



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



BOARD OF EDUCATION AGENDA

January 26, 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 6 p.m.

Motion for Executive Session – 6 p.m. – *To discuss personnel matters of non-elected personnel*

Call to Order Regular Meeting – 7 p.m.

Approval of Agenda

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 of Education adopt the items listed on the Consent Agenda.”

Minutes*

January 12, 2015 executive session, regular meeting

Financial Reports*

- School Activity Funds
- Budget to Actual
- Cash Summary

Personnel Report*

Monthly Vouchers*

Approvals*

- Board Policy Committee Recommendations – Final Action
- BusinessPlus Maintenance Renewal
- Agreement for Technology Infrastructure Design Services
- Subrecipient Agreement for Chronic Disease Risk Reduction Supplemental Grant

Report of President of Board of Education

Report of Superintendent of Schools

Board Commentary

Reports

USD 497 Graduation Rate: Additional Data

- Terry McEwen, director, assessment, research & instructional resources

USD 497 Food Services

- Paula Murrish, director, food services & purchasing
- Lindsey Morgan, supervisor & registered dietitian

Old Business

New Business

Approval of Agreement with University of Kansas for Concurrent Credit

- Patrick Kelly, director, career & technical education

Proposed Location for Boys & Girls Club Teen Center

- Rick Doll, superintendent
- Colby Wilson, executive director, Boys & Girls Club of Lawrence

Adjournment

Future Agenda Items

Report: AP Capstone

Report: Capital Improvement Plan

Announcements

February 3 Board Lunch @ Sunset Hill
February 9 Regular Board Meeting, ESDC
February 10 Board Lunch @ LHS (w/LFSHS)

11:30 a.m.
7 p.m.
12 Noon

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION
OF DISTRICT 497, HELD IN THE LAWRENCE PUBLIC SCHOOLS
INTERACTIVE TECHNOLOGY CENTER,
EDUCATIONAL SUPPORT AND DISTRIBUTION CENTER,
110 McDONALD DRIVE, IN THE CITY OF LAWRENCE**

January 12, 2015

MOTION FOR EXECUTIVE SESSION

At 6 p.m., Board President Shannon Kimball called to order a meeting of the Board of Education for the purpose of entering executive session. Marcel Harmon made a motion, seconded by Bob Byers, to recess to executive session *to discuss negotiations in order to protect the public interest in negotiating a fair and equitable contract*, with Dr. Rick Doll, superintendent; Kyle Hayden, assistant superintendent, board chief negotiator; Dr. Angelique Kobler, assistant superintendent, teaching and learning; Jerri Kemble, assistant superintendent, educational programs and technology; David Cunningham, director, human resources and legal services; Dr. Anna Stubblefield, director, human resources; Kathy Johnson, director, finance; Dr. Matt Brungardt, principal, Lawrence High School, negotiations team member; and David Williams, principal, Prairie Park Elementary School, negotiations team member; invited to be present, and with the board to return to open session in this room at 6:50 p.m.

At 6:47 p.m., the board returned to open session where Board President Kimball declared a break until the start of the regular meeting.

CALL TO ORDER REGULAR MEETING

At 7 p.m., Board President Shannon Kimball called to order the regular meeting of the Board of Education.

APPROVAL OF AGENDA

Upon a motion by Vanessa Sanburn, seconded by Bob Byers, the board voted, in a unanimous voice vote, to approve the agenda as published.

ROLL CALL

Board Members Present

Shannon Kimball, president
Vanessa Sanburn, vice president
Kris Adair
Bob Byers
Marcel Harmon
Rick Ingram

Board Member Absent

Randy Masten

SAT Members Present

Rick Doll, superintendent
Kyle Hayden, assistant superintendent,
business & operations
Angelique Kobler, assistant superintendent,
teaching & learning
Jerri Kemble, assistant superintendent,
educational programs & technology
Julie Boyle, director, communications
Janice Dunn, clerk

Others Present (Including Administration and Staff)

Charlotte Anderson	Charlie Bryan	David Crawford	David Cunningham
Kevin Harrell	Elliot Hughes	Denise L. Johnson	Kathy Johnson
Jessica Larsen	Ron May	Vince Romero	Stan Roth
Anna Stubblefield	Chris Tilden		

RECOGNITION OF AUDIENCE

President Kimball asked for public comment on any item not included on the agenda. There was none.

APPROVAL OF CONSENT AGENDA

Following a motion by Kris Adair, seconded by Vanessa Sanburn, the board voted, in a 6-0 roll call vote, to adopt the items listed on the consent agenda.

The consent agenda included the following:

- The minutes of the December 8, 2014 regular meeting
- The financial reports including school activity funds
- The January 12, 2015 personnel report
- The monthly vouchers in the following account totals:

<u>Fund</u>	<u>Amount</u>
General	\$ 783,319.60
Local Option Budget	359,778.31
Food Service	254,351.91
Vocational Education	462.18
Special Education	631,939.41
Capital Outlay	744,846.06
Special Assessments	83,951.71
Summer School	781.51
Adult Basic Education	2,980.56
Virtual School	134,840.57
Professional Development	38,476.24
Bilingual Fund	1,007.37
Parents As Teachers	881.07
Student Materials Revolve	21,698.50
At Risk (K-12)	238.45
2005 Bond Fund	427.20
2013 Bonds	2,920,879.56
Payroll Fund	3,009,662.65
Title I 2015	2,589.48
Title I C/O 2015	7,128.90
Title In Ed 2015	261.96
Johnson O'Malley In Ed 2014	3,545.54
Title IIA 2015	1,490.60
Carl Perkins 2014	1,129.12
Carl Perkins 2015	206.89
Title III-ESL 2014	5,674.30
Spectra-Medicaid	5,957.20
Title VIB 2015	3,940.70
KS Md School ASP 2015	1,638.00
Deaf/Blind State Aid 2015	2,921.80
Loc/Don/Gra	3,546.32
TOTAL	<u>\$9,030,553.67</u>

Approval of Consent Agenda (Continued)

- Approvals of the following:
 - Board Policy Committee Recommendations
 - Addendum to Track & Tennis Court Projects – Liberty Memorial Central
 - Purchase of Copy Paper for 2014-2015 School Year
 - New Equity Council Members
 - Renewal of JAMF Software Maintenance & Support
 - Renewal of Registration Gateway Online Enrollment Software License
 - Agreement for CI3T Processes at Secondary Buildings

On behalf of the Board of Education, Vice President Vanessa Sanburn acknowledged and expressed sincere appreciation to the following:

...*Valeita J. Williams* for her 29 years of service and devotion to this community and its schools upon her retirement effective May 22, 2015.

...*Sharon J. Wright* for her 20 years of service and devotion to this community and its schools upon her retirement effective May 22, 2015.

REPORT OF BOARD PRESIDENT SHANNON KIMBALL

Board President Shannon Kimball reported that she presented last Thursday the district's Legislative Priorities to the Douglas County legislative team at the Chamber's Legislative Priorities Breakfast. She stated that the delegation was very receptive of the priorities, which was good news. She also stated that the bad news is that the legislators said the outlook for this upcoming session is "doom and gloom." Ms. Kimball said it was a sobering morning in that regard. She also stated that the team welcomes input from the board and the community on issues related to schools. Ms. Kimball acknowledged the presence at the breakfast of Boog Highberger, newly-elected house representative.

REPORT OF SUPERINTENDENT RICK DOLL

- Superintendent Rick Doll reported that he followed up with the Douglas County legislators last Thursday evening, saying he spent 20-25 minutes on the specifics of the district's requests. He said he emphasized that the most critical piece is restoration of counting Lawrence Virtual School students in the Local Option Budget. He told the delegation that he will provide additional information as he is able so they can try to convince their fellow legislators to agree.
- Superintendent Doll stated that ballots should have arrived in the mailboxes of registered voters throughout the district after being mailed by the Douglas County Clerk's Office last Wednesday. He said if someone thinks they should have received one and did not, they should contact the County Clerk's Office. Dr. Doll recalled that this is an election seeking public approval to maintain the district's current level of local school funding through the board's 33% Local Option Budget authority. He encouraged all voters to "mark it, sign it and mail it back."
- Dr. Doll reported that January is School Board Recognition Month. He thanked each board member for volunteering to serve, guiding the district's work on its Excellence, Equity and Engagement goals, and making the tough decisions that help shape the future of the education system. He stated that being a board member is not an easy task and said that Lawrence is fortunate to have such competent, caring and dedicated volunteers willing to take on these leadership roles.
- He reported that there will be school board elections in April, noting that there are four four-year terms and one two-year term to be filled. He also noted that the deadline to file is January 27.

