

To: Board of Education

From: Matt Brungardt, principal Lawrence High School  
Kathy Johnson, executive director, finance

Re: Herff Jones Yearbook Contract Payment

Date: August 10, 2017

Background:

Contracts greater than \$20,000 are to come to the board of education for approval.

Rationale:

Lawrence High School's 2016-2017 yearbook contract with Herff-Jones Yearbooks is \$49,614. Payment for this contract comes from yearbook sales and business advertisements, \$22,370 deposit and \$27,244 balance due.

Recommendation:

Administration recommends approving the contracted amount of \$49,614 with Herff-Jones Yearbooks for the 2016-2017 Lawrence High School yearbook to be paid from yearbook advertisements and sales.

Motion:

"I move the board of education approve the contracted amount of \$49,614 with Herff-Jones Yearbooks for Lawrence High School's 2016-2017 yearbook, to be paid from yearbook advertisements and sales."