after June 30, 2014.
- 5) The Provider will forfeit any payment(s) if child data is not entered into ChildPlus by June 30, 2014.
- 6) The Provider will forfeit any payment(s) if child data is not placed in the child's file by June 30, 2014.
- 7) The Provider will forfeit payment if all invoices or re-submitted invoices requesting payments for services rendered in September 2013 and October 2013 are not submitted to Grantee by January 6, 2014. Via an audit, GHSH will verify that data and documents for children presented for regular and retro-payments for the respective months have been entered into ChildPlus and a hard copy of health documents have been placed in the child's file. The results of the audit will be shared with Provider and payment will be based on Child Plus reporting and audit findings.
- 8) Retro Payment. If Provider is requesting Retro Payment(s), the request must be submitted on a monthly basis with the Regular Monthly Billing. In order to obtain a Retro-Payment for Services, Provider shall submit the Exhibit "G" form (Worksheet for Retro Payment). The information submitted on Exhibit "G" must be accurate and signed by Partner staff completing the document. GHSH Staff will review ChildPlus reports to ensure data for children presented for payment has been entered into the database system. GHSH staff will also complete a file audit of all

children that are presented for Retro-Payment to ensure that hard copies of the Health Requirement documents are in the child's file. GHSH staff will present and review the results of the audit findings with the Provider. GHSH will have 30 days from the date in which the Retro Payment has been submitted to the GHSH Finance Department to remit payment to the Provider.

9) Eligibility:

a) A child is age eligible for Head Start when he/she reaches his/her third birthday. A child who turns five years old on or before July 31st (proceeding the upcoming Head Start program year) is not eligible. Exceptions to enrolling children who are five years old are only possible when the parent or guardian produces a letter from St. Louis Public Schools stating that the school district recommends that the child receive an additional year of preschool prior to enrolling in kindergarten. Such exceptions are to be approved by Grace Hill's Director of Child and Family Support Services.

b) A family is income-eligible if their income, before taxes, is below the Federal Poverty Guidelines. A child is deemed categorically (automatically) income eligible, even if the family's income exceeds Federal Poverty Guidelines, in any of the following circumstances:

1. The family is receiving cash assistance through the TANF ("temporary assistance") program.
2. Any member of the family (defined above) is receiving Supplemental Security Income.
3. The child is in foster care.
4. The child is from a family that is homeless (as defined in the McKinney Vento Assistance Act). Head Start Provider staff must maintain documentation in the child's file demonstrating the status as a foster child, receipt of TANF or receipt of SSI. While no documentation or signed declaration by the parent is required to demonstrate homelessness, the staff person completing the application must document in the case notes how the determination that the family was homeless was made and keep such documentation in the child's file.

10) Joint-Advertising/Co-Branding. All Head Start related material (enrollment documents, letters to parents, Head Start Recruitment, etc) must contain the Head Start logo of the two stacked blocks.

11) Health Requirements. Provider must obtain and complete all 14 Health Requirements.

a) **30 day Mandates.** Provider must obtain the enrolled child's Physical Exam and complete his/her Nutrition Record within 30 days of the child's enrollment. If the child/children fail a Health Screening, Assessment, or

Exam, Provider must complete a referral to the appropriate Health professional with a date of the referral and date for the follow up assessment. The data must be entered into ChildPlus within 30 days from the child's enrollment. Health Information must be entered into ChildPlus and documented on the appropriate form. If documents are not completed, obtained by Provider, and entered into ChildPlus within 30 days from the date of enrollment, payment for any child/children will be withheld until such time that the Provider enters the missing data into ChildPlus and the hard copy is placed in the child's file. When the appropriate data is entered in ChildPlus, a hard copy of the document is placed in the child's file and compliance with Health mandates have been verified by Grantee staff, Grace Hill will resume payment for these children; furthermore, the amount withheld will be paid in full to the Provider via a Retro Payment.

b) **45 Day Mandates.** Provider must complete a Growth Assessment and Health History on all enrolled children within 45 days of enrollment, with appropriate documentation and signatures. A hearing screening, vision test, and a validated assessment of the child's developmental, sensory, behavioral, motor, language, social and emotional skills must be completed within 45 days of the child's enrollment. Health Information must be entered into ChildPlus and documented on the appropriate form. If the child/children fail a Health Screening, Assessment, or Exam, Provider must complete a referral to the appropriate Health professional with a date of the referral and date for the follow up assessment. If documents and assessments are not completed, obtained by Provider, entered into ChildPlus and placed in the child's file within 45 days from the date of enrollment, payment for any child/children will be withheld until such time that the Provider enters the missing data into ChildPlus and the hard copy is placed in the child's file. When the appropriate data is entered into ChildPlus, a hard copy of the document is placed in the child's file and compliance with Health Mandates have been verified by Grantee staff, Grace Hill will resume payment for these children; furthermore, the amount withheld will be paid in full to the Provider via a Retro Payment.

c) **90 Day Mandates.** Provider must obtain the child's Blood Pressure, Hemoglobin/Hematocrit test and numerical result, Lead screening and numerical result, Sickie Cell Screening, Tuberculosis Risk Assessment/Test and Dental within 90 days of the child's enrollment. Health Information must be entered into ChildPlus and documented on the appropriate form. If the child/children fail a Health Screening, Assessment or Exam, Provider must complete a referral to the appropriate Health professional with a date of the referral and date for the follow up assessment/exam. If documents are not completed, obtained by Provider, entered into ChildPlus and placed in the child's file within 90 days from the date of enrollment, payment for any child/children will be withheld until such time that the Provider enters the missing data into ChildPlus and the hard copy is placed in the child's file. When the appropriate data is entered into ChildPlus, a hard copy of the document is placed in the child's file and compliance with Health Mandates

have been verified by Grantee staff, Grace Hill will resume payment for these children; furthermore, the amount withheld will be paid in full to the Provider via a Retro Payment.

- 12) Grace Hill shall within thirty (30) days after receiving the final submission of invoices, requested documents, information and a review of file audit results with Provider staff and submitting this information to the GHSH Finance Department pay to Provider all undisputed amounts invoiced. Any documents re-submitted must have the date of re-submission.