Report of Superintendent Doll (Continued)

- He extended congratulations to South Middle School teacher Laura Hochman who was recently selected for recognition as a Kansas Horizon Award winner.
- Dr. Doll also congratulated the Lawrence High School debate team as it moves on to state championship competition this week, and Lawrence High's Stefan Petrovic, one of two students in Kansas selected for the 53rd annual United States Senate Youth Program in March in Washington, D.C.
- Dr. Doll invited the public to attend the district's first annual Martin Luther King Jr. Awards and Community Celebration at 6:30 p.m. on Thursday, January 22, in the Lawrence High auditorium. He noted that students, teachers, staff, and community members and organizations will be honored for furthering Dr. King's ideals. In addition, several community groups will perform during the event.
- He announced that the schools and district office will be closed on January 19 for the Martin Luther King Holiday.
- Superintendent Doll asked each board member to complete his annual evaluation form and return it to the board clerk by the end of the day on Wednesday, January 21.

BOARD COMMENTARY

There was no board commentary.

REPORTS

Update: Safe Routes to School Planning

Ron May, director, administrative services, introduced Chris Tilden, community health director, and Charlie Bryan, community health planner, both from the Lawrence-Douglas County Health Department.

Chris Tilden expressed appreciation for the school district's support and collaboration in the Safe Routes to School planning. He highlighted funding that is currently available and options for future funding which included the Kansas Department of Transportation and the Kansas Department of Health and Environment. Mr. Tilden also acknowledged the schools within USD 497, saying the principals' responses to this initiative have been exceptional.

Charlie Bryan presented data from two different surveys—a travel tally completed by students in regard to how they get to school and a parent survey about their children walking and biking to school. Mr. Bryan reported that 371 classrooms administered the student survey, and results showed that 13-14% (in line with the national average) of students walk or bike to school, with New York Elementary having the highest number of walkers/bikers and Deerfield Elementary having the lowest number. The parent survey was completed by 1,620 and there were 522 open-ended comments. The biggest concerns from parents in regard to their children walking or biking to school are safety, the amount of traffic along the route and the speed of traffic along the route. When asked if parents think their children's schools encourage walking and biking, Woodlawn Elementary had the highest percentage of encouragement and Deerfield Elementary had the lowest.

Report: Safe Routes to School Planning (Continued)

Mr. Bryan reported that the next steps include a community meeting on Wednesday, January 14, from 3:30-5 p.m. at West Middle School. He stated that there will be representation from each of the schools and the community is invited to attend. During this time, the data will be more thoroughly viewed and different elements of the Safe Routes to School plan will be discussed.

Update: USD 497 Budget & Enrollment

Kyle Hayden, assistant superintendent, business and operations, presented historical information in regard to the enrollment count for USD 497 beginning with the 2009-2010 school year through the September 20, 2014 unofficial count for the 2014-2015 school year. He reported that the numbers show an enrollment **decrease** of 141 students from the 2013-2014 school year. Also displayed were enrollment numbers by school and grade, along with information relating to class size and staffing in the elementary schools.

Kathy Johnson, director, finance, reported on the conversion of the data shared by Mr. Hayden that determines the budget for general and supplemental general funds from which the district operates. She reported that, currently, the district is operating with a **deficit** of \$3,199,377; however this will be adjusted in June, 2015 following the final enrollment audit by the Kansas State Department of Education and the posting of all fiscal year expenditures.

OLD BUSINESS

There were no items of old business.

NEW BUSINESS

There were no items of new business.

ADJOURNMENT

At 7:49 p.m., a motion was made by Rick Ingram, seconded by Bob Byers, to adjourn the regular meeting of the Board of Education. The motion passed by a unanimous voice vote.

Janice E. Dunn
Clerk, Board of Education

The
School Activity Fund,
Budget to Actual,
Cash Summary

Financial Reports
can be accessed
online at

www.usd497.org

School Board, Agenda
January 26, 2015

PERSONNEL RECOMMENDATIONS

CERTIFIED PERSONNEL

NEW ASSIGNMENT

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
WILLIAMS, MICHAEL W	01/15/2015	LFSHS	1.0000	TEACHER SECONDARY

CLASSIFIED SALARIED

CHANGE POSITION

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
FOWLER II, RONALD D	02/01/2015	ESDC	1.0000	SENIOR NETWORK ANALYST
FOWLER, SHERRIDYN R	02/01/2015	ESDC	1.0000	APPLICATION SUP SPECIALIST T&L
MERRITT, JEROD S	02/01/2015	ESDC	1.0000	NETWORK ANALYST

RETIRED

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
FULLERTON, MARILYNN J	02/27/2015	ESDC	1.0000	ACCOUNTANT BUSINESS OFFICE

The administration recommends that Marilyn Fullerton's request for retirement be approved by the Board of Education with sincere appreciation for her 12 years of service and devotion to this community and its schools.

CLASSIFIED PERSONNEL (12 MONTHS)

NEW ASSIGNMENT

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
JACQUES, SHERRY GAIL	01/12/2015	LHS	1.0000	CUSTODIAN
JONES, SHANNON DAWN	01/12/2015	LHS	1.0000	CUSTODIAN

CHANGE POSITION

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
AMON, ANGELA M	01/25/2015	CENTENNIAL	0.9000	SPECIALIST ADULT EDUCATION
HAMILTON SLATE, JOHNATHON TYRO	01/25/2015	CENTENNIAL	0.4125	SPECIALIST ADULT EDUCATION
HARROD, NORMA	01/25/2015	CENTENNIAL	0.6250	SPECIALIST ADULT EDUCATION
MILLER, LAWRENCE J	01/25/2015	CENTENNIAL	0.4125	SPECIALIST ADULT EDUCATION
PICKENS, ALYSON	01/25/2015	CENTENNIAL	0.4125	SPECIALIST ADULT EDUCATION

RESIGNED

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
HANKS, JOHNNY L	01/09/2015	ESDC	1.0000	SUPPORT TECHNICIAN

TERMINATED

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
BARNES, LARRY	12/18/2014	KENNEDY	1.0000	CUSTODIAN

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>
* CATRON, BRITTANY ELAINE	01/12/2015	PRAIRIE PARK	0.9375	PARA INTERRELATED RESOURCE RM
* FOSTER, KARI ANN	01/07/2015	QUAIL RUN	1.0000	PARA SPED AUTISM
* GOLDER, HEATHER DAWN	01/20/2015	PRAIRIE PARK	1.0000	PARA EMOTIONALLY DISTURBED
* JOHNSTONE, MARK ANTHONY	01/07/2015	SWMS	1.0000	PARA SPED AUTISM
* LEWIS, KARA ROSE	01/20/2015	QUAIL RUN	1.0000	PARA SPED AUTISM
MUSTAIN JR, RONALD DEAN	01/12/2015	LANGSTON HUGHES	0.2187	NON INSTRUCTIONAL MONITOR
* MUSTAIN JR, RONALD DEAN	01/12/2015	LANGSTON HUGHES	0.6500	PARA INTERRELATED RESOURCE RM

CHANGE POSITION

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
ANDERSON, MICHAEL ALLEN	01/20/2015	LHS	1.0000	SECURITY OFFICER
HOFFHINES, NORENE B	01/21/2015	NEW YORK	0.9375	PARA TITLE I
* SYMEON HENRY, SOTIRA MARGARET	01/20/2015	LFSHS	0.9375	PARA MULTIPLE DISBILITIES

TERMINATED

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
ANDERSON, LAURA LYNN	01/08/2015	SCHWEGLER	0.8750	FOOD SERVICE ASSISTANT II
TOTTEN, JENNIFER LYNN	01/09/2015	LHS	0.9375	FOOD SERVICE ASSISTANT II

NON-CONTRACTED PERSONNEL**NEW ASSIGNMENT**

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
DRAPER, SHANNON K	01/26/2015	LHS	1.0000	NC AFTER SCHL COORDINATOR
FARLEY, GREGORY J	01/26/2015	LHS	1.0000	NC AFTER SCHL COORDINATOR
GUY, NANCY S	01/15/2015	DISTRICT WIDE	1.0000	SUB ADULT BASIC EDUCATION
HAMILTON SLATE, JOHNATHON TYRO	01/05/2015	DISTRICT WIDE	1.0000	NC ADULT BASIC EDUCATION
HOOD, JACKIE R	01/26/2015	LHS	1.0000	NC AFTER SCHL COORDINATOR
KELLY, WILLIAM L	01/26/2015	LHS	1.0000	NC AFTER SCHL COORDINATOR
VERVYNCK, CHASE ROBERT	01/26/2015	LHS	1.0000	NC AFTER SCHL PROGRAM TUTOR

CHANGE POSITION

<u>Personnel</u>	<u>Effective</u>	<u>Location</u>	<u>FTE</u>	<u>Position</u>
MURRISH, BRADY ALLEN	01/11/2015	ESDC	1.0000	SUB SUPPORT TECHNICIAN

