



Excellence • Equity • Engagement
for **ALL** Students



**BOARD OF EDUCATION
ORGANIZATIONAL MEETING
AGENDA**

July 1, 2015

The Board of Education of Lawrence Public Schools, USD 497, will meet in the Interactive Technology Center (First Floor) of the Educational Support & Distribution Center, 110 McDonald Drive, Lawrence, Kansas, at 9 a.m.

Call to Order

Approval of Agenda

Reorganization of Board

Election of President

Election of Vice President

Oath of Office

Recognition of Audience

CONSENT AGENDA (ITEMS MARKED WITH *)

Consent agenda items are those that are considered routine and are adopted by one motion, unless any Board Member or the Superintendent requests that an item be removed. The item/items removed are voted on separately.

Motion: I move the Board adopt the items listed on the Consent Agenda.

Organization Authorizations*

1. Appointment of Board Clerk, District Treasurer, Deputy Clerk and Deputy Treasurer for 2015-2016 School Year
2. Adoption of Board Meeting Calendar for 2015-2016 School Year
3. 2015-2016 District Administrative Organizational Chart
4. Designation of Official Paper and Other News Media for 2015-2016 School Year
5. Designation of Legal Counsel for 2015-2016 School Year
6. Designation of Authorized Representative(s):
 - Federal Programs
 - Attendance Officers
 - KPERS (Kansas Public Employees Retirement System)
 - Freedom of Information Officer
 - Hearing Officer for Suspension & Expulsion Appeals

Board of Education Agenda, 2
July 1, 2015

Organization Authorizations* (Continued)

7. Appointment of KASB Governmental Relations Network Representative
8. Designation of 1116 Hour School Plan
9. Designation of Authorized Signatures – US Bank
10. Designation of Depositories for 2015-2016 School Year
11. Waiver of GAAP & Fixed Asset Accounting Requirements
12. 2015-2016 Schedule of Fees
13. 2015-2016 Meal Prices
14. Participation in Child Nutrition Programs for 2015-2016 School Year
15. Adoption of Guide to Administrative Procedures (GAP) & Student Handbooks for 2015-2016 School Year

Personnel Report*

Monthly Vouchers*

Approvals*

1. Purchase & Installation of Playground Equipment – New York
2. Authorization to Issue Vendor Checks
3. Purchase of Curriculum – Lawrence Virtual School
4. Lease of Multi-Function Devices – District
5. Purchase of Furniture – District
6. Purchase Authority for Furniture – District
7. Purchase of Online & Consumable Instructional Resources
8. Renewal of Destiny Library & Textbook Resource Management Solutions
9. Purchase & Implementation of APUSH & Units of Study
10. Renewal of Web Hosting Services

Report of President of Board of Education

Report of Superintendent of Schools

Board Commentary

Reports

Board Committee & Building Appointments

- Vanessa Sanburn, board president

Old Business

New Business

Adjournment

Future Agenda Items

- Report: 2015-2016 Budget

Announcements

July 27	Goal Setting Session, ESDC	4:30 p.m.
	Regular Board Meeting (Presentation of Budget/Approval for Publication), ESDC	7 p.m.
August 10	Budget Hearing, Regular Board Meeting (Approval of Budget), ESDC	7 p.m.
August 15	ConfabuLaryum – Festival of Creativity, South	9 a.m.-2 p.m.
August 24	Joint City/County/School District Meeting, ESDC	5-7 p.m.

To: Board of Education

From: Dr. Rick Doll, superintendent

Re: Appointment of Board Clerk, District Treasurer, Deputy Clerk, & Deputy Treasurer
for 2015-2016 School Year

Date: June 26, 2015

State law requires that each Board of Education annually appoint a board clerk and district treasurer. The administration recommends that the board approve the following appointments:

Clerk of the board — Janice Dunn

District treasurer — Kathy Johnson, director, finance

The administration further recommends that the board approve a deputy clerk and deputy treasurer to be able to sign for official business in the absence of the regularly appointed clerk and/or treasurer:

Deputy clerk — Becky May

Deputy treasurer — Pam Fraley, supervisor, accounts payable

To: Board of Education

From: Dr. Rick Doll, superintendent

Re: Adoption of Board Meeting Calendar for 2015-2016 School Year

Date: June 26, 2015

The Board of Education tentatively set the following schedule for board meetings for 2015-2016. It is being brought to you for final approval at this time.

The board designates its regular meeting place to be the Interactive Technology Center at the Educational Support & Distribution Center, 110 McDonald Drive, and its regular meeting time to be 7 p.m. on the second Monday of each month. Further, the board shall frequently meet a second time each month as shown on the calendar. The August 24, 2015 meeting is tentative. In addition, the board retains the right to change both time and place upon proper public notice and to adjourn any meeting to another time, day and location.

2015-2016 Board Meeting Schedule (Draft)

Month	Date		Time	Type of Meeting
July	1	---	9:00 a.m.	Organizational meeting
	27	(4th Monday)	7:00 p.m.	Regular meeting *(Presentation of budget & Approval for publication)
August	10	(2nd Monday)	7:00 p.m.	*Budget hearing/Regular meeting *(Approval of budget)
	(24)	(4th Monday)	7:00 p.m.	(Tentative - if needed)
September	14	(2nd Monday)	7:00 p.m.	Regular meeting
	28	(4th Monday)	7:00 p.m.	Regular meeting
October	12	(2nd Monday)	7:00 p.m.	Regular meeting
	26	(4th Monday)	7:00 p.m.	Regular meeting
November	9	(2nd Monday)	7:00 p.m.	Regular meeting
	23	(4th Monday)	7:00 p.m.	Regular meeting
December	14	(2nd Monday)	7:00 p.m.	Regular meeting
January	11	(2nd Monday)	7:00 p.m.	Regular meeting
	25	(4th Monday)	7:00 p.m.	Regular meeting
February	8	(2nd Monday)	7:00 p.m.	Regular meeting
	22	(4th Monday)	7:00 p.m.	Regular meeting
March	28	(4th Monday)	7:00 p.m.	Regular meeting
April	11	(2nd Monday)	7:00 p.m.	Regular meeting
	25	(4th Monday)	7:00 p.m.	Regular meeting
May	9	(2nd Monday)	7:00 p.m.	Regular meeting
	23	(4th Monday)	7:00 p.m.	Regular meeting
June	13	(2nd Monday)	7:00 p.m.	Regular meeting
	27	(4th Monday)	7:00 p.m.	Regular meeting