III. TERM AND TERMINATION.

1. Effective Date. The Agreement shall be in effect commencing September 3, 2013 and continuing until September 2, 2014 unless this Agreement is terminated earlier as set forth herein.
2. Right to Terminate. Either party may terminate this Agreement at any time, without cause, by giving the other party written notice of such termination at least sixty (60) days prior to the effective date of such termination.
3. Default. The failure of either party to perform any material obligation hereunder within a reasonable time period (not to exceed 20 days) after written notice by the other Party of such nonperformance shall entitle the other party, at its option, to terminate this Agreement effective immediately upon the expiration of such period. Notwithstanding the foregoing, if Provider is in default, Grace Hill may determine, in its sole discretion that it wishes to continue to use Provider's services, and may choose to negotiate an alternative arrangement with Provider rather than terminate the Agreement.
4. Loss of Funding. Grace Hill may terminate this Agreement on 30 days' notice to Provider, without liability, in the event that funds from local, state, and federal sources are not continued at an aggregated level sufficient to allow for the delivery of Services.
5. Transition of Head Start Recipients. Notwithstanding the foregoing, if for any reason this Agreement is terminated or the demand by children and families eligible to receive Head Start Services exceeds the capacity of the Provider, the Provider agrees to the immediate release of such families from this Agreement and to cooperate fully with Grace Hill's efforts to provide Head Start Services to such children and families at such alternate locations as Grace Hill proposes and to counsel such families as to their available options.

IV. INDEMNIFICATION.

To the extent authorized by law, the Provider hereby agrees to indemnify, defend and hold harmless Grace Hill, it affiliates, officers, directors, employees and agents against any and all

liability, loss, damages or expenses that Grace Hill, its affiliates, officers, directors, employees or agents may hereinafter sustain, incur or be required to pay (including court costs and attorney fees) arising from the acts or omissions of Provider, its officers, employees, agents or representatives, except to the extent caused by or resulting from the negligence or willful misconduct of Grace Hill or any of its affiliates, officers, directors employees or agents. The obligations of this Section shall survive termination of the Agreement.

V. INSURANCE.

The Board of Education is not waiving its right to sovereign immunity as provided by Mo. Rev. Stat. § 537.600. As permitted by Mo. Rev. Stat. § 537.610, the Provider shall adopt, implement and maintain at all times during the term of this Agreement, and prior to performing any services hereunder, a plan of self-insurance that: (a) provides for the defense of all employees against claims or suits arising from their employment by the Provider; and (b) covers payment on behalf of each such employee of up to \$1 million in settlement or satisfaction of such claims.

Provider also warrants that it will maintain at all times during the term of this Agreement self-insurance and/or policies of Worker's Compensation insurance and Unemployment Compensation insurance which meet all federal and state requirements.

VI. RECORDS & REPORTS.

1. Records. The Provider shall maintain during the term hereof and for one year after termination of this Agreement, complete, legible, and accurate records pertaining to the provision of Services hereunder, as required by Grace Hill, the Head Start Performance Standards, the Administration for Children and Families, and applicable law. Provider shall maintain its books and records in accordance with generally accepted accounting procedures.

The Provider will annually furnish Grace Hill with IRS Form 990, tax filings, or audited financial statements (including any statements of findings issued by the auditors).

Upon Grace Hill's request, Provider shall furnish Grace Hill with documentation of any and all relevant certification and/or evidence of inspections by outside entities. Such documentation may include, but is not limited to: state licensing, USDA/CACFP, health inspections, etc.

2. Audit. During the term hereof and for one year after termination of this Agreement, Grace Hill and its authorized representatives shall have the right to inspect all Provider's books, documents, papers and records that are pertinent to the provision of the Services and to audit, and verify all records, pertaining to calculation of amounts owed to Provider. Grace Hill shall bear all costs of examination unless the examination reveals that any monies paid to the Provider by Grace Hill have been overstated by an amount equal to or greater than 5% of the actual monies due. In such event, Provider will make payment within twenty (20) days of receiving Grace

Hill's written demand for costs of the audit and any deficiency of the monies due plus interest of 5%.

3. PIR. Provider shall enter current and accurate data into ChildPlus and meet all PIR reporting requirements by June 30, 2014. The Provider will forfeit payment on any children for whom there is not current and accurate data entered by June 30, 2014.

VII. MISCELLANEOUS.

1. Notices. All notices required or permitted to be given hereunder shall be in writing, and may be personally served, sent by facsimile, courier service, or by regular United States mail return receipt requested, with proper postage prepaid, and shall be deemed to have been given: (a) in the case of personal service, on the date of such personal service; (b) in the case of facsimile, on the date the sending party receives a confirmation of such facsimile; (c) in the case of courier service, on the first day following deposit with such courier service; or (d) in the case of the United States mail, upon sender's receipt of the return receipt. For this purpose, the proper mailing addresses of the parties (until notice of change is served as provided in the preceding sentence) shall be as follows:

If to Grace Hill: 2600 Hadley Street
 St. Louis, MO 63106
 Attention: Johanna Wharton and Tamala Stallings

If to Provider: 801 North 11th Street

 St. Louis, Missouri 63101
 Attention: Superintendent
 Legal Notice Enclosed
 Fax No: (314) 345-2661

2. Communication/Lead Contacts: Both agencies will designate individuals to facilitate exchange of information and logistics management and termination.

Contact person for Grace Hill: Johanna Wharton
Telephone No: 314-584-6859

Alternate: Tamala Stallings
Telephone No: 314-584-6826

Contact person for Provider: Dr. Sheryl Davenport
Telephone No: (314) 345-4433

3. Governing Law. This Agreement shall be interpreted and governed by the laws of the State of Missouri, and shall be deemed to be executed and performed in the City of St. Louis, Missouri. Any legal action relating to this Agreement shall be governed by the laws of the State of Missouri, and the parties agree to the exclusive exercise of jurisdiction and venue over them by a court of competent jurisdiction located in the City of St. Louis, Missouri. The parties expressly agree that no action concerning

this Agreement, or an alleged breach thereof, may be commenced anywhere but the City of St. Louis, Missouri.