* = Special Education Budget

LAWRENCE PUBLIC SCHOOLS
FUND ID SUMMARY AND CHECK REGISTER
Checks Dated: 01/13/2015 - 01/26/2015

Fund	Fund Description	Amount
001	GENERAL	407,015.89
002	LOCAL OPTION BUDGET	1,042,780.50
003	FOOD SERVICE	101,477.57
004	VOCATIONAL EDUCATION	3,831.79
005	SPECIAL EDUCATION	79,308.41
009	CAPITAL OUTLAY	151,117.57
013	SUMMER SCHOOL	1,673.66
015	ADULT BASIC EDUCATION	109.80
018	VIRTUAL SCHOOL	141,949.74
020	PROFESSIONAL DEVELP	11,047.00
024	STUDENTS MATLS REVOLVE	9,713.54
031	CONTINGENCY RESERVE	16,118.00
035	2013 BONDS	1,150,633.60
095	PAYROLL FUND	173,453.16
200 15	TITLE I 2015	22.80
201 15	TITLE I C/O 2015	3,896.00
203 15	TITLE IN ED 2015	127.42
204 14	JOHNSON O'MALLEY INED 2014	99.53
213 14	TITLE III-ESL 2014	19.78
275	SPECTRA-MEDICAID	9,679.68
800	LOC/DON/GRA	13,328.90
GRAND TOTAL		3,317,404.34

LAWRENCE PUBLIC SCHOOLS
FUND ID SUMMARY AND CHECK REGISTER
Checks Dated: 01/13/2015 - 01/26/2015

Check #	Vendor #	Vendor Name	Check Date	Amount
0000002607	V0005871	MOODY'S INVESTORS SERVICE	01/15/2015	25,000.00
0000002608	V0002817	OFFICE DEPOT INC	01/15/2015	2,929.69
0000002609	000010224	ALLISON-BURBANK, JOSHUA D	01/26/2015	17.64
0000002610	000007518	ATTOCKNIE, JENNIFER L	01/26/2015	99.53
0000002611	000002266	BATES, JANET	01/26/2015	300.78
0000002612	000002287	BLOOM, PAUL	01/26/2015	47.66
0000002613	000002333	CARLSON, ANITA	01/26/2015	27.66
0000002614	V0004520	CDW GOVERNMENT INC	01/26/2015	585.35
0000002615	000002373	COX, JOHANNAH H	01/26/2015	32.70
0000002616	000005944	DEBOARD, LYSETTE A	01/26/2015	53.31
0000002617	000009903	DEVIN, SAMRIE LYNN	01/26/2015	1,168.20
0000002618	000008245	DOLL, RICHARD D	01/26/2015	244.27
0000002619	000008238	FINCH, JEAN M	01/26/2015	30.58
0000002620	000002452	FLAKUS, SHARI A	01/26/2015	247.00
0000002621	000002453	FLANNERY, PAULA	01/26/2015	111.61
0000002622	000004865	FOX, JENNIFER J	01/26/2015	54.71
0000002623	000009506	GARNER, DEBORAH A	01/26/2015	44.30
0000002624	000008714	GRAVES, LISA MICHELLE	01/26/2015	125.33
0000002625	000004525	HAYDON, RACHEL	01/26/2015	70.06
0000002626	000003906	LATARE, BRENDY J	01/26/2015	71.46
0000002627	V0003968	LAWRENCE HIGH SCHOOL	01/26/2015	3,000.00
0000002628	000007571	LISHER, JAYME L	01/26/2015	293.78
0000002629	000009927	MARTIN, ERIN LEIGH	01/26/2015	38.86
0000002630	000001937	MEUFFEL, PAULA J	01/26/2015	45.36
0000002631	000007623	MOORE, DANICA M	01/26/2015	70.50
0000002632	000002052	NAYLOR, ANNA C	01/26/2015	153.44
0000002633	000009636	NUESSEN, DARALD F	01/26/2015	42.00
0000002634	V0002817	OFFICE DEPOT INC	01/26/2015	109.80
0000002635	V0005756	PACIFIC EDUCATIONAL GROUP INC	01/26/2015	10,800.00
0000002636	000002798	POPE, MARIA S	01/26/2015	62.95
0000002637	V0002741	PUR-O-ZONE INC	01/26/2015	14,819.81
0000002638	000009850	RUBIN, REGINA K	01/26/2015	111.44
0000002639	000009517	SCHINNERER, ANDREW L	01/26/2015	22.57
0000002640	000009109	SMITH, MELISSA ANNGRYGIEL	01/26/2015	126.90
0000002641	V0011468	SPECTRUM PAINT NORTH LLC DBA S	01/26/2015	443.91
0000002642	000002114	STOLL, STEPHEN B	01/26/2015	211.34
0000002643	000009406	TREEMANEEKARN, PORNTIDA	01/26/2015	12.65
0000002644	000002988	WARD, KAREN	01/26/2015	19.78
0000002645	000003040	WULF WALTER, DEBRA	01/26/2015	20.44
0000004391	V0007022	CHILD SUPPORT ENFORCEMENT DIVI	01/13/2015	210.92
0000004392	V0004716	ECMC	01/13/2015	64.66
0000004393	V0004278	GRIFFIN, WILLIAM H	01/13/2015	613.85
0000004394	V0004951	HEALTH CARE SERVICES/RESERVE F	01/13/2015	167,144.22

LAWRENCE PUBLIC SCHOOLS
FUND ID SUMMARY AND CHECK REGISTER
Checks Dated: 01/13/2015 - 01/26/2015

Check #	Vendor #	Vendor Name	Check Date	Amount
0000004395	V0011967	ILLINOIS STUDENT ASSISTANCE CO	01/13/2015	40.89
0000004396	V0006542	KANSAS PAYMENT CENTER	01/13/2015	309.46
0000004397	V0007020	LINEBARGER GOGGAN BAIR & SAMPS	01/13/2015	359.42
0000004398	V0006467	PENDLETON AND SUTTON	01/13/2015	10.10
0000004399	V0004562	UNITED STATES TREASURY	01/13/2015	50.00
0000004400	V0004846	US DEPARTMENT OF EDUCATION	01/13/2015	173.87
0000004401	V0011834	USA FUNDS	01/13/2015	69.43
0000004402	V0004862	WORKERS COMP RESERVE FUND	01/13/2015	2,659.26
0000004403	000009533	REILING, CHASE J	01/21/2015	578.35
0000004404	000010229	GROM, MATTHEW PHILIP	01/21/2015	652.17
0000004405	000008348	LEIKER, HILLARY A	01/21/2015	87.49
0000004406	000008858	SNYDER, CRYSTAL L	01/21/2015	50.13
0000004407	000010234	WHITEWOLF, CHRISTOPHER CHARLES	01/21/2015	363.64
0000004408	000010173	BARNES, LARRY	01/21/2015	15.30
0000049557	V0008303	SECURITY BENEFIT LIFE	01/13/2015	1,039,001.58
0000049558	V0005067	BLACK HILLS ENERGY	01/15/2015	5,811.70
0000049559	V0012260	CASE, JODI	01/15/2015	1,185.35
0000049560	V0012259	CASE, KEVIN	01/15/2015	2,133.28
0000049561	V0004556	CITY OF LAWRENCE KANSAS	01/15/2015	6,497.98
0000049562	V0003606	DILLONS CUSTOMER CHARGES	01/15/2015	31.91
0000049563	V0004148	HOME DEPOT CREDIT SERVICES	01/15/2015	165.79
0000049564	V0004459	HY-VEE INC	01/15/2015	175.93
0000049565	V0004888	KANSAS BUREAU OF INVESTIGATION	01/15/2015	550.00
0000049566	V0002770	KANSAS TURNPIKE AUTHORITY	01/15/2015	298.03
0000049567	V0006936	LOUNSBURY, CAROL	01/15/2015	164.64
0000049568	V0004527	NATIONAL BUSINESS FURNITURE	01/15/2015	121.60
0000049569	V0004346	PHILLIPS 66-CONOCO-76	01/15/2015	4,049.78
0000049570	V0003585	RUESCHOFF CORPORATION	01/15/2015	132.21
0000049571	VOID.CONTINU	VOID - CONTINUED STUB	01/15/2015	-
0000049572	V0003585	RUESCHOFF CORPORATION	01/15/2015	2,410.80
0000049573	V0003586	RURAL WATER DIST NO5 DOUGLAS C	01/15/2015	36.65
0000049574	V0003751	SPRINT SPECTRUM LP	01/15/2015	639.46
0000049575	V0003471	STATE OF KANSAS	01/15/2015	25.00
0000049576	V0007158	SUNFLOWER PAVING INC	01/15/2015	6,578.00
0000049577	V0004047	TARGET STORES	01/15/2015	151.45
0000049578	V0004166	WALMART	01/15/2015	438.45
0000049579	VOID.CONTINU	VOID - CONTINUED STUB	01/15/2015	-
0000049580	V0004617	WESTAR ENERGY	01/15/2015	136,357.95
0000049581	V0010351	WOW! INTERNET CABLE & PHONE	01/15/2015	151.91
0000049582	V0004186	ACT INC	01/26/2015	550.00
0000049583	V0004238	ADVANCE AUTO PARTS	01/26/2015	7.19
0000049584	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-
0000049585	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-