Note: KASB Annual Convention
NSBA Annual Conference

December 4-6, 2015 ~ Wichita
April 9-11, 2016 ~ Boston, MA

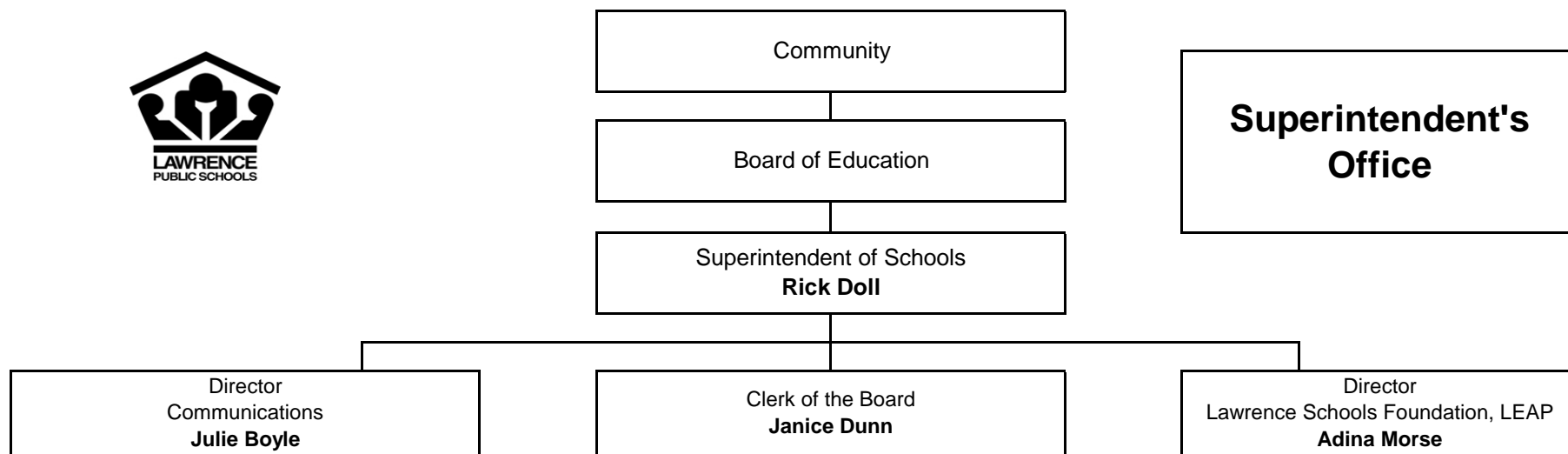
To: Board of Education

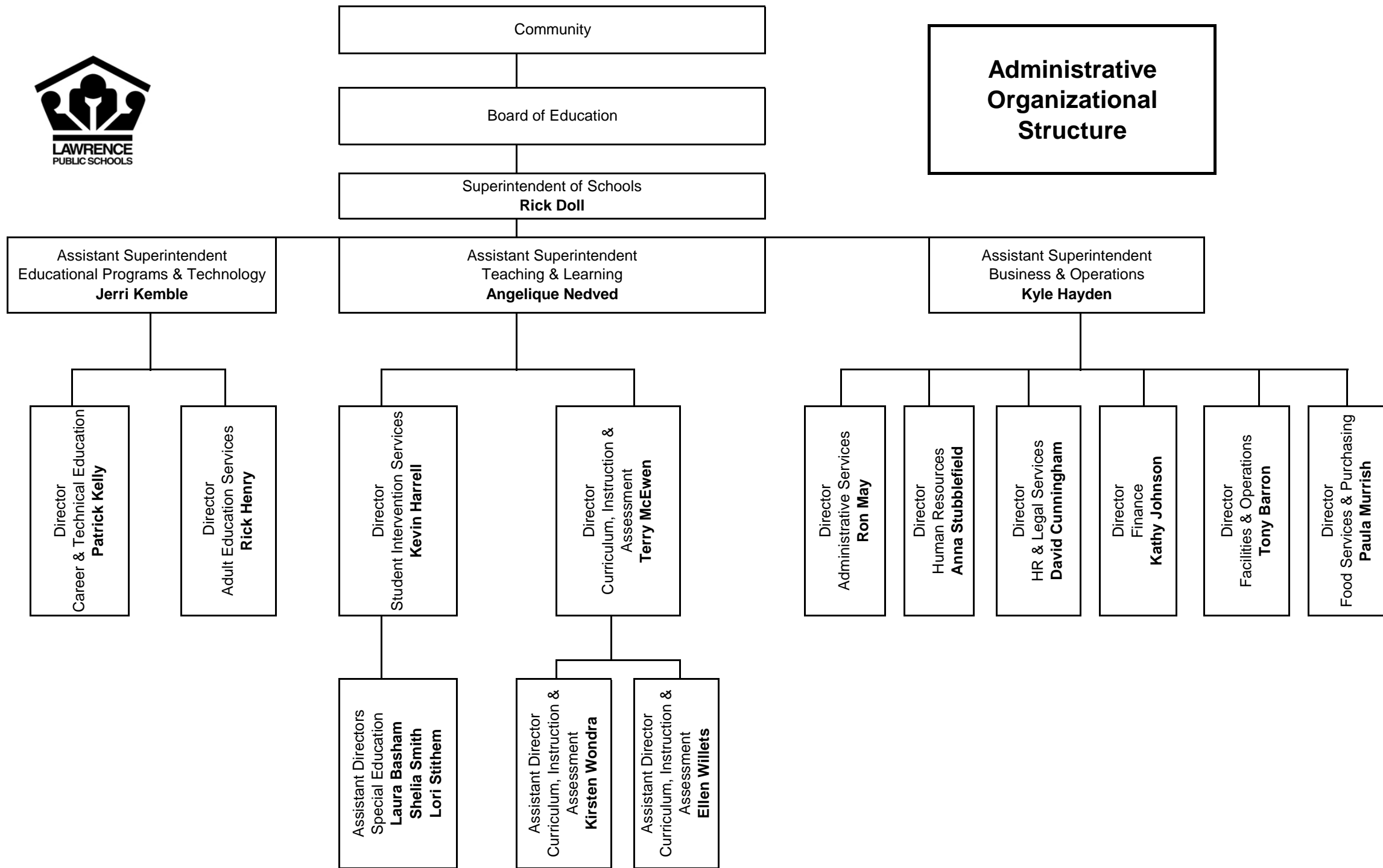
From: Kyle Hayden, assistant superintendent, business & operations, ext. 4309

Re: 2015-2016 District Administrative Organizational Chart

Date: June 26, 2015

An updated District Administrative Organizational Chart for Lawrence Public Schools is attached for review and approval by the Board of Education. The chart accurately reflects the hiring of new personnel made for the 2015-2016 school year.





Assistant Superintendent
Educational Programs & Technology
Jerri Kemble

Director
Career & Technical Education
Patrick Kelly

Director
Adult Education Services
Rick Henry

Supervisor
Technology Services
Jennifer Stones

Educational Programs & Technology



Teaching & Learning

Assistant Superintendent
Teaching & Learning
Angelique Nedved

Director
Student Intervention Services
Kevin Harrell

Assistant Directors
Special Education
Laura Basham
Shelia Smith
Lori Stithem

Facilitator
Mental Health Services
Jose Cornejo

Facilitator
Health Services
Sonja Gaumer

Coordinator
Student Intervention
Programs
Leah Wisdom

Coordinator
Native American
Services
Jennifer Attocknie

Facilitators
Special Education
Paige Buckingham
Amie Tripp-Bristol
Donna Patton-Bryant
Jenna Viscomi

Director
Curriculum, Instruction &
Assessment
Terry McEwen

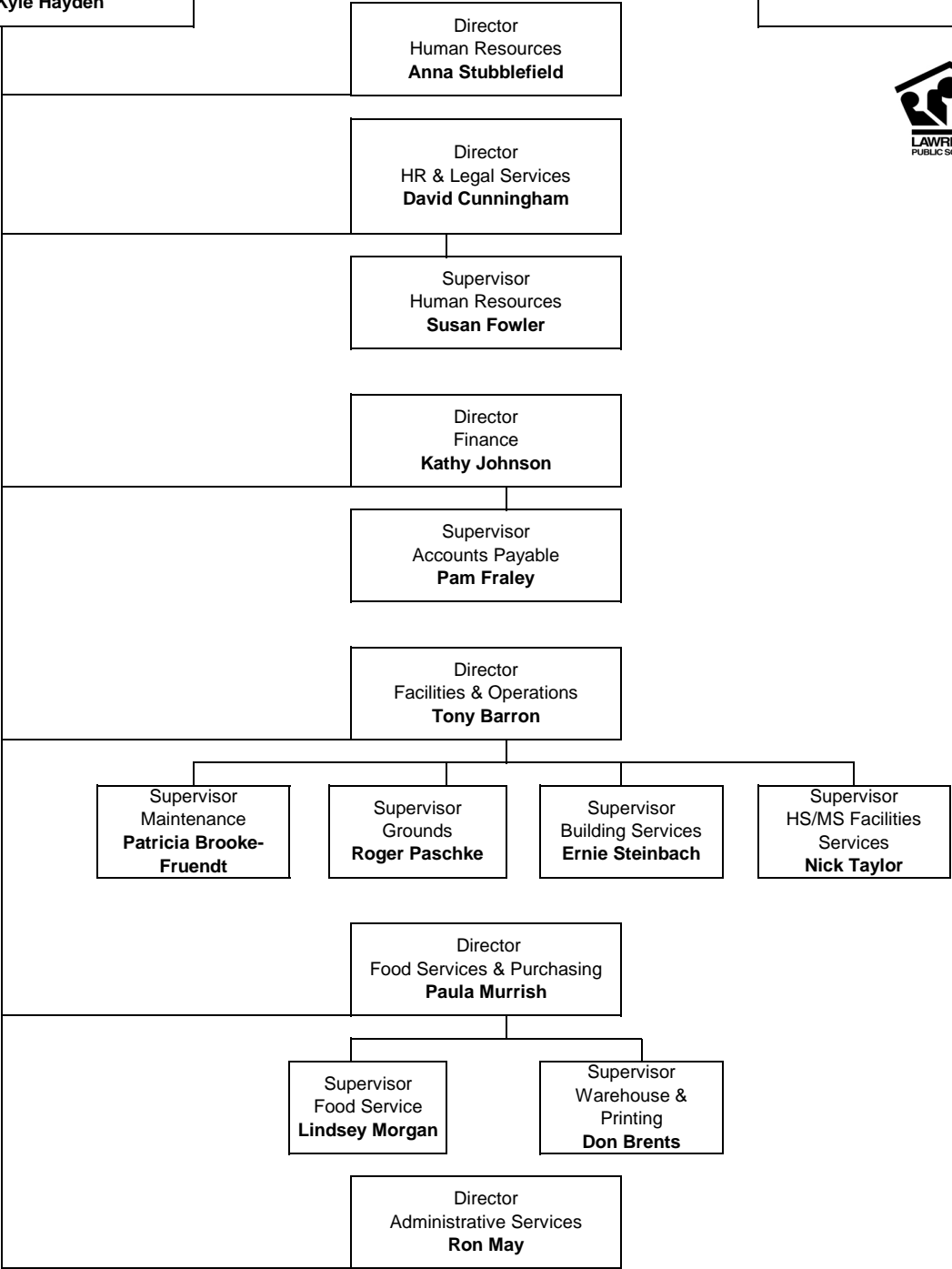
Assistant Director
Curriculum, Instruction &
Assessment
Ellen Willets

Assistant Director
Curriculum, Instruction &
Assessment
Kirsten Wondra

Coordinator
Health & Wellness
Curriculum
Denise L. Johnson

Assistant Superintendent
Business & Operations
Kyle Hayden

Business & Operations



To: Board of Education

From: Dr. Rick Doll, superintendent

Re: Designation of Official Paper & Other News Media for 2015-2016 School Year

Date: June 26, 2015

Throughout the school year there are occasional legal requirements for official notices to be published in connection with the affairs of the district. The wording of this requirement generally is something like the following: *"The governing body shall give ten (10) days notice... in a weekly or daily newspaper of the county having a general circulation therein, etc."* The designation of a paper by the board for such legal notices eliminates uncertainty as to which paper is to carry legal notices.

It is the recommendation of the administration that the *Lawrence Journal-World* be designated the official public newspaper of Lawrence Unified School District No. 497 for the 2015-2016 school year and that the *Lawrence Journal-World*, *Great Plains Media*, and *WOW!* be recognized as official news media for the school district.

To; Board of Education

From: Dr. Rick Doll, superintendent

Re: Designation of Legal Counsel for 2015-2016 School Year

Date: June 26, 2015

Board policy provides for the appointment and compensation of the school board attorney. The policy reads, in part, as follows:

Attorney and Legal Services BBE

"The board will retain a qualified attorney to handle all legal matters referred by the board.

"The school attorney may attend any regular meeting of the board and other meetings of the board when requested by the board or the superintendent. The school attorney shall provide legal advice and counsel to the board.

"The school attorney's contract shall establish the amount of compensation and shall be reviewed annually by the board in July."

It is recommended that the Board of Education designate Brad Finkeldei of Stevens & Brand, L.L.P., as legal counsel for the 2015-2016 school year at the rate of \$115 per hour.