4. Entire Agreement. This Agreement, including the attached exhibits, constitutes the entire agreement between the parties on this subject and superseded any and all prior or contemporaneous oral or written negotiations, understandings or agreements with respect to the subject matter hereof.
5. Waiver. Performance of any obligation required of a party hereunder may be waived only by a written waiver signed by the other party, which waiver shall be effective only with respect to the specific obligations described therein. The waiver of a breach of any provision shall not operate or be construed as a waiver of any subsequent breach.
6. No Assignment. Neither party may transfer or assign any of its rights or obligations hereunder, in whole or in part, without the prior written consent of the other party.
7. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this Agreement.
8. Amendment. No amendment or modification to this agreement shall be made except by writing signed by both parties.
9. This Agreement shall not be deemed to create a partnership or joint venture and neither party is the other's agent, partner, employee, or representative. Neither party hereto shall have the right to obligate or bind the other party in any manner whatsoever, nor nothing herein contained shall give or is intended to give any rights of any kind to any third persons.

APPENDIX OF “EXHIBIT” DOCUMENTS

- EXHIBIT “A”:** WORKPLAN FOR THE DELEGATE and PARTNER AGENCIES
- EXHIBIT “B”:** CERTIFICATION REGARDING LOBBYING
- EXHIBIT “C”:** ENROLLMENT FORMS
- EXHIBIT “D”:** NON-IEP CHILDREN
- EXHIBIT “E”:** CHILDREN WITH IEPS
- EXHIBIT “F”:** IN-KIND REPORT
- EXHIBIT “G”:** WORKSHEET FOR RETRO-PAYMENT
- EXHIBIT “H”:** CREDENTIALS FOR HEAD START TEACHERS AND
TEACHER AIDES/ASSISTANTS
- EXHIBIT “I”:** PARENT, FAMILY AND COMMUNITY ENGAGEMENT
FRAMEWORK

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the Effective Date, notwithstanding execution at a later date.

GRACE HILL SETTLEMENT HOUSE

By: _____
Roderick L. Jones
President/C.E.O.

Address: 2600 Hadley
St. Louis, MO 63106

Telephone No: (314) 584-6901

Date: _____

Provider: THE BOARD OF EDUCATION OF THE CITY OF ST. LOUIS

By: _____

Its: _____

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

Telephone No.: (314) 231-3720

Date: _____



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-17

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with Tyus Learning Center, LLC to provide Certified Nursing Assistant classes (C.N.A.) and Certified Medical Technician classes (CMT) for the period September 6, 2013 to June 30, 2014 at no cost to the District. The classes will be located at Sigel Community Education Full Service School.

BACKGROUND: The goals of the program are to have a minimum of 10 students and a maximum of 15 students per class. Three (3) classes of C.N.A. and three (3) classes of CMT will be offered. Upon completion, at least 80% of the students will be able to pass a certification examination in their field.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy:

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

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Community Education

Requestor:

Angela Banks, Budget Director

Stacy Clay, Dep. Supt., Institutional Advancement

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Tyus Learning Center, LLC ("Agency") on this 6th day of September 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Tyus Learning Center, LLC and the St. Louis Public Schools in order to provide Certified Nursing Assistant (C.N.A.) and Certified Medical Technician (CMT) classes to registered students. The program will be offered at Sigel community Education Full Service School.

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

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

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

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

5. Obligations of SLPS:

(a) Provide classroom space for program implementation

(b) Provide space to store equipment while not in use

(c) _____

6. Obligations of Agency:

(a) Register students for the following classes: C.N.A., CMT

(b) Manage all financial aspects of the partnership including, but not limited to; maintain appropriate and adequate insurance; collect and appropriately refund class fees; appropriate compensation for classroom theory instructor, clinical instructor (if separate) and examiner; and agreement with appropriate facility for clinical portion of the class.

(c) Provide equipment and materials needed for class implementation

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) Tyus Learning Center, LLC. will service a minimum of 10 students and a maximum of 15 students per class. They will offer 3 classes of C.N.A. and 3 classes of CMT during the MOU period.

(b) A minimum of 80% C.N.A. students will have successfully completed the classroom theory and clinical sections of the course. Upon completion, students will be able to pass an administered.

(c) A Minimum of 80 % CMT students will have successfully completed the course. Upon completion, students will be able to pass an examination administered by a Certified Medication Technician.

8. Term and Termination: The term of the MOU will be from September 6, 2013 through June 30, 2014, 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

Tyus Learning Center, LLC

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-18

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with BJC HealthCare to provide Certified Nursing Assistant (C.N.A.) classes for the period September 6, 2013 to June 30, 2014 at no cost to the District. The classes will be located at Walbridge Community Education Full Service School.

BACKGROUND: The goal of the agreement is for BJC HealthCare to maintain access of use of the facility, equipment and supplies for each Walbridge C.N.A. internship group.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount: No Cost		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Community Education

Requestor:

Angela Banks, Budget Director

Stacy Clay, Dep. Supt., Institutional Advancement
Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the BJC HealthCare (“Agency”) on this 6th day of September 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between BJC HealthCare and the St. Louis Public Schools in order to provide access and facilities for clinical hours for C.N.A. classes offered at Walbridge Community Education Full Service School.

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

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

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

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

5. Obligations of SLPS:

(a) Provide instructor to supervise and evaluate these students with minimal assistance from the agency's staff. Instructor will organize, instruct, rotate and maintain records on the students. Students will be instructed to observe the agency's personnel and legal policies and procedures at all times during the agreement period.

(b) Instructor will negotiate with appropriate responsible health team members and provide for each internship site those objectives, activities and competency listings to be legally performed by the students

(c) Instructor will provide for each internship site and agreed upon rotation schedule and contact the appropriate health team member in advance of any changes.

6. Obligations of Agency:

(a) The agency will permit the legal use of equipment and supplies by the student interns.

(b) _____

(c) _____

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) BJC HealthCare will permit access to use facility, equipment and supplies to each Walbridge C.N.A. internship group.

(b) _____

(c) _____

8. Term and Termination: The term of the MOU will be from September 6, 2013 through June 30, 2014, 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

BJC HealthCare

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-19

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with Made Whole Health Technology Services, LLC to provide Certified Nursing Assistant classes (C.N.A.), Certified Medical Technician (CMT), and Phlebotomy classes to registered students for the period September 6, 2013 to June 30, 2014 at no cost to the District. The classes will be located at Vashon Community Education Full Service School.

BACKGROUND: The goal of the agreement is for Made Whole Health Technology Services to service up to 15 students per class. A minimum of 80% of C.N.A. and CMT students will complete the courses, and upon completion, students will be able to pass a certification examination in their field. A minimum of 75% of the Phlebotomy students will have successfully completed the course and they will be able to collect blood from patients in the proper manner.