LAWRENCE PUBLIC SCHOOLS
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Check #	Vendor #	Vendor Name	Check Date	Amount
0000049586	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-
0000049587	V0004241	ALEXANDER OPEN SYSTEMS INC	01/26/2015	45,600.00
0000049588	V0003845	ALPHA OMEGA GEOTECH INC	01/26/2015	430.00
0000049589	V0006460	AMBUTECH INC	01/26/2015	70.55
0000049590	V0003435	AMERICAN TIME & SIGNAL	01/26/2015	1,013.67
0000049591	V0003225	AMERIPRIDE SERVICES INC DBA AM	01/26/2015	185.12
0000049592	V0004977	ANDERSON RENTALS INC	01/26/2015	167.00
0000049593	V0007031	AQUA PRODUCTS K.C.	01/26/2015	362.25
0000049594	V0007699	ARROW STAGE LINES	01/26/2015	2,576.00
0000049595	V0003758	B A GREEN CONSTRUCTION CO INC	01/26/2015	151,430.00
0000049596	V0002943	B&H FOTO & ELECTRONICS CORP DB	01/26/2015	496.95
0000049597	V0003831	B&R INSULATION INC	01/26/2015	7,000.00
0000049598	V0011190	BATTERIES + BULBS	01/26/2015	1,779.84
0000049599	V0003414	BAUDVILLE DBA IDVILLE	01/26/2015	830.50
0000049600	V0003813	BG CONSULTANTS INC	01/26/2015	27,565.33
0000049601	V0005067	BLACK HILLS ENERGY	01/26/2015	4,805.42
0000049602	V0004430	BLICK ART MATERIALS	01/26/2015	422.79
0000049603	V0007768	BOLCHAZY-CARDUCCI PUBLISHERS I	01/26/2015	860.97
0000049604	V0003369	BOUND TO STAY BOUND BOOKS INC	01/26/2015	148.35
0000049605	V0011950	BOUSHEE, JUANITA	01/26/2015	34.72
0000049606	V0003972	BRACKER'S GOOD EARTH CLAYS INC	01/26/2015	987.22
0000049607	V0005900	BUCKINGHAM PALACE INC DBA BPI	01/26/2015	445.00
0000049608	V0003608	BUDGET TRUCK RENTAL	01/26/2015	126.66
0000049609	V0008784	CALDERWOOD, JENNIFER	01/26/2015	64.00
0000049610	V0005632	CAPSTONE	01/26/2015	500.00
0000049611	V0004491	CAROLINA BIOLOGICAL SUPPLY COM	01/26/2015	1,420.44
0000049612	V0002917	CARQUEST AUTO PARTS STORES	01/26/2015	693.23
0000049613	V0004539	CHARLES D JONES & CO INC	01/26/2015	2,718.06
0000049614	V0003842	CHECKER'S	01/26/2015	470.68
0000049615	V0012263	CHO, DEUK-HWAN	01/26/2015	53.20
0000049616	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-
0000049617	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-
0000049618	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-
0000049619	V0002883	CINTAS CORPORATION	01/26/2015	298.25
0000049620	V0004556	CITY OF LAWRENCE KANSAS	01/26/2015	1,089.45
0000049621	V0004556	CITY OF LAWRENCE KANSAS	01/26/2015	1,543.46
0000049622	V0004556	CITY OF LAWRENCE KANSAS	01/26/2015	380.00
0000049623	V0011884	COLEMAN AMERICAN MOVING SERVIC	01/26/2015	6,155.25
0000049624	V0004610	COMMUNITY LIVING OPPORTUNITIES	01/26/2015	4,850.00
0000049625	V0005179	COMMUNITY MERCANTILE INC	01/26/2015	418.00
0000049626	V0010613	COMPUCLAIM INC	01/26/2015	750.00
0000049627	V0004639	CONSTELLATION NEWENERGY GAS DI	01/26/2015	19,291.56
0000049628	V0003919	COTTIN'S HARDWARE & RENTAL	01/26/2015	282.67

LAWRENCE PUBLIC SCHOOLS
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Check #	Vendor #	Vendor Name	Check Date	Amount
0000049629	V0007064	COUNTRY CARPET INC	01/26/2015	3,422.10
0000049630	V0009141	CRAIG RESOURCE INC DBA CRAIG H	01/26/2015	1,222.02
0000049631	V0012097	CREATIONS AND ALTERATIONS BY M	01/26/2015	65.00
0000049632	V0005773	D H PACE COMPANY INC DBA OVERH	01/26/2015	156.00
0000049633	V0003812	D&D TIRE INC	01/26/2015	316.50
0000049634	V0003607	DELL MARKETING LP	01/26/2015	509.94
0000049635	V0004107	DELTA EDUCATION LLC	01/26/2015	311.36
0000049636	V0003606	DILLONS CUSTOMER CHARGES	01/26/2015	170.34
0000049637	V0012102	DYNAMAX INC	01/26/2015	1,673.66
0000049638	V0003851	ELECTROLIFE BATTERY INC DBA LA	01/26/2015	1,325.99
0000049639	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-
0000049640	V0009708	EXPRESS EMPLOYMENT PROFESSIONA	01/26/2015	19,018.29
0000049641	V0004829	FASTENAL COMPANY	01/26/2015	21.54
0000049642	V0004831	FERGUSON ENTERPRISES INC #215	01/26/2015	1,428.32
0000049643	V0004833	FLEETWOOD MOWER AND RENTAL	01/26/2015	54.43
0000049644	V0011387	FOLLETT SCHOOL SOLUTIONS INC	01/26/2015	2,351.36
0000049645	V0004866	FOOD SERVICE	01/26/2015	32.00
0000049646	V0003134	FREEDOM SCIENTIFIC	01/26/2015	400.00
0000049647	V0011403	FUELEDUCATION	01/26/2015	137,583.50
0000049648	V0010438	FULL BRIGHT SIGN & LIGHTING	01/26/2015	525.57
0000049649	V0003530	GAMETIME	01/26/2015	518.40
0000049650	V0004132	GRAINGER	01/26/2015	283.62
0000049651	V0009885	HEALTHY SOLUTIONS INC	01/26/2015	595.00
0000049652	V0004143	HEARTLAND FIRE & SAFETY EQUIPM	01/26/2015	246.75
0000049653	V0005714	HEINEMANN	01/26/2015	2,737.80
0000049654	V0006030	HERITAGE TRACTOR INC	01/26/2015	976.79
0000049655	V0011012	HILAND DAIRY FOODS COMPANY LLC	01/26/2015	2,304.26
0000049656	V0003356	HOLIDAY INN AT THE CAMPUS	01/26/2015	200.00
0000049657	V0004970	HOUGHTON MIFFLIN HARCOURT PUBL	01/26/2015	878.46
0000049658	V0007886	JAMF SOFTWARE	01/26/2015	4,800.00
0000049659	V0002858	JAYHAWK FILE EXPRESS LLC	01/26/2015	300.00
0000049660	V0002865	JAYHAWK TROPHY COMPANY INC	01/26/2015	22.40
0000049661	V0004173	KANSAS CITY AUDIO-VISUAL	01/26/2015	583.86
0000049662	V0004174	KANSAS CITY STAR	01/26/2015	170.00
0000049663	V0005204	KANSAS DEPARTMENT OF SOCIAL RE	01/26/2015	130.00
0000049664	V0005243	KANSAS DEPARTMENT OF HEALTH AN	01/26/2015	185.00
0000049665	V0002776	KC PRESORT	01/26/2015	4,194.35
0000049666	V0002768	KINETIC LEASING INC	01/26/2015	767.00
0000049667	V0009666	KLISE, CATHERINE A	01/26/2015	5,084.48
0000049668	V0008024	KNIPP EQUIPMENT INC	01/26/2015	3,167.00
0000049669	V0007114	KONE INC	01/26/2015	6,828.58
0000049670	V0007114	KONE INC	01/26/2015	2,769.45
0000049671	V0004588	LAIRD NOLLER	01/26/2015	31,840.00