To: Board of Education

From: Dr. Rick Doll, superintendent

Re: Designation of Authorized Representative/s for:

1. Federal programs
2. Attendance officers
3. KPERS (Kansas Public Employees Retirement System)
4. Freedom of Information officer
5. Hearing officer for suspension and expulsion appeals

Date: June 26, 2015

State and federal laws and regulations require that each board of education annually appoint authorized representatives for the federal compensatory programs as well as those that serve as attendance officers and KPERS representatives. The administration recommends that the board approve the following appointments for the 2015-2016 school year:

1. Authorized representative for federal programs — Rick Doll

2. Attendance officers —

Myron Graber	Lawrence Free State High School
Steve Heffernan	Lawrence Free State High School
Lisa Boyd	Lawrence Free State High School
Mike Hill	Lawrence Free State High School
Amy McAnarney	Lawrence Free State High School
Matt Brungardt	Lawrence High School
Margene Brohammer	Lawrence High School
Bill DeWitt	Lawrence High School
Michael Norris	Lawrence High School
Mark Preut	Lawrence High School
Jeff Harkin	Liberty Memorial Central Middle School
Annette Kenoly	Liberty Memorial Central Middle School
Jennifer Bessolo	South Middle School
Lynn Harrod	South Middle School
Kristen Ryan	Southwest Middle School
Shaun Hanson	Southwest Middle School
Myron Melton	West Middle School
Kathy Branson	West Middle School
Brian McCaffrey	Broken Arrow Elementary School
Scott Cinnamon	Cordley Elementary School
Joni Appleman	Deerfield Elementary School
Tammy Becker	Hillcrest Elementary School
Cris Anderson	Kennedy Elementary School
Jackie Mickel	Langston Hughes Elementary School
Nancy DeGarmo	New York Elementary School
Kristi Hill	Pinckney Elementary School
David Williams	Prairie Park Elementary School

Samrie Devin	Quail Run Elementary School
Jared Comfort	Schwegler Elementary School
Howard Diacon	Sunflower Elementary School
Darcy Kraus	Sunset Hill Elementary School
Jeanne Fridell	Woodlawn Elementary School
Keith Wilson	Lawrence Virtual School
Monte Westfall	Lawrence Virtual School

3. Authorized representative for KPERS — Susan Fowler
4. Freedom of Information officer — Julie Boyle
5. Hearing officer for suspension and expulsion appeals — David Cunningham

To: Board of Education

From: Dr. Rick Doll, superintendent

Re: Appointment of KASB Governmental Relations Network Representative

Date: June 26, 2015

Each school board is requested to appoint one member to serve on the Kansas Association of School Boards' (KASB) Governmental Relations Network (GRN). The purpose of the GRN is to increase school board contact with local legislators. GRN members receive the KASB Governmental Relations Bulletin, background papers on key issues, and alert notices when fast response is needed on legislative action.

Traditionally, the board president has served in that position; therefore, administration recommends that the board appoint Vanessa Sanburn as the KASB Governmental Relations Network Representative for the 2015-2016 school year.

To: Board of Education

From: Dr. Rick Doll, superintendent

Re: 1116 Hour School Plan

Date: June 26, 2015

The public school term requirements for the 2015-2016 school year are 186 six-hour days or 1116 hours. Kansas Statute 72-1106 empowers boards of education to approve the method of accounting for instructional time. Each board of education that wishes to authorize, by board action, the 1116 hour method for recording instructional time, is required to notify the state board of education on or before September 15 of the applicable school year.

The administration recommends that the Board of Education authorize the superintendent to notify the Kansas State Board of Education that Lawrence USD #497 will incorporate the hourly method for accounting for instructional time for the 2015-2016 school year.

To: Board of Education

From: Kathy Johnson, director, finance, ext. 2376

Re: Designation of Authorized Signers – US Bank

Date: June 26, 2015

Background:

Each year when the new board president and vice president take office, new bank signature cards are required on the district's bank accounts.

Recommendation:

The administration recommends that the Board of Education designate and authorize the signatures of the board president, vice president, board treasurer, clerk of the board and deputy treasurer on district and/or school bank accounts and to perform financial transactions on behalf of Lawrence USD #497 and its schools.

Motion:

"I move the Board of Education approve the designation and authorize the signatures of the board president, board vice president, board treasurer, clerk of the board and deputy treasurer on district and/or school bank accounts and to perform financial transactions on behalf of Lawrence USD #497 and its schools."

To: Board of Education

From: Kathy Johnson, director, finance, ext. 2376

Re: Designation of Depositories for 2015-2016 School Year

Date: June 26, 2015

Background:

Each year it is necessary for the Board of Education to designate depositories for Board of Education and School Activity funds, including any investment of idle funds. Below is a list of depositories, for possible use, during 2015-2016.

Bank Name	Charter	Main Bank	Branch Bank	Funds Affected	
				Active	Idle
Bank of America	National	North Carolina	Lawrence	Yes	Yes
Bank of the West	National	Kansas	Lawrence	Yes	Yes
Capitol Federal Savings	National	Kansas	Lawrence	Yes	Yes
Central National Bank	National	Kansas	Lawrence	Yes	Yes
Commerce Bank	National	Kansas City, MO	Lawrence	Yes	Yes
Cornerbank	Kansas	Kansas	Lawrence	Yes	Yes
Central Bank of the Midwest	Kansas	Lee's Summit, MO	Lawrence	Yes	Yes
Emprise Bank	National	Kansas	Lawrence	Yes	Yes
First State Bank & Trust	Kansas	Kansas	Lawrence	Yes	Yes
Intrust	National	Kansas	Lawrence	Yes	Yes
Landmark National	Kansas	Kansas	Lawrence	Yes	Yes
Lawrence Bank	Kansas	Kansas	n/a	Yes	Yes
Peoples Bank	Kansas	Kansas	Lawrence	Yes	Yes
Sunflower Bank	Kansas	Kansas	Lawrence	Yes	Yes
United Missouri Bank	National	Kansas	Lawrence	Yes	Yes
University National Bank	National	Lawrence	n/a	Yes	Yes
US Bank	National	Ohio	Lawrence	Yes	Yes

As a result of a banking bid, US Bank is the district's main depository.

Recommendation:

It is the recommendation of the administration that the schedule of banks and savings associations noted above be designated as depositories for possible use during the 2015-2016 school year.

Motion:

"I move the Board of Education designate the schedule of banks and savings associations as presented by the administration as depositories for possible use during the 2015-2016 school year."

To: Board of Education

From: Kathy Johnson, director, finance, ext. 2376

Re: Waiver of GAAP & Fixed Asset Accounting Requirements

Date: June 26, 2015

Background:

Some years ago, the Kansas State Legislature passed a law requiring all municipalities in Kansas to meet the requirements of Generally Accepted Accounting Principles (GAAP), which included the requirements of fixed assets accounting.

Because municipalities such as school districts are not governed by the same laws as private businesses, school administrators protested these requirements as not necessary, very time-consuming and very expensive. The law was changed because of these protests, which made it possible for a school district to waive these requirements each year if a board of education would choose to do so. Both the GAAP requirement and the fixed assets accounting requirement must be waived each year. The administration suggests the waiver be made one year in advance. The requirements have already been waived for the school year ending June 30, 2015.

The Kansas State Department of Education (KSDE) recommends districts waive the GAAP and fixed asset accounting requirements. This allows for cash basis statements that relate better to the state budget documents.

The KSDE provides a resolution for the schools of Kansas to use for waiving GAAP requirements. Beginning July 1, 2005, the additional formal letter to the Director of Accounts and Reports requesting waiver is not required, only the board-approved resolution. As required by K.S.A. 75-1120a(c)(1), the Director of Accounts and Reports automatically grants a GAAP waiver for the year the annual resolution stipulates, provided that the resolution contains wording substantially similar to that provided in K.S.A. 75-1120a(c)(1).

Recommendation:

The administration recommends that the Board of Education waive both the requirements for GAAP and the fixed assets accounting for the school year ending June 30, 2016.

Motion:

"I move the Board of Education waive both the requirements for GAAP and the fixed assets accounting for the school year ending June 30, 2016."

RESOLUTION

WHEREAS USD #497 Lawrence Public Schools, Lawrence, Douglas County, Kansas, has determined that the financial statements and financial reports for the year ending June 30, 2016 to be prepared in conformity with the requirements of K.S.A. 75-1120a (a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board of Education or the members of the general public of the USD#497 Lawrence Public Schools and

WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a (a) for the year ending June 30, 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of USD #497 Lawrence Public Schools, Lawrence, Douglas County, Kansas, in the regular meeting duly assembled this 1st day of July, 2015, waives the requirements of K.S.A. 751120a(a) as they apply to USD#497 Lawrence Public Schools, Lawrence, Douglas County, Kansas for the year ended June 30, 2016.

BE IT FURTHER RESOLVED THAT THE Board of Education shall cause the financial statements and financial reports of USD #497 Lawrence Public Schools, Lawrence, Douglas County, Kansas to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

President of the Board of Education
USD #497 Lawrence Public Schools

Clerk of the Board of Education
USD #497 Lawrence Public Schools

July 1, 2015

To: Board of Education

From: Kathy Johnson, director, finance, ext. 2376

Re: 2015-2016 Schedule of Fees

Date: June 26, 2015

Background:

The Board Policy JS Student Fees and Charges indicates the Board will approve a schedule of enrollment fees and other fees to be charged for the school year.

The attached spreadsheet summarizes the proposed enrollment fees for the 2015-2016 school year. Payment plans and credit card payment options are available to parents. The yearbook fee, parking fee and activity tickets are not included in payment plans and are expected to be paid at the time of purchase. At the end of each school year, unpaid fees go to collections, unless a parent makes arrangements for a payment plan.

Recommendation:

Administration recommends board approval of the attached schedule of fees for the 2015-2016 school year.