Accountability Plan Goals: Goal IV: Parent Community Involvement

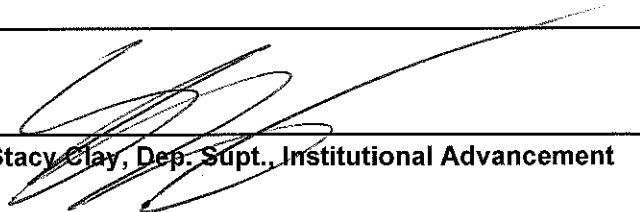
Objective/Strategy:

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

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount: No Cost		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Community Education

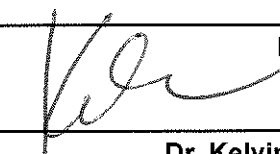
Requestor:




Stacy Clay, Dep. Supt., Institutional Advancement



Angela Banks, Budget Director



Leon Fisher, CFO/Treasurer



Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the Made Whole Health Technology Services, LLC (“Agency”) on this 6th day of September 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Made Whole Health Technology Services, LLC and the St. Louis Public Schools in order to provide Certified Nursing Assistant (C.N.A.), Certified Medical Technician (CMT), and Phlebotomy classes to registered students. The program will be offered at Vashon Community Education Full Service School.

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

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

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

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

5. Obligations of SLPS:

(a) Provide classroom space for program implementation.

(b) Provide space to store equipment while not in use.

(c) _____

6. Obligations of Agency:

(a) Register students for the following classes: C.N.A., CMT, and Phlebotomy.

(b) Manage all financial aspects of the partnership.

(c) Provide equipment and material needed for class implementation.

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) Made Whole Health Technology Services, LLC will service up to 15 students per class.

(b) A minimum of 80% C.N.A. students will have completed the course. They will be able to perform vital signs, differentiate between the normal aging process and an abnormality. The students will be able to provide accurate care demonstrate safety in caring for residents. This will be monitored at all times in a clinical setting, supervised by a Certified Clinical Supervisor. A minimum of 80% CMT students will have successfully completed the course. Upon completion, students will be able to pass an examination administered by a Certified Medical Technician.

(c) A minimum of 75% of the Phlebotomy students will have successfully completed the course. They will be able to collect blood from patients in the proper manner. This will be monitored at all times in a clinical setting, supervised by a Certified Clinical Supervisor.

8. Term and Termination: The term of the MOU will be from September 6, 2013 through July 31, 2014, 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

Made Whole Health Technology Services, LLC

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-20

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with I Know Better (INOBTR) to provide a self-empowerment, safety education program called radKIDS (Resisting Aggression Defensively) to a select number of SLPS students for the period September 6, 2013 to June 30, 2014 at no cost to the District. The program will be located at Clay, Hamilton, Lyon@Blow, Mullanphy, Shaw, Sigel, and Walbridge Community Education Full Service Schools.

BACKGROUND: The goals of the program are successful participation of at least 300 students in the radKIDS program, in at least 3 different Community Education Full Service Schools; a significant amount of media coverage of the successful radKIDS/SLPS partnership; and creating a desire on the part of SLPS to enlarge the program to encompass more students/schools to create a radKIDS program in the district, including: the identification of SLPS staff to become radKIDS instructors, the identification of schools, grade levels etc. to be the next phase of offering the radKIDS program to children in the St. Louis Public Schools.

Accountability Plan Goals: Goal I: Student Performance

Objective/Strategy:

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

Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount: No Cost		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #:

Department: Community Education

Requestor:

Stacy Clay, Dep. Supt., Institutional Advancement

Angela Banks, Budget Director

Leon Fisher, CFO/Treasurer
Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the I Know Better (INOBT) (“Agency”) on this 6th day of September, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between INOBT and the St. Louis Public Schools in order to offer Self-Empowerment, Safety Education to a select number children of the SLPS Community Education Schools. This pilot program will introduce the principles of radKIDS® (Resisting Aggression Defensively) and lay the groundwork in hopes of establishing radKIDS® as a program to be offered to all elementary age children in the SLPS. This pilot program will lay the foundation to helping our children gain self-confidence and realize their self-worth.

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.

(d) The terms of the document titled radKIDS@Methods & Principles and attached hereto as "Exhibit A" are also incorporated herein, except where specifically noted.

(c) Encourage and coordinate media participation to highlight the successful radKIDS@ activities at the Community Education Schools of the SLPs, to garner community support of the radKIDS@ program generally in the St. Louis area and specifically in SLPs. This will include the coordination of any filming or print documentation of the program and its use.

(b) Provide the proper supplies, safety equipment and collateral materials needed for the successful implementation of the radKIDS@ program, including, but not limited to: t-shirts, wristbands, family resource manuals, safety pads (helmets, knee & elbow pads), and activity related handouts.

(a) Provide Certified radKIDS@ instructors at the agreed upon student/teacher ratio to teach at the specified times and locations chosen by INOBTR & SLPs.

6. Obligations of Agency:

(d) The terms of the document titled radKIDS@Methods & Principles and attached hereto as "Exhibit A" are also incorporated herein, except where specifically noted.

(c) Allow the filming of classes for future promotion of classes to be held in SLPs and the Greater St. Louis Area, for documentation of the success of the program and for future use in fund raising activities to promote radKIDS@ classes being offered in all SLPs. This will include the admittance of media and film experts during class time. No footage or replication of such will be used without the express permission of SLPs. Families involved in the program will also be issued photo waivers prior to taking classes. Agreement to the waiver is not a condition of being allowed to participate in the class. Fundraising will take place at a later date and will be a second MOU to spell out the use and distribution of the footage and its images.

(b) Support the principles of radKIDS@ through this agreement to the use of class rules and attendant punishment for not following those rules (attached), and to provide in house staff (who would be on site anyway) to assist with those rules and behavior.

(a) Meet with INOBTR to coordinate and schedule classes/groups where the radKIDS@ program will be taught. Locations, schools, grade levels and numbers of children will be mutually agreed upon. Provide proper, safe locations for the classes; meeting the size, space and availability of consistent locations that have been mutually agreed upon.

5. Obligations of SLPs:

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").

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) Successful participation of at least 300 students in the radKIDS® program, in at least 3 different Community Education Schools.

(b) A significant amount of media coverage of the successful radKIDS®/SLPS partnership.