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Check #	Vendor #	Vendor Name	Check Date	Amount
0000049672	V0004588	LAIRD NOLLER	01/26/2015	941.50
0000049673	V0004588	LAIRD NOLLER	01/26/2015	53.74
0000049674	V0002783	LAKESHORE LEARNING MATERIALS	01/26/2015	57.49
0000049675	V0005952	LAWRENCE ARTS CENTER INC	01/26/2015	450.00
0000049676	V0004670	LAWRENCE MEMORIAL HOSPITAL	01/26/2015	150.00
0000049677	V0012272	LEBLANC, AMBER	01/26/2015	550.00
0000049678	V0003229	LEVIN DBA LINDYSPRING SYSTEMS,	01/26/2015	54.06
0000049679	V0012277	LIFETOUCH NATIONAL SCHOOL STUD	01/26/2015	882.75
0000049680	V0004405	LILKEN LLP DBA HOLIDAY INN EXP	01/26/2015	90.10
0000049681	V0003238	MANPOWER	01/26/2015	2,658.01
0000049682	V0007272	MATHESON TRI-GAS INC DBA LINWE	01/26/2015	845.44
0000049683	V0011081	MATLOCK, JOHNNY CLAY	01/26/2015	600.00
0000049684	V0002859	MAYER-JOHNSON LLC	01/26/2015	8,419.20
0000049685	V0002864	MCELHANEY FENCE BUILDERS LLC	01/26/2015	54.00
0000049686	V0006515	MCMASTER CARR SUPPLY CO	01/26/2015	40.68
0000049687	V0008314	MOBILE LOCKSMITH	01/26/2015	72.29
0000049688	V0004776	MOLLY HAWKINS HOUSE	01/26/2015	791.47
0000049689	V0010916	MOMENTA P.A.	01/26/2015	11,557.56
0000049690	V0004495	NABHOLZ CONSTRUCTION CORPORATI	01/26/2015	967,919.44
0000049691	V0004527	NATIONAL BUSINESS FURNITURE	01/26/2015	2,131.65
0000049692	V0003869	NATIONAL COUNCIL OF TEACHERS O	01/26/2015	3,896.00
0000049693	V0003902	NCS PEARSON INC	01/26/2015	180.20
0000049694	V0006058	OAKTREE PRODUCTS INC	01/26/2015	194.15
0000049695	V0004199	ORIENTAL TRADING CO	01/26/2015	519.29
0000049696	V0002813	OVERLAND TOOL INC	01/26/2015	3,061.90
0000049697	V0003192	PATCHEN ELECTRICAL & INDUSTRIA	01/26/2015	2,510.72
0000049698	V0012264	PATRICK, PAM	01/26/2015	34.55
0000049699	V0007250	PEARSON EDUCATION INC	01/26/2015	58.05
0000049700	V0010850	PEARSONASSESSMENTS.COM	01/26/2015	9,065.60
0000049701	V0009117	PENCIL WHOLESALE COMPANY	01/26/2015	452.75
0000049702	V0002738	PET WORLD INC	01/26/2015	111.53
0000049703	V0004207	PETCO ANIMAL SUPPLIES INC	01/26/2015	44.97
0000049704	V0004732	PETTY CASH	01/26/2015	27.50
0000049705	V0004346	PHILLIPS 66-CONOCO-76	01/26/2015	65.83
0000049706	V0002739	PHOTOTRONIC	01/26/2015	124.50
0000049707	V0003715	PINE FAMILY FARMS	01/26/2015	60.00
0000049708	V0003725	PINS INC DBA ROYAL CREST LANES	01/26/2015	844.00
0000049709	V0003438	PITSCO INC DBA PITSCO EDUCATIO	01/26/2015	86.00
0000049710	V0002895	PLANK ROAD PUBLISHING INC	01/26/2015	82.97
0000049711	V0011444	POSITIVE ACTION INC	01/26/2015	14,000.00
0000049712	V0007941	POWELL, RICHARD OR TAMARA	01/26/2015	6.20
0000049713	V0004210	PRAXAIR	01/26/2015	188.35
0000049714	V0006913	PRICE'S INC DBA PRICE'S APPLIA	01/26/2015	10.00

LAWRENCE PUBLIC SCHOOLS
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Check #	Vendor #	Vendor Name	Check Date	Amount
0000049715	V0005170	PRO-ED INC	01/26/2015	175.73
0000049716	V0003577	PROFESSIONAL ENGINEERING CONSU	01/26/2015	3,300.00
0000049717	V0008189	PTM DOCUMENTS SYSTEMS	01/26/2015	522.42
0000049718	V0010524	R.A.M. SALES INC	01/26/2015	6.99
0000049719	V0004406	REEVES- WIEDEMAN CO	01/26/2015	232.04
0000049720	V0004424	REW MATERIALS	01/26/2015	913.23
0000049721	V0010825	RICOH USA INC	01/26/2015	9,352.44
0000049722	V0010825	RICOH USA INC	01/26/2015	23,335.00
0000049723	V0005562	SABATINI ARCHITECTS INC	01/26/2015	42,038.02
0000049724	V0012220	SAFECUTTERS	01/26/2015	27.49
0000049725	V0003135	SATELLITE SHELTERS	01/26/2015	2,340.00
0000049726	V0012258	SCHMIDT, KEENA	01/26/2015	25.00
0000049727	V0003958	SCHOLASTIC INC	01/26/2015	1,273.41
0000049728	V0003962	SCHOOL SPECIALTY INC	01/26/2015	2,010.25
0000049729	V0002720	SEARS COMMERCIAL ONE	01/26/2015	535.88
0000049730	V0003059	SHIFFLER EQUIPMENT SALES	01/26/2015	477.23
0000049731	V0003471	STATE OF KANSAS	01/26/2015	195.00
0000049732	V0003471	STATE OF KANSAS	01/26/2015	5,330.00
0000049733	V0004944	SUNGARD PUBLIC SECTOR INC	01/26/2015	46,446.59
0000049734	V0011123	SUPPLEMENTAL HEALTH CARE	01/26/2015	5,037.00
0000049735	V0004047	TARGET STORES	01/26/2015	113.76
0000049736	V0011576	THE OMNI GROUP	01/26/2015	137.00
0000049737	V0007277	THE UPS STORE 5941	01/26/2015	43.94
0000049738	V0010044	TINY-K EARLY INTERVENTION INC	01/26/2015	49,106.25
0000049739	V0009178	TWO SISTERS FARM LLC	01/26/2015	600.00
0000049740	V0005611	ULINE INC	01/26/2015	3,386.26
0000049741	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-
0000049742	VOID.CONTINU	VOID - CONTINUED STUB	01/26/2015	-
0000049743	V0003256	US FOODSERVICE-TOPEKA DIVISION	01/26/2015	92,335.15
0000049744	V0003604	USD 229 BLUE VALLEY	01/26/2015	650.00
0000049745	V0003604	USD 229 BLUE VALLEY	01/26/2015	40.00
0000049746	V0004325	USD 497 LAWRENCE PUBLIC SCHOOL	01/26/2015	2,064.23
0000049747	V0004135	VERNIER SOFTWARE TECHNOLOGY	01/26/2015	843.59
0000049748	V0004166	WALMART	01/26/2015	481.47
0000049749	V0002719	WESTERN EXTRALITE COMPANY	01/26/2015	587.97
0000049750	V0002723	WESTLAKE ACE HARDWARE	01/26/2015	1.50
0000049751	V0002723	WESTLAKE ACE HARDWARE	01/26/2015	696.22
0000049752	V0006658	WILLIE DBA BAND-AIDE INSTRUMEN	01/26/2015	16.25
0000049753	V0010351	WOW! INTERNET CABLE & PHONE	01/26/2015	1,389.71
0099002078	V0010991	EESYSOFT SOFTWARE INTE	01/26/2015	16,118.00
GRAND TOTAL				3,317,404.34

To: Board of Education

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

Re: Board Policy Committee Recommendations – Final Action

Date: January 22, 2015

Background:

The board's policy committee recommended the following policy to the board as part of the January 12, 2015 consent agenda. The committee has not received suggested modifications and thus the following policy is submitted for the board's adoption:

GAAF – Emergency Safety Interventions. The board adopted this policy on October 28, 2013 to comply with the new State Board of Education adopted regulations requiring districts to adopt a policy concerning emergency safety interventions applicable to all district students. Administration has developed all of the requisite reporting forms and procedures and staff are being trained in accordance with the regulations.

Since adopting this policy, the Kansas Department of Education has reviewed the policy and requested a correction; therefore, the attached revised policy is presented for the board's consideration.

Recommendation:

The Board Policy Committee recommends the adoption of the referenced policy.

Motion:

"I move the Board of Education adopt the referenced policy as amended effective as of January 26, 2015."

GAAF Emergency Safety Interventions

GAAF

The board of education is committed to limiting the use of Emergency Safety Interventions (“ESI”), such as seclusion and restraint, with all students. Seclusion and restraint shall be used only when a student’s conduct necessitates the use of an emergency safety intervention as defined below. The board of education encourages all employees to utilize other behavioral management tools, including prevention techniques, de-escalation techniques, and positive behavioral intervention strategies.