Motion:

"I move the Board of Education approve the attached schedule of fees for the 2015-2016 school year."

SCHEDULE OF ENROLLMENT FEES
2015-2016

DISTRICT ENROLLMENT FEES							
Fee	Grade Level	Amount	Due Date		Waiver	Collected By	Deposited
Student Fees: Instructional Materials, Technology, Textbooks and Workbooks	K-5	\$ 97.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	School or District	Student Materials Revolving Fund
Student Fees: Instructional Materials, Technology, Textbooks and Workbooks	6-8	\$ 147.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	School or District	Student Materials Revolving Fund
Student Fees: Instructional Materials, Technology, Textbooks and Workbooks	9-12	\$ 147.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	School or District	Student Materials Revolving Fund
Activity Trip Transportation	K-5	\$ 15.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	School or District	General Fund-reimb
Activity Trip Transportation	6-8	\$ 15.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	School or District	General Fund-reimb
Activity Trip Transportation	9-12	\$ 15.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	School or District	General Fund-reimb
Student Fees: Instructional Materials, Technology, Textbooks and Workbooks	Virtual K-8	\$ 97.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	District	Student Materials Revolving Fund
Student Fees: Instructional Materials, Technology, Textbooks and Workbooks	Virtual 9-12	\$ 97.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	District	Student Materials Revolving Fund
Course Fee ~ Art Enrichment	K-12 Virtual School	None	August		Approved Free and Reduced Lunch Application for Hardship Waiver	School or District	Virtual School Fund
Course Fees - High Schools	9-12	Various	August	(1)	Approved Free and Reduced Lunch Application for Hardship Waiver	Schools or District	Student Materials Revolving Fund
Course Fees - Middle Schools	6-8	ZERO	August	(1)	N/A	N/A	N/A
Participation	6-12	\$ 50.00	Season	(2)	Approved Free and Reduced Lunch Application for Hardship Waiver	Schools or District	General Fund-Reimbursement
Co-Curricular	6-12	\$15-\$25	Season	(2)	Approved Free and Reduced Lunch Application for Hardship Waiver	Schools or District	General Fund-Reimbursement
Instrument Rent Fee	6-12	\$ 50.00	August		Approved Free and Reduced Lunch Application for Hardship Waiver	Schools or District	Student materials Revolving Fund Instrument Maintenance
Virtual School	Secondary	\$150 per semester unit		(3)	None	Schools or District	General Fund Reimbursement
Pre-School	ECH	2 days \$75; 3 days \$112.50; 4 days \$150; 5 days \$188		(4)	None	Schools or District	Early Childhood At Risk Fund
SCHOOL SPECIFIC FEES							
Fee		Amount	Due Date		Waiver	Collected By	Deposited
Parking Fee-Required for student to park in parking lot	Secondary Schools	\$ 10.00	August		None	Schools	Activity Fund -Parking
Activity Ticket -Gate for Students participating in Athletics & Co-Curricular activities	High Schools	\$ 25.00	August		None	Schools	Activity Fund-Gate Receipts
(1) Course Fees: Attachment A		(3) Lawrence Virtual School-Course Acquisition (Enhancement/Enrichment/Add-on)- Students attending beyond 1.0fte					
(2) Participation Fees: Attachment B		(4) Preschool - Peer Models					

High School Course Fees and Additional Charges

2015-2016

Course Title	Course Fee	Estimated Recommended Calculator Cost	Additional Charges	Organization Membership	Co- Curricular Fee	Activity Ticket
A Capella/Chamber Choir			\$5*		\$25	\$25
Advanced Algebra II		\$75-100				
Advanced Chemistry		\$10-15				
Advanced Mixed Choir			\$5*		\$25	\$25
Advanced Physics		\$10-15				
Advanced Women's Choir			\$5*		\$25	\$25
Agribusiness				\$12		
Algebra for the College Bound		\$75-100				
Analysis		\$75-100				
AP Biology			\$38***			
AP Calculus AB		\$75-100				
AP Calculus BC		\$75-100				
AP Statistics		\$75-100				
AP Studio Art: Drawing, 2D, & 3D	\$25					
Cabinetry I			**			
Cabinetry II, III, IV	\$20		**			
Ceramics/Sculpture I			**			
Ceramics/Sculpture II	\$25		**			
Chemistry		\$10-15				
Civil Engineering and Architecture II	\$25					
Concert Band			\$95*		\$25	\$25
Concert Choir			\$5*		\$25	\$25
Concert Orchestra			90*		\$25	\$25
Construction Science II, III, IV	\$20					
Culinary I	\$15					
Debate I, II, III, IV					\$25	\$25
Drawing/Painting II	\$25					
Forensics I, II, III, IV					\$25	\$25
Freshman Choir			\$5-20*		\$25	\$25
Freshman Orchestra			\$90*		\$25	\$25
Graphic Design II	\$25					
Interiors and Textiles Design	\$25					
Jewelry/Art Metals I			**			
Jewelry/Art Metals II	\$25		**			
Lifetime Sports	\$25					
Men's Choir			\$5*		\$25	\$25
Philharmonic Orchestra			\$90*		\$25	\$25
Photography I			**			
Photography II	\$25		**			
Physics		\$10-15				
Portfolio - all mediums			**			
Pre-Calculus		\$75-100				
Research and Design for Pre-Const	\$15					

Symphonic Band			\$90*		\$25	\$25
Symphonic Orchestra			\$90*		\$25	\$25
Welding II	\$20					
Women's Choir			\$5*		\$25	\$25
Wind Ensemble			\$90*		\$25	\$25

* Additional charges are estimates and may be one-time costs up to the amount noted. Examples include, but are not limited to, uniform cleaning, robe rental, t-shirts, shoes, etc. For more information, contact the school's music department.

** Additional charges may be incurred for project materials used in a special student project where the student retains ownership upon completion of the course or project.

*** Note: Recommended AP Biology Lab Manual (\$38) will be provided by USD 497 for use during class. If you wish to purchase your own Lab Manual, you may do so but will not be required to do so.

PAY TO PARTICIPATE AND CO-CURRICULAR FEES

2015-2016

Attachment B

HIGH SCHOOL ACTIVITIES

Activity	KSHAA	Class Credit	Participation Fee	Co-Curr	EX-Curr	Amount
Football	Yes	No	Yes	No	Yes	\$50.00
Boys Basketball	Yes	No	Yes	No	Yes	50.00
Girls Basketball	Yes	No	Yes	No	Yes	50.00
Baseball	Yes	No	Yes	No	Yes	50.00
Boys Golf	Yes	No	Yes	No	Yes	50.00
Girls Golf	Yes	No	Yes	No	Yes	50.00
Boys Swimming	Yes	No	Yes	No	Yes	50.00
Girls Swimming	Yes	No	Yes	No	Yes	50.00
Boys Diving	Yes	No	Yes	No	Yes	50.00
Girls Diving	Yes	No	Yes	No	Yes	50.00
Girls Gymnastics	Yes	No	Yes	No	Yes	50.00
Boys & Girls Track	Yes	No	Yes	No	Yes	50.00
Boys & Girls Cross Country	Yes	No	Yes	No	Yes	50.00
Girls Volleyball	Yes	No	Yes	No	Yes	50.00
Wrestling	Yes	No	Yes	No	Yes	50.00
Cheer leading	Yes	No	Yes	No	Yes	50.00
Pom	Yes	No	Yes	No	Yes	50.00
Boys Soccer	Yes	No	Yes	No	Yes	50.00
Girls Soccer	Yes	No	Yes	No	Yes	50.00
Girls Softball	Yes	No	Yes	No	Yes	50.00
Girls Tennis	Yes	No	Yes	No	Yes	50.00
Boys Tennis	Yes	No	Yes	No	Yes	50.00
Boys Bowling	Yes	No	Yes	No	Yes	50.00
Girls Bowling	Yes	No	Yes	No	Yes	50.00
Weights	No	No	No	No	Yes	Cover cost
Talk to Coaches						of class
Quiz /Scholars' Bowl	Yes	No	Yes	No	Yes	50.00
Pep Band	Yes	No	Yes	No	Yes	50.00
Theater	No	No	Yes	No	Yes	25.00
Band & Marching Band	Yes	Yes	No	Yes	No	25.00
Orchestra	Yes	Yes	No	Yes	No	25.00
Choir/Vocal Music (Select Choirs)	Yes	Yes	No	Yes	No	25.00
Debate	Yes	Yes	No	Yes	No	25.00
Forensics	Yes	Yes	No	Yes	No	25.00

PAY TO PARTICIPATE AND CO-CURRICULAR FEES

2015-2016

Attachment B

MIDDLE SCHOOL ACTIVITIES

Activity	KSHAA	Class Credit	Participation Fee	Co-Curr	E-Curr	Amount
Football	Yes	No	Yes	No	Yes	\$50.00
Boys Basketball	Yes	No	Yes	No	Yes	50.00
Girls Basketball	Yes	No	Yes	No	Yes	50.00
Boys & Girls Track	Yes	No	Yes	No	Yes	50.00
Girls Volleyball	Yes	No	Yes	No	Yes	50.00
Wrestling	Yes	No	Yes	No	Yes	50.00
Cheerleading	Yes	No	Yes	No	Yes	50.00
Girls Tennis	Yes	No	Yes	No	Yes	50.00
Boys Tennis	Yes	No	Yes	No	Yes	50.00
Theater	No	No	Yes	No	Yes	15.00
Band	Yes	Yes	No	Yes	No	15.00
Orchestra	Yes	Yes	No	Yes	No	15.00
Choir/Vocal Music	Yes	Yes	No	Yes	No	15.00
(select choirs)						

To: Board of Education

From: Paula Murrish, director, food services & purchasing, ext. 2706
Lindsey Morgan, supervisor, registered dietician, food services, ext. 2663

Re: 2015-2016 Meal Prices

Date: June 26, 2015

Background:

The Board Policy JS Student Fees and Charges, indicates the Board will approve a schedule of enrollment fees and other fees to be charged for the school year. At the end of each school year, it is necessary to evaluate the prices charged for meals to students and adults for the following school year.