(c) Creating a desire on the part of SLPS to enlarge the program to encompass more students/schools to create a radKIDS® program in the district, including: the identification of SLPS staff to become radKIDS® instructors, the identification of schools, grade levels etc. to be the next phase of offering the radKIDS® program to children in the St. Louis Public Schools.

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

INOBTR

By: _____

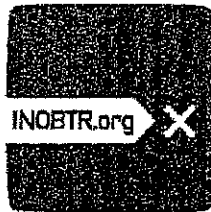
By: _____

Name: _____

Name: Cindy Schroeder

Title: _____

Title: Executive Director



I know better...do you?
KEEPING KIDS SAFE

"EXHIBIT A" RadKIDS METHODS & PRINCIPLES

The Core Principles of radKIDS® teach:

- No one has the right to hurt you because you are special.
- You don't have the right to hurt anyone else, including yourself, unless they try to hurt you and then you can stop them!
- If anyone tries to hurt you, trick you, or make you feel bad inside, it's not your fault - so you can tell

And, in keeping with SLPS Core Beliefs, we feel that the following rules support the feeling that "all children can learn, regardless of their socioeconomic status, race or gender". But we believe that learning begins with a respect for one another as displayed by adhering to the following rules:

radKIDS CLASS RULES

1. Walk, don't run, unless directed by instructor.
2. Keep hands, feet and objects to yourself.
3. Use a quiet voice unless otherwise directed by instructor.
4. Raise your hand and wait to be called on.
5. Follow the directions of your instructor/teacher.
6. Be polite and respect others.
7. Ask questions.
8. Do not use equipment without permission.
9. No competing or practicing with classmates.
10. Report any injuries right away.
11. No horseplay.

And for the benefit of all, the following disciplines will be administered:

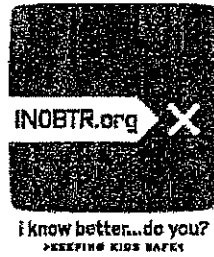
radKIDS REWARDS

Rewards for appropriate behavior will be given at the end of each class. Some possible rewards are Stickers, Certificates, and/or Grab bag treats.

radKIDS DISCIPLINE

Below are the steps that will be taken if a child chooses not to follow a rule:

- 1st Offense:** Child will receive a warning and his/her name will be written on the board.
2nd Offense: Child will be given a time out and a check mark will be placed next to his/her name.
3rd Offense: Child will be given one more time out and a second check mark will be placed next to his/her name.



4th Offense: Child will not be allowed to further participate in that day's class and the child will need to be moved out of the vicinity of the other children (we will work with you to decide what this means).

For severe disruptions such as fighting or hitting the child's parents will be contacted and the child will not be allowed to continue participating in that day's class. (The course of action for this rule will be mutually agreed upon by SLPS and INOBTR and will be adjusted to meet SLPS guidelines. This rule will **not** be contradictory to any current rules for classroom/after school situations.)



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-21

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding Renewal
Previous Board Resolution # 12-13-12-10

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

SUBJECT: To approve the renewal of the Memorandum of Understanding (MOU) with Mike Williams to provide therapeutic counseling for students at Long Middle Community Education Full Service School (CEFSS). The MOU will be for the period September 6, 2013 to June 30, 2014.

BACKGROUND: A number of Long Middle CEFSS students have experienced trauma from violent homes and communities as well as from war torn countries. In some cases they show behavioral disorders. This is evidenced through referrals and suspensions. The service being provided is therapeutic counseling by a licensed counselor. Goals are set at the beginning of the service with the client. The data to be used to measure the success of the service being provided will be these goals achieved and progress towards these goals.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

Fund Source: NA		Requisition #: NA
Amount: 0		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: NA

Department: Community Education

Requestor:

Angela Banks, Budget Director

Stacy Clay, Dep. Supt., Institutional Advancement
Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Mike Williams (Agency") on this 6th day of September, 2013

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

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

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

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

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

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

5. Obligations of SLPS:

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

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

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

6. Obligations of Agency:

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

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

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

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

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

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

(a) A minimum of 5 students or more will be served.

(b) A record of the areas addressed and the type of service provided will be made available to the District.

(c) Measurable Outcomes are established for/with each client at the beginning stages of services and the evaluation/progress on these goals will be made available to school on request and at the time of the MOU resubmission.

8. Term and Termination: The term of the MOU will be from September 6, 2013, through June 30, 2014, unless earlier terminated by either party by providing thirty (30) days' written notice to the person who has signed as a representative of each party below.

Saint Louis Public Schools

By: _____
Name: _____
Title: _____

By: _____
Name: Mike Williams
Title: Licensed Clinical Therapist, LCSW

Memorandum of Understanding
Performance Standard(s)
Report

Agency: Mike Williams

School: Long Middle Comm. Ed. Full Service School

From: September, 2012 **To:** May 24, 2013

Performance Standard 1: A record of the areas addressed and the type of service provided will be made available to the District.

Status: Records are available for each client which include areas addressed and type of service provided. This information is available upon request (after parent or caregiver release form is signed).

Performance Standard 2: A minimum of 5 students or more will be served.

Status: Seven students received services.

Performance Standard 3: Measurable Outcomes are established for/with each client at the beginning stages of services and the evaluation/progress on these goals will be made available to school on request and at the time of the MOU resubmission.

Status: Records for each client that include goals and progress toward each goal are available on request (after parent or caregiver release form is signed).

Submitted by: Patrice Crotty

Date: July 25, 2013

Reviewed by: _____

Date: _____

Recommendation: Continue Discontinue



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-22

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding Renewal

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

Previous Board Resolution # 12-06-11-05

SUBJECT: To approve the renewal of the Memorandum of Understanding (MOU) with Better Family Life to provide mentoring for students at Long Middle Community Education Full Service School (CEFSS). The MOU will be for the period September 6, 2013 to June 30, 2014.

BACKGROUND: A number of Long Middle CEFSS students have experienced trauma from violent homes and communities as well as from war torn countries. In some cases they show behavioral disorders. This is evidenced through referrals and suspensions. The service being provided is mentoring. The data to be used to measure the success of the service being provided will be the number of mentors provided and the frequency of the mentor visits.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

Fund Source: NA		Requisition #: NA
Amount: 0		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: NA

Department: Community Education

Requestor:

Angela Banks, Budget Director

Stacy Clay, Dep. Supt., Institutional Advancement

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Better Family Life ("Agency") on this 6th day of September, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Better Family Life and the St. Louis Public Schools in order to provide mentors to Long School Students.