This policy shall be made available on the district website with links to the policy available on any individual school pages. In addition, this policy shall be included in at least one of the following: each school’s code of conduct, school safety plan, or student handbook.

Definitions (See K.A.R. 91-42-1)

“Emergency Safety Intervention” is the use of seclusion or physical restraint when a student presents an immediate danger to self or others. Violent action that is destructive of property may necessitate the use of an emergency safety intervention.

“Seclusion” requires all three of the following conditions to be met: (1) the student is placed in an enclosed area by school personnel; (2) the student is purposefully isolated from adults and peers; and (3) the student is prevented from leaving, or reasonably believes that the student will be prevented from leaving, the enclosed area.

“Chemical Restraint” means the use of medication to control a student’s violent physical behavior or restrict a student’s freedom of movement.

“Mechanical Restraint” means any device or object used to limit a student’s movement.

“Physical Restraint” means bodily force used to substantially limit a student’s movement.

“Physical Escort” means the temporary touching or holding the hand, wrist, arm, shoulder, or back of a student who is acting out for the purpose of inducing the student to walk to a safe location.

“Time-out” means a behavioral intervention in which a student is temporarily removed from a learning activity without being confined.

Prohibited Types of Restraint

All staff members are prohibited from engaging in the following actions with all students:

- Using face-down (prone) physical restraint;
- Using face-up (supine) physical restraint;
- Using physical restraint that obstructs the student’s airway;
- Using physical restraint that impacts a student’s primary mode of communication;
- Using chemical restraint, except as prescribed by a licensed healthcare professional for treatment of a medical or psychiatric condition; and
- Use of mechanical restraint, except:
 - Protective or stabilizing devices required by law or used in accordance with an order from a licensed healthcare professional;
 - Any device used by law enforcement officers to carry out law enforcement duties; or
 - Seatbelts and other safety equipment used to secure students during transportation.

Training

1 All staff members shall be trained regarding the use of positive behavioral
2 intervention strategies, de-escalation techniques, and prevention techniques. Such
3 training shall be consistent with nationally recognized training programs on the use of
4 emergency safety interventions. The intensity of the training provided will depend upon
5 the employee's position. Administrators, licensed staff members, and other staff
6 deemed most likely to need to restrain a student will be provided more intense training
7 than staff who do not work directly with students in the classroom. District and building
8 administration shall make the determination of the intensity of training required by each
9 position.

10 Each school building shall maintain documentation regarding the training that
11 was provided and a list of participants.

12 Notification and Documentation

13 The principal or designee shall provide written notification to the student's
14 parents any time that ESI is used with a student. Such notification must be provided
15 within two (2) school days.

16 In addition, each building shall maintain documentation any time ESI is used
17 with a student. Such documentation must include all of the following:

- 18 • Date and time of the intervention,
- 19 • Type of intervention,
- 20 • Length of time the intervention was used, and
- 21 • School personnel who participated in or supervised the intervention.

22 All such documentation shall be provided to the building principal, who shall be
23 responsible for providing copies of such documentation to the superintendent on at least
24 a biannual basis. At least once per school year, each building principal or designee

1 shall review the documentation of ESI incidents with appropriate staff members to
2 consider the appropriateness of the use of ESI in those instances.

3 Reporting Data

4 District administration shall report ESI data to the state department of education
5 as required.

6 Local Dispute Resolution Process

7 The board of education encourages parents to attempt to resolve issues relating
8 to the use of ESI informally with the building principal and/or the superintendent before
9 filing a formal complaint with the board. In the event that the complaint is resolved
10 informally, the administrator must provide a written report of the informal resolution
11 to the superintendent and the parents and retain a copy of the report at the school. The
12 superintendent will share the informal resolution with the board of education and
13 provide a copy to the state department of education.

14 If the issues are not resolved informally with the building principal and/or the
15 superintendent, the parents may submit a formal written complaint to the board of
16 education by providing a copy of the complaint to the clerk of the board and the
17 superintendent.

18 Upon receipt of a formal written complaint, the board president shall assign an
19 investigator to review the complaint and report findings to the board as a whole. Such
20 investigator may be a board member, a school administrator selected by the board, or a
21 board attorney. Such investigator shall be informed of the obligation to maintain
22 confidentiality of student records and shall report the findings and recommended action
23 to the board in executive session.

24 Any such investigation must be completed within thirty (30) days of receipt of
25 the formal written complaint by the board clerk and superintendent. On or before the

- 1 30th day after receipt of the written complaint, the board shall adopt a report containing
- 2 written findings of fact and, if necessary, appropriate corrective action. A copy of the
- 3 report adopted by the board shall be provided to the parents, the school, and the state
- 4 board of education.

Approved: October 28, 2013

Amended: January 26, 2015

To: Board of Education

From: Jerri Kemble, assistant superintendent, educational programs & technology, ext. 2755
Melinda Stanley, director, information technology, ext. 4442

Re: BusinessPlus Maintenance Renewal

Date: January 22, 2015

Background:

BusinessPlus is the district's administrative software solution for all financial and human resources services.

Rationale:

As with all large software packages, it is necessary to pay an annual maintenance fee in order to continue to receive product support and upgrades.

Recommendation:

Administration recommends renewal of the BusinessPlus maintenance services for the administrative modules used by the school district in the amount of \$46,446.59. Payment will be made from the district's general fund administrative technology budget.

Motion:

"I move the Board of Education approve payment of the 2015 annual BusinessPlus maintenance fee in the amount of \$46,446.59."

SUNGARD K-12 EDUCATION

3 West Broad Street
Suite 1
Bethlehem, PA 18018
t - 866-905-8989
f - 610-954-8378

REC'D JAN - 2 2015

Invoice

Company	Document No	Date	Page
PE	159667	01/Jan/2015	1 of 2
Sales Order: 62862			

Bill To: LAWRENCE PUBLIC SCHOOLS USD #497
110 MCDONALD DRIVE
LAWRENCE, KS 66044

Attn: ACCOUNTS PAYABLE

Ship To: LAWRENCE PUBLIC SCHOOLS USD #497
110 MCDONALD DRIVE
LAWRENCE, KS 66044

Attn: ACCOUNTS PAYABLE

Customer Grp/No.	Customer Name	Customer PO	Currency	Terms	Ext Inv.	Due Date
1 2708	LAWRENCE PUBLIC SCHOOLS USD #4		USD	NET30		31/Jan/2015
SKU Code/Description/Comments	Taxable	No. of Users	Units	Rate	Disc %	Extended Price
Renewal - IFACCOUNTS PAYABLE BusinessPLUS Accounts Payable with Bank Reconciliation (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	1,956.99	0.00	1,956.99
Renewal - IFAR CASH RECEIPTS BusinessPLUS Accounts Receivable/Cash Receipts (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	1,956.99	0.00	1,956.99
Renewal - IFBUDGETING BusinessPLUS Budgeting (includes Budget Item Detail) (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	1,742.05	0.00	1,742.05
Renewal - IFCDD BusinessPLUS Click, Drag, & Drill (Report Writer) (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	3,800.85	0.00	3,800.85
Renewal - IFDOCUMENTS ONLINE BusinessPLUS Documents Online (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	2,285.02	0.00	2,285.02
Renewal - IFEASY LASER FORMS BusinessPLUS Easy Laser Forms (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	814.47	0.00	814.47
Renewal - IFEMPLOYEE ONLINE BusinessPLUS Employee Online (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	2,285.02	0.00	2,285.02
Renewal - IFFIXED ASSETS BusinessPLUS Fixed Assets Inventory (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	2,756.34	0.00	2,756.34
Renewal - IFAS FORM DESIGNER BusinessPLUS Form Designer (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	2,127.89	0.00	2,127.89
Renewal - IFGENERAL LEDGER BusinessPLUS General Ledger/Nucleus (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	7,601.68	0.00	7,601.68
Renewal - IFHUMAN RESOURCES BusinessPLUS Human Resources (with Position Budgeting) (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	4,343.81	0.00	4,343.81
Renewal - IFJOB/PROJECT LEDGER BusinessPLUS Job/Project Ledger (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	2,171.92	0.00	2,171.92
Renewal - IFPAYROLL BusinessPLUS Payroll (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	4,343.81	0.00	4,343.81
Renewal - IFPURCHASING BusinessPLUS Purchasing (includes Punch Out) (formerly IFAS)	Yes	1	1	2,816.71	0.00	2,816.71