Rationale for Recommendation:

1. The food service department is self-supporting. In today's environment of rising costs this is a challenge. Current state and federal reimbursements have fallen behind the costs of production and are inadequate to maintain the high nutrition and Healthy Hunger Free Kids Act standards established in law.
2. The food service department has seen an increase in food and labor costs.
3. The following is a five-year history of meal prices and recommendation for the 2015-2016 year. According to USDA, sponsors on average, must charge the free reimbursable rate to paying students. The reimbursable rate is \$2.70 and this increase will bring the district into compliance. The adult meal price is also a suggested price by the Kansas State Department of Education.

Lunch	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Elementary	\$2.20	\$2.25	\$2.30	\$2.35	\$2.40	\$2.50
Middle School	2.45	2.50	2.55	2.60	2.60	2.70
High School	2.45	2.50	2.55	2.60	2.65	2.75
Reduced Price	0.40	0.40	0.40	0.40	0.40	0.40
Adult	3.25	3.30	3.35	3.40	3.45	3.45
Breakfast						
Elementary	1.35	1.35	1.35	1.40	1.50	1.50
Middle School	1.50	1.50	1.50	1.55	1.60	1.60
High School	1.50	1.50	1.50	1.55	1.65	1.65
Reduced Price	0.30	0.30	0.30	0.30	0.30	0.30
Adult	2.00	2.00	2.00	2.05	2.15	2.15

Recommendation:

The administration recommends meal prices as outlined in this enclosure be established for the 2015-2016 school year.

Motion:

"I move the Board of Education approve the recommended meal prices as outlined above for the 2015-2016 school year."

To: Board of Education

From: Paula Murrish, director, food services & purchasing, ext. 2706
Lindsey Morgan, supervisor, registered dietician, food services, ext. 2663

Re: Participation in Child Nutrition Programs for 2015-2016

Date: June 26, 2015

Background:

USD #497 has participated in the National School Lunch Program (NSLP), School Breakfast Program (SBP), After School Care Snack Program (ASCSP), Cash-in-lieu of Commodities (CLC) Summer Food Service Program (SFSP), and Seamless Summer (SS) for many years.

Rationale:

To participate in the Child Nutrition Programs, the Sponsoring Food Authority must agree to conduct the program in accordance with regulations as outlined in the 2016 Program Agreement.

1. If the Board of Education chooses to participate in these programs, the Nutrition Services Section in the Kansas State Board of Education will be the agent for the Federal Government to insure the implementation of the Program Agreement and to provide reimbursement funds for meals served.
2. USD #497 will receive approximately \$ 2,400,000 from Federal and State funds for meals served during the 2015-2016 school year. This is approximately 50% of the total receipts of the Food Service Fund.
3. The Program Agreement requires that a determining official review free/reduced meal applications and determine eligibility for program benefits and a hearing official who is not involved with the original eligibility determination to be designated. Lindsey Morgan, supervisor/registered dietician, will serve as the determining official and Paula Murrish is recommended to be the hearing official.
4. The Kansas State Board of Education requires that an Authorized Representative be designated by the Board of Education in an official board meeting. The Authorized Representative may act for the Sponsoring Food Authority in handling the operation of the School Food Service Programs in preparing and signing documents, reports and claims for reimbursement pertaining to the installation and operations of the programs. It is recommended that Paula Murrish serve as this Authorized Representative.

Recommendation:

The administration recommends that the Board of Education agree to participate in the National School Lunch Program (NSLP), School Breakfast Program (SBP), After School Care Snack Program (ASCSP), Cash-in-lieu of Commodities (CLC), Summer Food Service Program (SFSP), and Seamless Summer (SS) for the 2015-2016 school year and to designate Paula Murrish as its Authorized Representative. It is recommended that Lindsey Morgan be designated as the Determining Official for free/reduced meal applications and Paula Murrish as the Hearing Official.

Motion:

"I move the Board of Education approve participation in the Child Nutrition Program for the 2015-2016 school year and designate Paula Murrish as the Authorized Representative and Hearing Official with Lindsey Morgan as the Determining Official for free/reduced price meal applications."

To: Board of Education

From: David Cunningham, director, human resources & legal services, ext. 4937

Re: Adoption of GAP & 2015-2016 Student Handbooks

Date: June 30, 2015

Background:

Each year, the Board of Education adopts as policy the Guide to Administrative Procedures (GAP) and Student Handbooks. The GAP is used to assist building and central office administrators to enforce board policy. Student Handbooks are updated annually and used to communicate rules and regulations to students and parents.

Recommendation:

Staff recommends board approval of the GAP and 2015-2016 Student Handbooks.

Motion:

"I move the Board of Education approve the Guide to Administrative Procedures (GAP) and Student Handbooks for 2015-2016."

PERSONNEL RECOMMENDATIONS

CERTIFIED PERSONNEL

NEW ASSIGNMENT

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
ARTEAGA, ALEXANDER AMADOR	08/04/2015	LHS	0.7500	TEACHER SECONDARY
CURLEY BECENTI, SHERANA	08/04/2015	NEW YORK	1.0000	TEACHER TITLE I
HAGEMAN, JULIE	08/04/2015	WOODLAWN	1.0000	TEACHER ELEMENTARY
* KOOKEN, MICHIKO A	08/04/2015	SWMS	1.0000	TEACHER SPECIAL EDUCATION
KOSTER, LAURA JANE	08/04/2015	LHS	1.0000	TEACHER SECONDARY
SAN ROMANI, DUSTIN PAUL	08/04/2015	PRAIRIE PARK	1.0000	TEACHER ELEMENTARY
* STEELE, KELLY	08/04/2015	LANGSTON HUGHES	1.0000	TEACHER SPECIAL ED GIFTED
TRENHOLM, SHAUN PETER	08/04/2015	MULTIPLE	1.0000	TEACHER PHYSICAL ED POOL
VERVYNCK, AMANDA	08/04/2015	NEW YORK	1.0000	TEACHER ELEMENTARY
WEAVER, CARRIE	08/04/2015	MULTIPLE	0.8300	TEACHER PHYSICAL ED POOL

CHANGE FTE/HR

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
ZIEGLER, DEBRA A	08/14/2015	LFSHS	0.6670	TEACHER SECONDARY

CHANGE POSITION

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
BECKSTRAND, JULIA ANN	08/14/2015	WOODLAWN	0.5000	GUIDANCE
BECKSTRAND, JULIA ANN	08/14/2015	PINCKNEY	0.5000	GUIDANCE

RESIGNED

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
FOWLER, SHAWN P	05/22/2015	QUAIL RUN	1.0000	TEACHER ELEMENTARY

CLASSIFIED PERSONNEL (12 MONTHS)

NEW ASSIGNMENT

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
BECKER, JOHN KEITH	06/22/2015	LFSHS	1.0000	CUSTODIAN
FISH, MATTHEW LYMAN	06/18/2015	ESDC	1.0000	SUPPORT TECHNICIAN
GLENN, DAVE ALAN	06/22/2015	LFSHS	1.0000	BUILDING AND GROUNDS LEAD

CHANGE FTE/HR

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
HAMMERSCHMIDT, CRYSTAL J	07/01/2015	ESDC	1.0000	COORDINATOR FARM TO SCHOOL

CHANGE POSITION

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
HAMLIN, SARAH E	07/01/2015	ESDC	1.0000	COORDINATOR BENEFITS COMPLIANC
JONES, ELLEN N	07/01/2015	ESDC	1.0000	COORDINATOR HRIS
MADL, DONNA JEAN	07/08/2015	ESDC	1.0000	ADMIN ASSISTANT HUMAN RESOURCE

CLASSIFIED PERSONNEL (LESS THAN 12 MONTHS)

PERSONNEL RECOMMENDATIONS

NEW ASSIGNMENT

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
HETT, LORI LYNN	08/19/2015	DEERFIELD	0.1875	LIBRARY MEDIA ASSISTANT
LIU, CHANG	08/17/2015	LFSHS	0.5000	PARA INSTRUCTIONAL

CHANGE FTE/HRS

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
* BERKLEY, JILL C	08/17/2015	KENNEDY	0.9375	PARAEDUCATOR SPECIAL ED ECH
* FELL, MARY MONICA	08/17/2015	KENNEDY	0.5000	PARAEDUCATOR SPECIAL ED ECH
MCCOY, CYNTHIA N	08/17/2015	CORDLEY	0.3125	PARENT INVOLVEMENT FAC ESL
MCCOY, CYNTHIA N	08/19/2015	CORDLEY	0.3750	LIBRARY MEDIA ASSISTANT
SCHENKEL, BRENDA KAY	08/19/2015	QUAIL RUN	0.8125	LIBRARY MEDIA ASSISTANT

CHANGE POSITION

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
BITTERS, DAINA M	08/14/2015	SUNSET HILL	0.5000	INSTRUCTIONAL SUPP ASST READ
* TREEMANEKARN, PORNTIDA	08/17/2015	SWMS	0.9375	INTERVENER SPED

RESIGNED

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
* MARTIN, BENJAMIN RAY	05/22/2015	LHS	0.9375	PARA MULTIPLE DISBILITIES

TERMINATED

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
MENDELL, CHARLENE RENEE	05/22/2015	SMS	0.5000	FOOD SERVICE ASSISTANT II

NON-CONTRACTED PERSONNEL

RESIGNED

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
BARKER, ERIN C	06/13/2015	LMCMS	1.0000	SUB SECRETARY
MORGAN, THERESA A	06/22/2015	DISTRICT WIDE	1.0000	SUB SECRETARY