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

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

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

4. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to

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

5. Obligations of SLPS:

- (a) Provide space for interaction with students, families and/or groups in confidentiality can be maintained during mentoring.
- (b) Develop with the agency, student standards for referral and participation in the program. Initiate referrals for potential services by analysis by appropriate SLPS staff.
- (c) Provide information necessary and in accordance with SLPS policies for student record confidentiality that may help mentoring outcomes for the student.

6. Obligations of Agency:

- (a) Provide group and one-on-one mentoring for students ages 12-17.
- (b) Provide background checks on all agency mentors as well as mentor training.
- (c) Facilitate all mentoring matches through the families of the youth. This includes a family assessment and monthly monitoring of the mentoring relationship. In the event that the agency experiences difficulty in contacting the family, the agency will contact the appropriate school staff immediately.
- (d) Maintain and share logs and sign in sheets with SLPS at the end of each school visit. Conduct themselves professionally while on school premises or interacting with school students or their families.
- (e) Cooperate with SLPS in evaluating the mentoring program results.

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

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

- (a) A minimum of 5 SLPS students will receive a mentor.

(b) Regular interaction with student and mentor throughout the period of the MOU.

(c) Collect and share mentoring logs that document time spent with mentee.

8. Term and Termination: The term of the MOU will be from September 6, 2013, through June 30, 2014, 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

Better Family Life

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Memorandum of Understanding

Performance Standard(s)

Report

Agency: Better Family Life

School: Long Middle Comm. Ed. Full Service School

From: October, 2012 To: July 25, 2013

Performance Standard 1: A minimum of 5 students per school participating will receive a mentor.

Status: Three students were successfully matched with mentors. Numerous attempts were made to match an additional 2 students but attempts were unsuccessful.

Performance Standard 2: Regular interaction with Student and Mentor throughout the period of the MOU.

Status: Regular contact was maintained with two of the three students. The third mentor relationship ended due to financial difficulties.

Performance Standard 3: Collect and share mentoring logs that document time spent with mentee

Status: This was done.

Submitted by: Patrice Crotty

Date: July 25, 2013

Reviewed by: _____

Date: _____

Recommendation:

Continue

Discontinue



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-23

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding Renewal

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

Previous Board Resolution # 03-13-12-12

SUBJECT: To approve the renewal of the Memorandum of Understanding (MOU) with Community Conflict Services St. Louis Restorative Justice Program (CCS) to improve school safety by decreasing violence and increasing student attendance by increasing school engagement for students at Long Middle Community Education Full Service School (CEFSS). The MOU will be for the period September 6, 2013 to June 30, 2014.

BACKGROUND: A number of Long Middle CEFSS students have experienced trauma from violent homes and communities as well as from war torn countries. In some cases they show behavioral disorders. This is evidenced through referrals and suspensions. The service being provided is faculty training in Restorative Justice components and providing talking circles and restorative justice groups around specific issues and between individual students. The data to be used to measure the success of the service being provided will be students ability to own the consequences of their actions on others and themselves and an increase in the number of students who seek intervention before they receive a referral, and an increase in respectful behavior.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

Fund Source: NA		Requisition #: NA
Amount: 0		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: NA

Department: Community Education

Requestor:

Angela Banks, Budget Director

Stacy Clay, Dep. Supt., Institutional Advancement

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the Community Conflict Services of Metropolitan St. Louis Restorative Justice Program (CCS) (“Agency”) on this 6th of September, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between the Community Conflict Services (CCS) and the St. Louis Public Schools in order to improve school safety by decreasing violent behavior (fighting, bullying, intolerance) and contributing to increase attendance rates by increasing school engagement at Long Middle School.

1. Fundraising: It is understood by The Agency that the SLPS does not endorse any fundraising efforts by the Agency, whether or not associated with the activities and duties contemplated by this MOU.

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

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

4. Student Information: The Agency acknowledges that it shall now, and in the future may, have access to and contact with confidential information of students, including but not limited to the education and/or medical records of students. Both during the term of this MOU and thereafter, the Agency covenants and agrees to hold such information in trust and confidence and

to exercise diligence in protecting and safeguarding such information, as well as any other information protected from public disclosure by federal or state law or by the policies or procedures of the SLPS. The Agency will not disclose any confidential information to any third party except as may be required in the course of performing services for the SLPS hereunder or by law, and any disclosure will be in compliance with the Family Education Rights and Privacy Act ("FERPA") and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

5. Obligations of SLPS:

- (a) Provide office space of CCS staff and interns.
- (b) In accordance with SLPS policies and at the discretion of the Principal, the school will facilitate access to students by CCS, Restorative Justice School Program staff & interns by providing: a) copies or access to student schedules, b) identifying times/locations to meet with students, c) referrals to Restorative Justice, d) a schedule for Talking Circles facilitation, e) access to end of year student attendance and discipline measures/records.
- (c) In accordance with SLPS policies and at the discretion of the Principal, the school will include CCS Restorative School Program staff and interns in meetings which address discipline, identify appropriate students for Restorative Justice activities, including Talking Circles, Restorative Justice Circles, Curricula, offer opportunities to collaborate with other discipline team members (individuals & agencies), and schedule times for trainings in Rest. Justice for SLPS Personnel.
- (d) The terms of the document titled _____ and attached hereto as Exhibit A are also incorporated herein, except where specifically noted.

6. Obligations of Agency:

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

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

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

(a) Compliance with signed student Rest. Justice Circle Agreements at 75% or greater for referred students.

(b) Increased ability for students (discipline referral students, curriculum students, and non-referred) to identify how behavior (bullying, fighting, school truancy) resulting in discipline referrals (ISS/OSS/referral, etc.) has an effect on others, themselves, and the school culture as verified by pre/post tests & increases in bystander intervention. Bystander intervention will be measured by referred students identifying an adult for assistance, describing the type of assistance needed, and initiating contact with that adult to articulate that request.

(c) Increased ability of students to demonstrate tolerance for and understanding of opinions/ideas and traditions/behaviors that vary from their own as evidenced by respectful speaking and listening in Talking Circles and measured by survey responses.