Page Total \$41,003.55

SUNGARD® K-12 EDUCATION

3 West Broad Street
Suite 1
Bethlehem, PA 18018
t - 866-905-8989
f - 610-954-8378

Invoice

Company	Document No	Date	Page
PE	159667	01/Jan/2015	2 of 2

Sales Order: 62862

Bill To: LAWRENCE PUBLIC SCHOOLS USD #497
110 MCDONALD DRIVE
LAWRENCE, KS 66044

Attn: ACCOUNTS PAYABLE

Ship To: LAWRENCE PUBLIC SCHOOLS USD #497
110 MCDONALD DRIVE
LAWRENCE, KS 66044

Attn: ACCOUNTS PAYABLE

Customer Grp/No.	Customer Name	Customer PO	Currency	Terms	Ext Inv.	Due Date
1 2708	LAWRENCE PUBLIC SCHOOLS USD #4		USD	NET30		31/Jan/2015

SKU Code/Description/Comments	Taxable	No. of Users	Units	Rate	Disc %	Extended Price
Maintenance Start: 01/Jan/2015, End: 31/Dec/2015						
Renewal - IFRECRUIT BusinessPLUS Recruitment (upgrade) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	1,687.46	0.00	1,687.46
Renewal - IFSTORES INVENTORY BusinessPLUS Stores Inventory (Warehouse) (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	2,443.40	0.00	2,443.40
Renewal - IFSUBTRACKER BusinessPLUS SubTracker (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	1,312.18	0.00	1,312.18
Renewal - IFWORK FLOW BusinessPLUS Work Flow (included) (formerly IFAS) Maintenance Start: 01/Jan/2015, End: 31/Dec/2015	Yes	1	1	0.00	0.00	0.00

Total for product group BUSINESSPLUS PRODUCTS: \$46,446.59**Page Total** \$5,443.04

Comments: IF YOU HAVE ANY QUESTIONS REGARDING
THIS INVOICE PLEASE CONTACT KEVIN MARQUEZ AT
610-849-7446 OR SEND E-MAIL TO
kevin.marquez@sungardps.com

Remittance Made Payable To:
SunGard Public Sector Inc.
2290 Collection Center Drive
Chicago, IL 60693

Subtotal	46,446.59
Sales Tax	0.00
Invoice Total	46,446.59
Payment Received	0.00
Balance if paid by 31/Jan/2015	46,446.59
Balance if not paid by 31/Jan/2015	46,446.59

To: Board of Education

From: Kyle Hayden, assistant superintendent, business & operations, ext. 4309
Dean Youngers, construction manager, bond projects, ext. 4584

Re: Agreement for Technology Infrastructure Design Services

Date: January 22, 2015

Background:

At its October 28, 2013 meeting, the Board of Education approved the Technology Consulting Services contract with Professional Engineering Consultants, PA (PEC) to assist in developing technology standards to be implemented throughout the district for new construction, remodel projects, and other technology upgrades. The district recognized the need to acquire additional services for the design and specification of infrastructure related to telecommunications and classroom presentation systems as a part of the 2013 bond issue. All previous lump sum contracts will be voided, and the new overall design contract is broken down as follows:

Broken Arrow	\$6,000	Quail Run	\$6,000
Cordley	\$15,000	Schwegler	\$7,000
Deerfield	\$12,000	Sunflower	\$11,000
Hillcrest	\$16,000	Sunset Hill	\$16,000
Kennedy	\$15,000	Woodlawn	\$10,000
Langston Hughes	\$6,000	LHS	\$6,000
New York	\$14,000	FSHS	\$11,000
Pinckney	\$15,000	CCC	<u>\$9,000</u>
Prairie Park	\$4,000	TOTAL	\$179,000

Recommendation:

The Facility Progress and Planning Committee recommends board approval of the Technology Infrastructure Design Services agreement with Professional Engineering Consultants, PA in the amount of \$179,000 for the previously referenced schools.

Motion:

"I move the Board of Education approve the Technology Infrastructure Design Services agreement in the amount of \$179,000 for the previously referenced schools."

January 19, 2015



Mr. Kyle Hayden
Assistant Superintendent – Business & Operations
USD 497 Lawrence Public Schools
110 McDonald Drive
Lawrence, KS 66044

Reference: USD 497 – Technology Infrastructure Design Services
PEC Project No. 14G26-000-5133

Dear Kyle:

This letter is written to serve as an agreement between USD 497 Lawrence Public Schools (CLIENT) and Professional Engineering Consultants, P.A. (PEC) to provide professional services for the design and specification of infrastructure related to telecommunications and classroom presentation systems throughout the District as a part of the 2013 Bond Issue, which is hereinafter called the PROJECT.

Specifically, PEC proposes to perform the Scope of Services as outlined in Paragraph B. below, which are provided for your review and approval.

A. Project Description:

1. The PROJECT includes work in all fourteen elementary schools, two high schools, and the College and Career Center. Work in the four middle schools will be determined at a later date and may be provided as an additional service at that time.
2. The extent of work in each building varies based on the amount of new construction and remodel work being performed.
3. The PROJECT includes the following:
 - a. Demolition of existing telecommunications cabling system in areas being remodeled.
 - b. Installation of new passive telecommunications equipment, cabling, and pathways throughout the remodeled and new construction portions of each building.
 - c. Installation of new classroom projection/presentation systems throughout the remodeled and new construction portions of each building.
 - d. Coordination with District personnel and each of the Architectural/Engineering design teams on provisioning for technology needs, equipment locations, and device layouts in the construction documents packages for each building.

B. Scope of Services:

1. Engineering design including:
 - a) Conduct pre-design site visit to assess existing conditions.
 - b) Design of telecommunications infrastructure, including:
 - 1) Layout and specification of equipment cabinets and cabling pathways within telecommunications equipment rooms and spaces.
 - 2) Design of backbone cabling systems within each building between telecommunications cabinets.
 - 3) Design of horizontal cabling systems from the equipment cabinets to the outlets, including connections to wireless access points and security cameras (locations to be coordinated with CLIENT).
 - 4) Design and coordination of major cabling pathways throughout each building.
 - 5) Design of revised telecommunications service entrances, including fiber optic and landline telephone.
 - c) Design of classroom presentation systems, including:
 - 1) Layout and specification of user connection faceplates and cabling to Owner-provided projectors.
 - d) Produce drawings and specifications for bidding and construction, sealed by an Engineer licensed in the State of Kansas.
 - e) Provide bidding assistance including response to Contractor's questions and preparation of items for inclusion in Addenda.
 - f) Review shop drawings for systems and elements designed by PEC.
 - g) Perform interim construction observation visits for technology elements during construction and provide written observation reports.
 - h) Perform final review of construction installation and provide written final punch list.
 - i) Review and comment on as-built drawings provided by the Contractor, and deliver to CLIENT.

C. Responsibility of CLIENT:

The CLIENT agrees to provide the following pursuant to PEC accomplishing the Scope of Services outlined herein.

1. Electronic files for base sheet development (to be provided by the Architectural Teams contracted by the CLIENT for the building designs).
2. Requirements for all equipment specified and/or provided by the Owner or other Designers or Contractors.

D. Exclusions:

The following shall be specifically excluded from the Scope of Services to be provided by PEC.

1. Printing costs.

E. Payment Provisions:

Professional Engineering Consultants, P.A., proposes to perform the Scope of Services described above on the basis of a lump sum of \$179,000.00, which is broken down by building as follows:

Site	Fee
Broken Arrow	\$ 6,000.00
Cordley	\$ 15,000.00
Deerfield	\$ 12,000.00
Hillcrest	\$ 16,000.00
Kennedy	\$ 15,000.00
Langston Hughes	\$ 6,000.00
New York	\$ 14,000.00
Pinckney	\$ 15,000.00
Prairie Park	\$ 4,000.00
Quail Run	\$ 6,000.00
Schwegler	\$ 7,000.00
Sunflower	\$ 11,000.00
Sunset Hill	\$ 16,000.00
Woodlawn	\$ 10,000.00
LHS	\$ 6,000.00
FSHS	\$ 11,000.00
CCC	\$ 9,000.00
TOTAL	\$ 179,000.00

Unless otherwise agreed upon, billings will be made once a month for work completed the previous month.

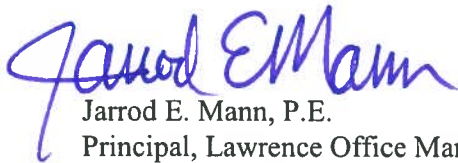
Taxes are not included in stated fees. CLIENT shall reimburse PEC for any sales, use and value added taxes, which apply to these services.

This letter and the "Standard Conditions" attached hereto comprise the entire agreement between the CLIENT and PEC. They may be altered only by Supplemental Agreement.

Thank you for contacting us to provide professional services on the subject PROJECT. Should you have questions or if additional information is required, please do not hesitate to call. Return receipt of an executed copy of this letter will serve as our contract and notice to proceed with the work.

Sincerely,

PROFESSIONAL ENGINEERING CONSULTANTS, P.A.


Jarrod E. Mann, P.E.
Principal, Lawrence Office Manager

PROFESSIONAL ENGINEERING CONSULTANTS, P.A.