* = Special Education Budget

LAWRENCE PUBLIC SCHOOLS
FUND ID SUMMARY AND CHECK REGISTER
Checks Dated: 06/23/2015 - 06/25/2015

Fund	Fund Description	Amount
001	GENERAL	412,179.81
003	FOOD SERVICE	16,081.00
004	VOCATIONAL EDUCATION	2,001.38
005	SPECIAL EDUCATION	8,638.94
009	CAPITAL OUTLAY	175,047.84
018	VIRTUAL SCHOOL	6,224.00
021	BILINGUAL FUND	311.98
024	STUDENTS MATLS REVOLVE	5,236.47
035	2013 BONDS	324,830.82
200 15	TITLE I 2015	1,720.40
275	SPECTRA-MEDICAID	3,000.00
450	WELLNESS FARM TO SCHOOL LOCAL	379.00
800	LOC/DON/GRA	1,008.04
GRAND TOTAL		956,659.68

LAWRENCE PUBLIC SCHOOLS
FUND ID SUMMARY AND CHECK REGISTER
Checks Dated: 06/23/2015 - 06/25/2015

Check #	Vendor #	Vendor Name	Check Date	Amount
000003409	V0010871	APPLIED ECOLOGICAL SERVICES IN	06/25/2015	64.40
000003410	000002266	BATES, JANET	06/25/2015	20.50
000003411	V0012383	BTU CONSULTANTS LLC	06/25/2015	8,840.00
000003412	000003368	BUCKINGHAM, PAIGE	06/25/2015	196.56
000003413	V0005447	GENERAL PARTS LLC	06/25/2015	304.00
000003414	000004730	JONES, MICHAEL G	06/25/2015	281.12
000003415	000009385	LEDERER, KRISTA	06/25/2015	45.81
000003416	000004771	MELLENBRUCH, DUANE A	06/25/2015	64.72
000003417	000007623	MOORE, DANICA M	06/25/2015	66.98
000003418	000009958	NELSON, EMILY LAUREN	06/25/2015	201.60
000003419	V0002817	OFFICE DEPOT INC	06/25/2015	5,378.16
000003420	V0002741	PUR-O-ZONE INC	06/25/2015	4,280.74
000003421	000007085	SCHWARTING, JULIE	06/25/2015	35.97
000003422	000007365	SEIFF, MOLLIE J	06/25/2015	109.80
000003423	V0004431	SOUTH MIDDLE SCHOOL	06/25/2015	4,720.00
000003424	000002928	STEVANOV, DONALD	06/25/2015	17.85
000003425	000002184	WEBER, JEANETTE L	06/25/2015	33.32
000003426	V0004616	WEST MIDDLE SCHOOL	06/25/2015	100.00
000051931	V0012448	AB BRADLEY CONSTRUCTION COMPAN	06/25/2015	183,940.00
000051932	V0002943	B&H FOTO & ELECTRONICS CORP DB	06/25/2015	1,682.65
000051933	V0004419	BIO-RAD LABORATORIES INC	06/25/2015	420.00
000051934	V0005067	BLACK HILLS ENERGY	06/25/2015	770.45
000051935	V0012824	BLEVINS, CHRISTOPHER	06/25/2015	366.00
000051936	V0004430	BLICK ART MATERIALS	06/25/2015	12.80
000051937	V0003369	BOUND TO STAY BOUND BOOKS INC	06/25/2015	1,159.42
000051938	V0003972	BRACKER'S GOOD EARTH CLAYS INC	06/25/2015	247.84
000051939	V0005632	CAPSTONE	06/25/2015	434.75
000051940	V0002917	CARQUEST AUTO PARTS STORES	06/25/2015	508.33
000051941	V0010310	CBIZ INSURANCE SERVICES INC	06/25/2015	322,935.00
000051942	V0006721	CHANNING BETE COMPANY	06/25/2015	539.55
000051943	V0004539	CHARLES D JONES & CO INC	06/25/2015	182.94
000051944	V0003842	CHECKER'S	06/25/2015	183.85
000051945	V0004556	CITY OF LAWRENCE KANSAS	06/25/2015	14,682.33
000051946	V0004556	CITY OF LAWRENCE KANSAS	06/25/2015	1,845.23
000051947	V0012673	CLARK EQUIPMENT COMPANY DBA BO	06/25/2015	43,120.72
000051948	V0012851	CONTECH ENGINEERED SOLUTIONS L	06/25/2015	170.00
000051949	V0011721	CORCORAN, SHANNON OR ALLEN	06/25/2015	366.00
000051950	V0003812	D&D TIRE INC	06/25/2015	14.00
000051951	V0003424	DEMCO INC	06/25/2015	310.45
000051952	V0003606	DILLONS CUSTOMER CHARGES	06/25/2015	439.05
000051953	V0003898	EAGLE TRAILER CO INC	06/25/2015	418.00
000051954	V0003226	EARTHGRAINS BAKING COMPANIES I	06/25/2015	230.72

LAWRENCE PUBLIC SCHOOLS
FUND ID SUMMARY AND CHECK REGISTER
Checks Dated: 06/23/2015 - 06/25/2015

Check #	Vendor #	Vendor Name	Check Date	Amount
000051955	V0002904	EDUCATIONAL INNOVATIONS INC	06/25/2015	144.93
000051956	V0003851	ELECTROLIFE BATTERY INC DBA LA	06/25/2015	18.36
000051957	V0009708	EXPRESS EMPLOYMENT PROFESSIONA	06/25/2015	448.32
000051958	V0012811	FARMER, JEFF	06/25/2015	366.00
000051959	V0004829	FASTENAL COMPANY	06/25/2015	4.03
000051960	V0002934	FLAGHOUSE	06/25/2015	226.55
000051961	V0007096	FOLEY EQUIPMENT CO	06/25/2015	2,880.11
000051962	V0011387	FOLLETT SCHOOL SOLUTIONS INC	06/25/2015	1,334.29
000051963	V0004866	FOOD SERVICE	06/25/2015	19.60
000051964	V0004842	FREESTYLE PHOTOGRAPHIC SUPPLIE	06/25/2015	1,408.20
000051965	V0008626	FUN AND FUNCTION	06/25/2015	73.94
000051966	V0012762	HAMERAY PUBLISHING GROUP INC	06/25/2015	93.50
000051967	V0012812	HECK, SANDRA	06/25/2015	366.00
000051968	V0011012	HILAND DAIRY FOODS COMPANY LLC	06/25/2015	3,615.78
000051969	V0003356	HOLIDAY INN AT THE CAMPUS	06/25/2015	200.00
000051970	V0004148	HOME DEPOT CREDIT SERVICES	06/25/2015	237.97
000051971	V0004421	HONEY CREEK DISPOSAL SERVICE I	06/25/2015	28.35
000051972	V0010270	ICE-TURNER, DEBORAH	06/25/2015	366.00
000051973	V0002865	JAYHAWK TROPHY COMPANY INC	06/25/2015	106.75
000051974	V0010358	JMA INFORMATION TECHNOLOGY	06/25/2015	23,056.86
000051975	V0004163	JOCK'S NITCH	06/25/2015	936.00
000051976	V0006661	JOHN DEERE COMPANY-A DIVISION	06/25/2015	26,512.22
000051977	V0003538	JOSTENS INC	06/25/2015	1,750.20
000051978	V0005700	KAGAN PUBLISHING INC	06/25/2015	1,720.40
000051979	V0004126	KANSAS SCHOOL FOR THE DEAF	06/25/2015	3,000.00
000051980	V0004176	KELVIN ELECTRONICS	06/25/2015	761.08
000051981	V0006305	KENNEDY GLASS INC	06/25/2015	7.51
000051982	V0004588	LAIRD NOLLER	06/25/2015	28,070.00
000051983	V0002783	LAKESHORE LEARNING MATERIALS	06/25/2015	860.77
000051984	V0003649	LASER LOGIC	06/25/2015	178.00
000051985	V0004670	LAWRENCE MEMORIAL HOSPITAL	06/25/2015	175.00
000051986	V0003846	LAWRENCE PRINTING AND DESIGN	06/25/2015	1,685.00
000051987	V0004405	LILKEN LLP DBA HOLIDAY INN EXP	06/25/2015	115.54
000051988	V0008297	MEA BERNINA SEWING & VACUUM CE	06/25/2015	526.07
000051989	V0002873	MINUTEMAN PRESS	06/25/2015	155.00
000051990	V0004776	MOLLY HAWKINS HOUSE	06/25/2015	211.37
000051991	V0004787	MSM COMMUNICATIONS SYSTEMS INC	06/25/2015	10,190.00
000051992	V0006776	NEFF MOTIVATION INC DBA THE NE	06/25/2015	410.75
000051993	V0011732	OVERDRIVE INC	06/25/2015	2,366.47
000051994	V0002821	PENN STATE INDUSTRIES	06/25/2015	405.75
000051995	V0004732	PETTY CASH	06/25/2015	10.00
000051996	V0004346	PHILLIPS 66-CONOCO-76	06/25/2015	270.44