8. Term and Termination: The term of the MOU will be one year from September 6, 2013 through June 30, 2014, unless earlier terminated by either party by providing thirty (30) days' written notice to the person who has signed as a representative of each party below.

Saint Louis Public Schools

Community Conflict Services

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Memorandum of Understanding
Performance Standard(s)
Report

Agency: Community Conflict Services

School: Long Middle Comm. Ed. Full Service School

From: January, 2013 **To:** May 24, 2013

Performance Standard 1: Compliance with signed student Rest. Justice Circle Agreements at 75% or greater for referred students.

Status: There was 94.5 % of the referred students that signed the Rest. Justice Circle Agreements

Performance Standard 2: Increased ability for students (discipline referral students, curriculum students, and non-referred) to identify how behavior (bullying, fighting, school truancy) resulting in discipline referrals (ISS/OSS/referral, etc.) has an effect on others, themselves, and the school culture as verified by pre/post tests & increases in bystander intervention. Bystander intervention will be measured by referred students identifying an adult for assistance, describing the type of assistance needed, and initiating contact with that adult to articulate that request.

Status: Eighty-eight percent of the students who received services were able to identify how behavior has an effect on others, themselves and the school culture. There were 18 students who referred themselves for services prior to a referral.

Performance Standard 3: Increased ability of students to demonstrate tolerance for and understanding of opinions/ideas and traditions/behaviors that vary from their own as evidenced by respectful speaking and listening in Talking Circles and measured by survey responses.

Status: One hundred percent of the students showed respect and listened during talking circles. One hundred percent of the students surveyed indicated hearing and learning about opinions/ideas and traditions/behaviors from their own.

Submitted by: Patrice Crotty

Date: July 25, 2013

Reviewed by: _____

Date: _____

Recommendation:

X Continue

Discontinue



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-24

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding Renewal

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

Previous Board Resolution # 02-16-12-13

SUBJECT: To approve the renewal of the Memorandum of Understanding (MOU) with Multicultural Counseling and Research Center to provide therapeutic counseling for students at Long Middle Community Education Full Service School (CEFSS). The MOU will be for the period September 6, 2013 to June 30, 2014.

BACKGROUND: A number of Long Middle CEFSS students have experienced trauma from violent homes and communities as well as from war torn countries. In some cases they show behavioral disorders. This is evidenced through referrals and suspensions. The service being provided is therapeutic counseling by a licensed counselor. Goals are set at the beginning of the service with the client. The data to be used to measure the success of the service being provided will be these goals achieved and progress towards these goals.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

Fund Source: NA		Requisition #: NA
Amount: 0		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: NA

Department: Community Education

Angela Banks, Budget Director

Requestor:

Leon Fisher, CFO/Treasurer

Stacy Clay, Dep. Supt., Institutional Advancement

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the Multicultural Counseling and Research Center (Agency) on this 6th day of September, 2013

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

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

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

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

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

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

5. Obligations of SLPS:

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

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

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

6. Obligations of Agency:

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

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

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

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

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

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

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

(a) A minimum of 5 students or more will be served.

(b) A record of the areas addressed and the type of service provided will be made available to the District.

(c) Measurable Outcomes are established for/with each client at the beginning stages of services and the evaluation/progress on these goals will be made available to school on request and at the time of the MOU resubmission.

8. Term and Termination: The term of the MOU will be from September 6th, 2013, through June 30, 2014, 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

Multicultural Counseling & Research Center
Richard Rash

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Memorandum of Understanding
Performance Standard(s)
Report

Agency: Multicultural Counseling Center

School: Long Middle Comm. Ed. Full Service School

From: September, 2012 **To:** May 24, 2013

Performance Standard 1: A record of the areas addressed and the type of service provided will be made available to the District.

Status: Confidential files are maintained by Multicultural Counseling Center. These files are available for review on request.

Performance Standard 2: A minimum of 5 students or more will be served.

Status: Multicultural Counseling Center served 2 students. They focus on the immigrant and refugee population only and it is more challenging to get HIPPA and FERPA forms back from this population.

Performance Standard 3: Measurable Outcomes are established for/with each client at the beginning stages of services and the evaluation/progress on these goals will be made available to school on request and at the time of the MOU resubmission.

Status: Goals were developed in the early stages of counseling. Records of progress towards these goals are maintained in the students' file at the Multicultural Counseling Center and are available for review on request.

Submitted by: Patrice Crotty

Date: July 25, 2013

Reviewed by: _____

Date: _____

Recommendation:

X Continue

Discontinue



BOARD RESOLUTION

Date: August 6, 2013

Agenda Item : 09-05-13-25

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with the National Council on Alcoholism and Drug Abuse to provide substance abuse prevention and peer mediation training for students at Long Middle Community Education Full Service School (CEFSS). The MOU will be for the period September 6, 2013 to June 30, 2014.

BACKGROUND: A number of Long Middle CEFSS students have experienced trauma from violent homes and communities as well as from war torn countries. In some cases they show behavioral disorders. This is evidenced through referrals and suspensions. The service being provided is substance abuse prevention and peer mediation training. The data to be used to measure the success of the service being provided will be an improvement in knowledge and attitudes of peer mediation, alcohol and other drugs, and improvement in resiliency skills.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

Fund Source: NA		Requisition #: NA
Amount: 0		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: NA

Department: Community Education

Angela Banks, Budget Director

Requestor:

Leon Fisher, CFO/Treasurer

Stacy Clay, Dep. Supt., Institutional Advancement

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the National Council on Alcoholism and Drug Abuse – St. Louis Area (NCADA) (“Agency”) on this 6th of September , 2013 (Date needs to be 6 weeks after submission).

The purpose of this Memorandum of Understanding is to establish a partnership between the NCADA and the St. Louis Public Schools in order provide substance abuse prevention services to St. Louis Public School Students.

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) Allow NCADA/Agency staff access to students during school hours to deliver substance abuse prevention programs and services.

(b) Assure that teachers and/or students (depending on program) complete evaluation surveys.

(c) Teachers/adult sponsors will remain with the students during the training and will reinforce concepts presented.

6. Obligations of Agency:

(a) Schedule substance abuse prevention services with counselors and other staff people within schools.

(b) Provide substance abuse prevention programs to students in St. Louis Public Schools as requests for services and NCADA staff availability coincide.

(c) Administer evaluation surveys to students and/or teachers.

(d) Process surveys to assess program outcomes and make this data available to SLPS on request.