LAWRENCE PUBLIC SCHOOLS
FUND ID SUMMARY AND CHECK REGISTER
Checks Dated: 06/23/2015 - 06/25/2015

Check #	Vendor #	Vendor Name	Check Date	Amount
000051997	V0003733	PRESTWICK HOUSE INC DBA PRESTW	06/25/2015	311.98
000051998	V0003541	QUILL CORPORATION	06/25/2015	1,121.10
000051999	V0003580	RD JOHNSON EXCAVATING CO INC	06/25/2015	38,983.59
000052000	V0004218	REALLY GOOD STUFF	06/25/2015	239.33
000052001	V0010825	RICOH USA INC	06/25/2015	4,600.00
000052002	V0010825	RICOH USA INC	06/25/2015	8,504.25
000052003	V0010825	RICOH USA INC	06/25/2015	23,335.00
000052004	V0004227	ROCHESTER 100 INC	06/25/2015	472.00
000052005	V0003961	SCHOOL OUTFITTERS	06/25/2015	337.58
000052006	V0003962	SCHOOL SPECIALTY INC	06/25/2015	3,750.51
000052007	V0012756	SCREENVISION	06/25/2015	5,574.00
000052008	V0009426	SHAUGHNESSY KNIPE HAWK PAPER C	06/25/2015	685.34
000052009	V0003058	SHERWIN WILLIAMS	06/25/2015	295.53
000052010	V0004417	SKYWARD INC	06/25/2015	269.00
000052011	V0002726	STANION WHOLESALE ELECTRIC COM	06/25/2015	199.80
000052012	V0003471	STATE OF KANSAS	06/25/2015	25.00
000052013	V0003763	STEVENS & BRAND LLP	06/25/2015	34.50
000052014	V0012839	STUDIO 7 PHOTOGRAPHY	06/25/2015	192.50
000052015	V0003385	SUNFLOWER RESTAURANT SUPPLY IN	06/25/2015	116,504.50
000052016	V0011123	SUPPLEMENTAL HEALTH CARE	06/25/2015	7,466.84
000052017	V0004047	TARGET STORES	06/25/2015	91.54
000052018	V0005105	TEMP-CON INC	06/25/2015	255.00
000052019	V0006753	TERRACON CONSULTANTS INC	06/25/2015	826.50
000052020	V0004507	TFMCOMM INC	06/25/2015	1,460.00
000052021	V0004325	UNIFIED SCHOOL DISTRICT 497	06/25/2015	379.00
000052022	V0004555	UNISOURCE INC	06/25/2015	250.00
000052023	V0003256	US FOODSERVICE-TOPEKA DIVISION	06/25/2015	11,979.50
000052024	V0004135	VERNIER SOFTWARE TECHNOLOGY	06/25/2015	1,277.05
000052025	V0004166	WALMART	06/25/2015	655.88
000052026	V0002719	WESTERN EXTRALITE COMPANY	06/25/2015	204.34
000052027	V0002723	WESTLAKE ACE HARDWARE	06/25/2015	348.13
000052028	VOID.CONTINU	VOID - CONTINUED STUB	06/25/2015	-
000052029	V0010351	WOW! INTERNET CABLE & PHONE	06/25/2015	1,142.53
000052030	V0004843	XPEDX PAPER	06/25/2015	9,833.14
GRAND TOTAL				956,659.68

To: Board of Education

From: Kyle Hayden, assistant superintendent, business & operations, ext. 4309
Tony Barron, director, facilities & operations, ext. 1643

Re: Purchase & Installation of Playground Equipment – New York

Date: June 26, 2015

Background:

At its February 23, 2014 meeting, the Board of Education was presented with and approved the Capital Improvement project list. Playground replacement, relocation, and reinstallation of existing equipment at New York Elementary School was part of the plan. Due to bond construction, the primary playground must be partially relocated and additional equipment purchased.

Additional equipment will also need to be purchased for the new secondary playground. District staff has worked with Cunningham Recreation to design the new playground and purchase the necessary playground equipment.

Bids and Specifications:

The scope of work includes the installation of a fitness-based playground piece, swing bays, rubber tile safety surfacing, accessible sidewalk, and reinstallation of an existing playground structure. All playground pieces meet and/or exceed the American Society for Testing and Materials (ASTM) standards, which is the Standard Consumer Safety Performance Specification for Playground Equipment for public use. Access to the playground has been designed to meet and/or exceed the 2010 ADA Standards for Accessible Design.

GameTime c/o Cunningham Recreation, has provided a playground purchase and installation price of \$53,642.81 through the U.S. Communities purchasing agreement.

Recommendation:

Administration recommends board approval of a contract procured through the U.S. Communities purchasing agreement with GameTime c/o Cunningham Recreation for the purchase and installation of a playground at New York Elementary School in the amount of \$53,642.81.

Motion:

"I move the Board of Education approve a contract procured through the U.S. Communities purchasing agreement with GameTime c/o Cunningham Recreation for the purchase and installation of a playground at New York Elementary School in the amount of \$53,642.81."

To: Board of Education

From: Kathy Johnson, director, finance, ext. 2376

Re: Authorization to Issue Vendor Checks

Date: June 26, 2015

Background:

Payments to vendors are approved at each board meeting as a part of the consent agenda.

Rationale:

With the extended length of time between July 1 and July 27, as well as year-end, there is a need to process vendor payments between board meeting dates. Administration is requesting that the Board of Education authorize the Finance Office to issue any necessary checks between July 1, 2015 and July 27, 2015 in order to avoid late fees, delinquent notices and to assist with year-end closing transactions.

All expenditures will be paid in compliance with Kansas Statutes, Board Policy and Procedures. The Board of Education will receive the list of bills paid between board meetings at the July 27, 2015 board meeting as a part of the consent agenda.

Motion:

"I move the Board of Education authorize the Finance Office to issue any necessary checks to vendors between July 1, 2015 and July 27, 2015 board meetings. The checks processed will be a part of the board agenda on July 27, 2015."

To: Board of Education

From: Jerri Kemble, assistant superintendent, educational programs & technology, ext. 2755
G. Keith Wilson, principal, Lawrence Virtual School, ext. 5620

Re: Purchase of Curriculum – Lawrence Virtual School

Date: June 26, 2015

Background:

The curriculum for Lawrence Virtual School (LVS) K-12th grades is provided via a menu of vendors in accordance with strength of content and delivery, parent/student need and cost/return on investment. As we seek to strengthen our portfolio of options for families and maximize resources, LVS is requesting approval to enter into an agreement with Florida Virtual School (FLVS) Global to enhance our course offerings and service to our families.

Rationale:

The district has sponsored the Lawrence Virtual School for more than a decade. Support, involvement and growth are at all-time highs. The rigor and quality of our model and the curriculum we very strategically embrace provides continued interest in LVS. The average cost of curriculum access, resources and materials was \$1,700 per pupil for the 2014-2015 school year. Given our economy of scale, adding additional vendors allows us to broaden our appeal and decrease overall expenses. This addition will get us closer to limiting our reliability on a single vendor and help us realize a savings of approximately \$300 per students or \$350,000 overall.

Recommendation:

Administration recommends board approval of the purchase of 700 General Hosted Seats (access to the entire FLVS Global School Course Catalog) for the 2015-2016 school year at a total cost of \$119,070.

Account: 1810000035 Virtual School_56530 Software

Motion:

"I move the Board of Education approve the purchase of curriculum from Florida Virtual School Global School at a total cost of \$119,070."

To: Board of Education

From: Paula Murrish, director, food services & purchasing, ext. 2706
Don Brents, buyer, manager, printing & warehouse, ext. 1677

Re: Lease of Multi-Function Printing Devices – District

Date: June 26, 2015

Background:

In 2014, the Board of Education approved a goal to deliver quality programs and services by evaluating current printer/copier practices to develop a replacement plan and upgrade equipment. The current lease of 99 machines began on July 1, 2014. At the time the district entered into the lease, there began an influx of construction projects and some schools increased enough square footage to warrant an additional machine. In addition, the new College & Career Center is in need of two machines.

Rationale:

The district is currently leasing the following two styles of machines:

- 1) 34 each – Ricoh MP C4503 (black & white and color)
- 2) 65 each – Ricoh MP 6002SP (black & white)

Upon completion of construction projects, the need is as follows:

- 1) 36 each – Ricoh MP C4503 (black & white and color)
- 2) 68 each – Ricoh MP 6002SP (black & white)

The additional cost of the five units is \$1,252/month. This pricing is based on co-terminus lease pricing so that these units will expire at the same date as the remainder of the Ricoh fleet. The annual lease cost for the 104 machines is \$295,044 with a maintenance cost of \$0.0044 for black and white and \$0.048 for color or approximately \$80,000 annually. The district will be billed for actual click charges monthly. Included in the maintenance price are cost of repairs, parts, toner and staples. The life expectancy is six years and compared to our current fleet, it is between nine and ten years.

Recommendation:

Administration recommends board approval of the lease of five additional machines co-terminus for a total of 104 multi-function devices for an annual cost of \$295,044 for four years with an annual maintenance cost of approximately \$80,000 annually for four years using U.S. Communities contract number: 4400003732.

Accounts: 0949000000 Capital Outlay Other_57300 Equipment
0125300000 General Fund Printing_54360 Repair Office Machines

Motion:

"I move the Board of Education approve the lease with Ricoh of the above listed 104 machines from July 1, 2015 through June 30, 2019 for an annual cost of \$295,044 plus \$80,000 annually for maintenance."

To: Board of Education

From: Kyle Hayden, assistant superintendent, business & operations, ext. 4309
Paula Murrish, director, food services & purchasing, ext. 2706

Re: Purchase of Furniture – Teacher/Staff Desks

Date: June 26, 2015

Background:

In April 2013, voters approved a \$92.5 million school bond issue to improve facilities, enhance technology and expand career and technical educational opportunities. The focus of this bond plan was on equipping our teachers and students with tools for 21st century teaching and learning.

A significant piece of successfully completing the district's bond construction projects involves furnishing and equipping the educational spaces, including classroom furniture. The district is moving forward with standardizing classroom components when possible which will allow for the interchange of furnishings as needs arise.

At its May 12, 2014 meeting, the Board of Education approved an agreement with Hollis & Miller Architects to provide interior design services and coordinate furnishing and equipping identified schools associated with bond construction projects. Hollis & Miller compiled specifications and sent bids to twelve vendors. Some of the specified items were rebid to try to secure better pricing or to look for alternative items. The district is ready to award the following companies the amounts listed below for teacher/staff desks:

<u>Company</u>	<u>Amount</u>
Commercial Concept	\$43,000
Freedom Company	<u>7,000</u>
Total	\$50,000

Recommendation:

Staff recommends the board approve the furniture bids as specified for teacher/staff desks for Cordley, Free State, Hillcrest, Kennedy and New York schools in the total amount of \$ 50,000 to the list of vendors itemized above.

Account: 0910090000 Capital Outlay Instruction_57330 Furniture and Fixtures

Motion:

"I move the Board of Education approve furniture bids for teacher/staff desks for the total amount of \$ 50,000 and award the contracts to the companies specified above."

To: Board of Education

From: Kyle Hayden, assistant superintendent, business & operations, ext. 4309
Paula Murrish, director, food services & purchasing, ext. 2706

Re: Purchase Authority for Furniture – District

Date: June 26, 2015

Background:

In April, 2013, voters approved a \$92.5 million school bond issue to improve facilities, enhance technology and expand career and technical educational opportunities. The focus of this bond plan was on equipping our teachers and students with tools for 21st century teaching and learning.

A significant piece of successfully completing the district's bond construction projects involves furnishing and equipping the educational spaces, including classroom furniture. The district is moving forward with standardizing components when possible which will allow for the interchange of furnishings as needs arise. The district has standardized its casework components which has been awarded to Precision Craft of Olathe, KS. They are a design and manufacturer of commercial wood products and they have designed several pieces, including a tall marker board table that the district is using in learning pocket spaces and secondary blended learning classrooms. They have been awarded the bid due to their competitive prices and meeting unique design requests along with their advantageous turnaround time.

Rationale:

The district is requesting to have purchasing authority to Precision Craft up to \$100,000 for upcoming bond construction and collaborative learning needs. The district has received bid prices that will be honored during bond construction months.

Recommendation:

Staff recommends board approval of the procurement authority up to \$100,000 to Precision Craft for the purchase of standardized classroom and learning space items, including casework components, tables and student storage units.

Account: 0910090000 Capital Outlay Instruction_57330 Furniture and Fixtures

Motion

"I move the Board of Education approve purchasing authority to Precision Craft in an amount up to \$100,000 for items consisting of casework components, tables and student storage units as specified and bid."

To: Board of Education

From: Terry McEwen director, curriculum, instruction & assessments, ext. 2613
Ellen Willets, assistant director, curriculum & instruction, ext. 4769

Re: Purchase of Online & Consumable Instructional Resources

Date: June 26, 2015

Background:

These requests reflect annual student on-line renewals and consumable instructional resource purchases for existing adopted curriculum materials. These materials are purchased now to ensure they are here for the start of school in August. The chart below provides the specific content purchase.

Content	Grade Level & Item	Total Price	Vendor
Science	Middle School		
	Life, Earth and Physical Science online access	\$15,000	Houghton Mifflin Harcourt
	High School		
	Biology online access	\$2,450	Houghton Mifflin Harcourt
	Anatomy student coloring book	\$387	
	AP Biology test preparatory	\$1,208	Follett School Solutions
Language	Elementary		
	Handwriting Without Tears	\$23,747	Handwriting Without Tears
World Languages	Middle School		
	Spanish 1 student workbooks	\$4,376	Follett School Solutions
	High School		
	Latin 1,2,3 online resources	\$556	University of Cambridge
	AP Latin workbooks	\$232	
	German 1,2,3 student workbooks	\$2,781	
	Spanish 1,2,3 student workbooks	\$10,905	Follett School Solutions
	French 1,2,3 student workbooks	\$3,550	

Recommendation:

It is recommended that the Board of Education approve the purchase of the student online renewals and consumable instructional resources for the 2015-2016 school year.

Accounts: Student Materials Revolving_Elementary, Middle School, High School

Motion:

"I move the Board of Education authorize the purchase of student online renewals and consumable instructional resources for the 2015-2016 school year in an amount not to exceed \$65,192 (including estimated shipping costs)."

To: Board of Education

From: Terry McEwen, director, curriculum, instruction & assessments, ext. 2613
Ellen Willets, assistant director, curriculum & instruction, ext. 4769

Re: Renewal of Destiny Library & Textbook Resource Management Solutions

Date: June 26, 2015

Background:

Follett Destiny Library and Textbook Resource Management Solutions software is a web-based library and textbook management system utilized by the district. This software provides inventory management of both library resources and district instructional resources including textbooks, consumables, etc. The system allows for precise checkout of these resources to schools, teachers, and students, and provides the district an accurate inventory of instructional resources to ensure appropriate quantities at any point during the school year.

Rationale:

This expenditure represents the 2015-2016 renewal costs for both the library and textbook systems.

Recommendation:

The administration recommends board approval of the renewal quote with Follett Software Company for the Destiny Library and Textbook Resource Management Solutions for the 2015-2016 school year in an amount not to exceed \$29,026.77.

Accounts: Teaching and Learning General Library/Student Materials Revolving-
Textbook, Software

Motion:

"I move the Board of Education authorize administration to renew Follett Software Company Destiny Library and Textbook Resource Management Solutions for the 2015-2016 school year in an amount not to exceed \$29,026.77."

To: Board of Education

From: Terry McEwen, Director, Curriculum, Instruction and Assessments, ext. 2613
Ellen Willets, Assistant Director, Curriculum and Instruction, ext. 4769

Re: Purchase & Implementation of APUSH & Units of Study

Date: June 26, 2015

Background:

SOCIAL STUDIES

- High School: Advanced Placement courses in our high schools are required to follow the curriculum guidelines for these courses established by the College Boards. Recently, the AP US History Course was reviewed by the College Boards; many aspects of the course were revised as a result of the review.
- Part of the revision included the specific text resources for AP US History; the required text series were changed to reflect the updated course expectations and expected outcomes.
- Lawrence and Free State High School AP US History teachers met various times throughout 2014-2015 to preview several approved text series. They selected *America's History* (Eighth Edition – 2015; Henretta et al.) from Bedford, Freeman, and Worth Publishing for textbooks and on-line licenses.

LANGUAGE ARTS

- Middle School: Teachers, principals, and T&L identified Common Core-aligned writing instruction as an area of need for middle school students. Lucy Calkins' Units of Study adopted and implemented in K-5 classrooms will be extended to support middle school students. Grade 6 will implement Units of Study in 2015-2016 with Grades 7 and 8 to follow in subsequent years.

Content	Grade Level & Item	Price	Vendor	Fund
Social Studies	APUSH (AP US History)	\$25,995	BFW High School	Student Materials Fund
Language Arts	Units of Study Grade 6	\$5,858	Heinemann	

Recommendation:

Administration recommends the purchase of the above textbooks and resource materials (price includes estimated shipping costs for orders).

Account: Students Materials Revolving-Social Studies-High School, Middle School

Motion:

"I move the Board of Education approve the purchase and immediate implementation of the above recommended textbooks and resource materials (including estimated shipping costs) for the 2015-2016 school year in an amount not to exceed \$31,853."

To: Board of Education

From: Jerri Kemble, assistant superintendent, educational programs & technology, ext. 2755
Jennifer Stones, supervisor, technology, ext. 2201
Julie Boyle, director, communications, ext. 1662

Re: Renewal of Web Hosting Services

Date: June 26, 2015

Background:

Last year, the district purchased new web hosting services from SchoolWires Centricity2 to support the Board of Education Goal 4: *Use technology to expand communication and enhance learning opportunities* including action steps: *1. Incorporate various tools to improve communication with all stakeholder groups, and 4. Create a communications advisory committee to investigate cutting-edge methods/tools for sharing information, including the district webpage, social media and calendar.* The district transitioned to the new website in July 2014.

Rationale:

After transitioning to the new website, the response has been positive and it requires very little maintenance. The web hosting services contract with SchoolWires Centricity 2 is now up for renewal.

Recommendation:

The administration recommends board approval for the renewal of the SchoolWires Centricity2 Essential Web Hosting Service contract at an annual renewal cost of \$29,325 to be paid out of Administrative Technology Budget.

Motion:

"I move the Board of Education approve the renewal of the SchoolWires Centricity2 Essential Web Hosting Service annual contract at a total cost of \$29,325."



Blackboard Inc
650 Massachusetts Avenue N.W.
6th Floor
Washington, DC 20001-3796
United States

Bill To

Lawrence Public Schools KS
110 McDonald Dr.
Lawrence KS 66044
United States

Please Remit**Checks:**

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ABA # 121140399
For Credit To: Blackboard
Account # 3300605682
Swift Code SVBKUS6S

INVOICE

Invoice Date: Jun 30, 2015
Invoice Number: 1193825
Customer No: 145440
Customer PO:
Payment Terms: Net 30
Due Date: Jul 30, 2015

Billing Questions

Phone: 1 202.463.4860
Email: Billing@blackboard.com

Tax ID:

FEIN (USA): 52-2081178
GST (CANADA): 86533 4619 RT0001;BC PST10163504

Quantity	UOM	Product Code	Description	Net Amount
23.00	EA	SCH-C2E	SCHOOLWIRES CENTRICITY2 ESSEN Jul 01, 2015 - Jun 30, 2016	29,325.00

Subtotal: USD 29,325.00

Amount Due: USD 29,325.00

Blackboard Inc. is invoicing on behalf of Schoolwires, Inc., however your services and support provided by Schoolwires remain unchanged. Please also note the updated remittance information.

Please indicate your institution name and invoice number(s) on remittance to ensure proper application of payment.

Failure to comply with this request may result in returned payment.

For a copy of the Blackboard Inc W-9 form, please go to: <https://secure.blackboard.com/legal/BBInc/W9/>

To: Board of Education

From: Rick Doll, superintendent

Re: Board Committee & Building Appointments

Date: June 26, 2015

Background:

Each year, the Board of Education president appoints members of the board to various committees. In addition, board members are asked to serve as building liaisons to the schools within the district. This process assists in building strong communication ties between the schools, the district and community entities. It is an important part of the board's engagement goal.

The board president will report on the appointment process and information will be provided including a summary of each committee and traditional meeting dates and times. Toward the beginning of the school year, board members will be given the opportunity to choose their committee and building preferences and a final determination will be made by the president.