(e) Provide sign in sheets and other services document to SLPS staff on request.

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) Improvement in knowledge about Peer Mediation, Alcohol, tobacco and other drugs – dependent on program offered.

(b) Improvement in resiliency skills, e.g., social competency, friendship, self-esteem, anger management, decision making – depending on the goal of the program chosen by the school.

(c) Improvement in attitudes regarding the dangers of using alcohol, tobacco or other drugs.

8. **Term and Termination:** The term of the MOU will be September 6, 2013 to June 30, 2014, 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

National Council on Alcoholism and Drug Abuse – St. Louis Area (NCADA)

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



BOARD RESOLUTION

Date: August 2, 2013

Agenda Item : 09-05-13-26

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with the University of Missouri on behalf of the School and Family Counseling Center to provide group therapeutic counseling for students at Long Middle Community Education Full Service School (CEFSS). The MOU will be for the period September 6, 2013 to June 30, 2014.

BACKGROUND: A number of Long Middle CEFSS students have experienced trauma from violent homes and communities as well as from war torn countries. In some cases they show behavioral disorders. This is evidenced through referrals and suspensions. The service being provided is therapeutic group counseling by licensed counselors. Goals are set at the beginning of the service with the client. The data to be used to measure the success of the service being provided will be these goals achieved and progress towards these goals.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

Fund Source: NA		Requisition #: NA
Amount: 0		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: NA

Department: Community Education

Requestor:

Angela Banks, Budget Director

Stacy Clay, Dep. Supt., Institutional Advancement

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding (“MOU”) is entered into by and between the Saint Louis Public Schools (“SLPS”) and the University of Missouri on behalf of the School and Family Counseling Center (“Agency”) on this 6th of September, 2013 (Date needs to be 6 weeks after submission).

The purpose of this Memorandum of Understanding is to establish a partnership between the University of Missouri on behalf of the School and Family Counseling Center and the St. Louis Public Schools in order to provide therapeutic counseling services to students, addressing such areas as self-esteem. This will be accomplished through group therapy.

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

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

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

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

5. Obligations of SLPS:

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

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

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

6. Obligations of Agency:

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

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

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

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

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

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

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

- (a) A minimum of 5 students will be served.
- (b) A record of the psycho/emotional/social/behavioral areas and the type of service provided will be made available to SLPS.
- (c) Measurable outcomes are established for/with each client at the beginning stages of services and the evaluation/progress on these goals will be made available to the school on request and at the time of the MOU resubmission.

8. Term and Termination: The term of the MOU will be September 6, 2013 to June 30, 2014, 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

The Curators of the University of Missouri on behalf of the University of Missouri – St. Louis

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



BOARD RESOLUTION

Date: August 1, 2013

Agenda Item : 09-05-13-27

To: Dr. Kelvin R. Adams, Superintendent

Action:

From: Stacy Clay, Dep. Supt., Institutional Advancement

Action to be Approved:
Memorandum of Understanding

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

SUBJECT: To approve the Memorandum of Understanding (MOU) with the Girls Scouts of Eastern Missouri to provide programs that support a violence free learning environment and encourage students to explore unconventional learning and career opportunities. The MOU will be for the period September 6, 2013 to June 30, 2014.

BACKGROUND: The Girls Scouts of Eastern Missouri have been providing programs to SLPS students such as the ones mentioned above for a number of years. These programs are coordinated through the principal in each school.

Accountability Plan Goals: Goal IV: Parent Community Involvement

Objective/Strategy: IV.A.

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

Fund Source: NA		Requisition #: NA
Amount: 0		
Fund Source:		Requisition #:
Amount:		
Fund Source:		Requisition #:
Amount:		
\$ 0.00	<input type="checkbox"/> Pending Funding Availability	Vendor #: NA

Department: Institutional Advancement

Requestor:

Angela Banks, Budget Director

Stacy Clay, Dep. Supt., Institutional Advancement

Leon Fisher, CFO/Treasurer

Dr. Kelvin R. Adams, Superintendent

MEMORANDUM OF UNDERSTANDING
(NON-FUNDRAISING)

This Memorandum of Understanding ("MOU") is entered into by and between the Saint Louis Public Schools ("SLPS") and the Girl Scouts of Eastern Missouri, Inc. ("Agency") on this 6th day of September, 2013.

The purpose of this Memorandum of Understanding is to establish a partnership between Agency and the St. Louis Public Schools in order to enrich and enhance the education experience of SLPS students. Agency will also support the efforts of teachers and counselors to provide a violence free learning environment through our anti-bullying programs and encourage students to explore unconventional learning and career opportunities through our STEM and Robotics programs.

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.** It is agreed that as set forth by IRS private letter ruling, Agency's largest annual activity (cookie program) constitutes a "program", rather than "fundraising" activity.

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

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

negative findings, that said Personnel passed the background checks and are, therefore, eligible to provide services under this MOU.

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

5. Obligations of SLPS:

(a) **SLPS will provide the meeting space for the programs** _____

(b) _____

(c) _____

6. Obligations of Agency:

(a) Provide a letter to SLPS certifying that Agency shall conduct background checks on all employees and volunteers providing services under this MOU, and that all such employees and volunteers have met the requirements set forth in this MOU.

(b) Provide programming within SLPS schools including; PAVE (Project Anti-Violence Education), BFF Groups (Be a Friend First), Taste of World Friendship for Summer Schools, Summer Academies, Robotics, Imagine Series (STEM) and TUF (Transform Your Future). Detailed descriptions, objectives and outcomes are outlined on the attached document.

(c) _____

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) Pre- and post-surveys with teachers and counselors will be conducted for each program and outcomes provided.

(b) Students participating in programs will receive surveys as agreed upon by SLPS. We will measure against the objectives outlined on the attached document.

(c) We believe strongly that the greatest success and improvement will occur when Agency is allowed to conduct programs over several years, providing a continuity of content and reinforcement behavior change or opportunity, depending on the program.

8. Term and Termination: The term of the MOU will be from September 6, 2013(the Effective Date) through June 30, 2014, unless earlier terminated by either party by providing thirty (30) days' written notice to the person who has signed as a representative of each party below.

Saint Louis Public Schools

(Agency)

By: _____

By: _____

Name: _____

Name: Carl Hill

Title: _____

Title: Chief Finance & Admin. Officer