By: 

Date: 19 Jan 2015

ACCEPTED:

USD 497 LAWRENCE PUBLIC SCHOOLS

By: _____

Title: _____

Date: _____

PEC STANDARD CONDITIONS

1. **STANDARD OF CARE:** Professional Engineering Consultants, P.A., its officers, directors, employees, agents, shareholders, partners, consultants, sub-consultants, contractor, and sub-contractors (collectively “PEC”) shall provide professional services to Client, its officers, directors, employees, agents, owners, members, shareholders, partners, consultants, sub-consultants, contractors, and sub-contractors, (collectively “Client”) according to the agreed upon scope of services. PEC will perform the services with the level of care and skill ordinarily exercised by other consultants of the same profession under similar circumstances at the time the services are performed, and in the same locality.

2. **USE OF DOCUMENTS:** Drawings, specifications, reports, programs, manuals, cost estimates, or other documents, including documents on electronic media, prepared under this Agreement are instruments of service and as such are only applicable to the subject PROJECT. Use of these documents for any other purpose without written authorization and consent of PEC is prohibited. PEC shall retain ownership thereof.

3. **INSURANCE:** PEC and the Client agree to each maintain statutory Worker’s Compensation, Employer’s Liability Insurance, General Liability Insurance, and Automobile Insurance coverage for the duration of this agreement. Additionally, PEC will maintain Professional Liability Insurance for PEC’s negligent acts, errors, or omissions in providing services pursuant to this Agreement. If the Client is a design professional, then the Client agrees to maintain Professional Liability Insurance for its negligent acts, errors, or omissions in providing services pursuant to this Agreement. If a project is Design-Build, the Client and all subcontractors providing professional design or other services (e.g., architects, engineers, inspectors) shall maintain professional or similar liability insurance for claims arising from its negligent performance of said services. Proof of insurance shall be provided, upon request, prior to commencement of said services.

4. **NO GUARANTEE:** PEC does not provide a warranty or guarantee, express or implied, for any portion of the scope of services including drawings, specifications, reports, programs, manuals, cost estimates, or other documents of service. PEC does not warrant or guarantee any certification of the project, including any level of LEED certification. Items of beneficial use to the Owner, whether or not included in the contract documents, shall be paid for by the Owner. The provisions of this paragraph shall apply notwithstanding any statement or language contained in any other document or agreement that might be related to the project.

5. **INDEMNIFICATION/HOLD HARMLESS:** PEC agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client and its employees from any liability, damages, or costs (including reasonable attorneys’ fees and costs of defense) resulting from PEC’s negligent acts, errors, or omissions through services provided pursuant to this Agreement by PEC or anyone for whom PEC is legally liable. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless PEC, its employees and subconsultants from any liability, damages, or costs (including reasonable attorneys’ fees and costs of defense) resulting from the negligent acts, errors, or omissions by Client or those contractors, subcontractors, consultants, or anyone for whom Client is legally liable, and arising from the project(s) that is the subject of this agreement. PEC is not obligated to indemnify the Client in any manner whatsoever for the Clients’ own negligence. If any liability, damages, or costs (including reasonable attorneys’ fees and costs of defense) result from the concurrent negligence of PEC and the Client, this indemnification shall only apply to the extent of each party’s proportion of the responsibility.

6. **DISPUTES:** Any action or claims arising out of or related to this Agreement or the project that is the subject of this Agreement shall be governed by Kansas. Good faith negotiation and mediation are express conditions precedent to the filing of any legal action. Mediation shall be

conducted in accordance with the latest edition of the Construction Mediation Rules of the American Arbitration Association.

7. **ASSIGNMENT OR SUBLETTING OF CONTRACT:** Client shall not assign, transfer, or sublet any rights, duties, or interests accruing from this Agreement without the prior written consent of PEC. This Agreement shall be binding upon the Client, its successors and assigns.

8. **NON PAYMENT/TERMINATION OF AGREEMENT:** If the Client fails to make payment for services and expenses within 30 days following receipt of an invoice, PEC may, after giving seven days written notice to the Client, without liability for delay charges, suspend services under this Agreement until PEC has been paid in full for all amounts due. Each party to this Agreement reserves the right to terminate the Agreement at any time, without cause, upon 15 days written notice and subject to payment to PEC for the value of services rendered up to the time of termination.

9. **DIFFERING SITE CONDITIONS:** The conditions at the site are the property of the Client/Owner regardless of whether or not they could be identified by an investigation or exploration conducted according to the professional standard of care. A “Differing Site Condition” is a subsurface, hidden, latent, or physical condition at a project site/building not revealed by the site exploration, site investigation, or other information provided to the Client and which cannot be reasonably anticipated. Special risks occur whenever engineering is applied to identifying site/building conditions. Even a comprehensive investigation according to the professional standard of care may not detect all subsurface or site/building conditions. PEC shall not be liable for site/building conditions which could not be identified by such an investigation or exploration. Accordingly, the Owner/Client agrees to indemnify, including all costs and attorney fees, and hold PEC harmless from all claims for Differing Site Conditions, provided PEC performs the services specified in the Contract in a manner reasonably conforming to the terms of the Contract and to the Standard of Care.

10. **EXTRA WORK:** Services not specified in the Scope of Services set forth in this Agreement or due to regulatory changes shall be considered “extra work”. No “extra work” will be performed without additional compensation per a supplemental agreement.

11. **FORCE MAJEURE:** The Client shall not hold PEC responsible for damages or for delays in performance caused by force majeure, acts of God, or other acts or circumstances beyond the control of PEC, or that could not have been reasonably foreseen and prevented including, but not limited to, fire, weather, floods, earthquakes, epidemics, war, riots, terrorism, strikes, and unanticipated site conditions.

12. **AGREEMENT SOLELY FOR PARTIES’ BENEFIT:** This agreement is solely for the benefit of PEC and Client. Nothing herein is intended in any way to benefit any third party or otherwise create any duty or obligation on behalf of PEC or Client in favor of such third parties.

13. **LIMITATION OF LIABILITY:** To the fullest extent permitted by law, PEC’s total liability to Client is limited to the greater of \$50,000 or two times PEC’s fee, for any and all damages or expenses arising out of this Agreement from any cause(s) or under any theory of liability. In no event shall PEC be liable for consequential damages, including, without limitation, loss of use or loss of profits, incurred by Client or its subsidiaries or successors, regardless of whether such damages are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.

October 2009

To: Board of Education

From: Angelique Kobler, assistant superintendent, teaching & learning, ext. 2440
Denise Johnson, coordinator, health & wellness curriculum, ext. 2371

Re: Subrecipient Agreement for Chronic Disease Risk Reduction Supplemental Grant

Date: January 22, 2015

Background:

The Lawrence Douglas County Health Department received a Chronic Disease Risk Reduction grant from the Kansas Department of Health and Environment. Written into the grant are funds for USD 497 as a subrecipient. The funds are to support the Safe Routes to School (SRTS) and Farm to School programs.

Rationale:

This grant supports Board Goal 2-2: *Enhance student wellness by integrating supports and services across the district. Expansion of the Farm to School program and enhance the wellness of our students, schools, and community.*

The grant amount for the school district is \$29,572 and will be used as follows:

- \$8,672 – District-level coordination of Safe Routes to School (SRTS) and integration of SRTS into health curriculum for the district. The curriculum would educate students about safety and the importance of physical activity before, during and after school as part of a healthy lifestyle.
- \$11,000 – Physical Activity Champion. This is an allocation of \$500 to 22 PE teachers in the district to support efforts of physical education teachers to integrate the SRTS into physical education. The funding is to go toward PE equipment at each of the schools.
- \$4,000 – Schools will work with local chefs to conduct cafeteria demonstrations for students and staff to promote consumption of healthy, local foods grown in school gardens and local farms. The allocation will support 80 demonstrations (4 visits per school in 20 schools).
- \$900 – Professional development for school food service staff. This will include training by local chefs on preparation healthy locally grown foods.
- \$5,000 – District-level coordination of farm to school program efforts to develop a standard process for compensating, recognizing and rewarding adult and student garden workers.

Recommendation:

Administration recommends board approval of the subrecipient agreement with the Lawrence-Douglas County Health Department as outlined above and in the agreement.

Motion:

"I move the Board of Education approve the subrecipient agreement with the Lawrence-Douglas County Health Department for the grant allocation of \$29,572 to be used as outlined in the agreement and grant budget."

SUBRECIPIENT AGREEMENT

This AGREEMENT (“Agreement”) is entered into as of October 1, 2014, by and between the Lawrence-Douglas County Health Department (“**Grantee**”) and Unified School District 497, Douglas County (hereafter referred to as USD497) (“**Subrecipient**”).

WHEREAS, the Grantee has applied for and received a Chronic Disease Risk Reduction grant from the Kansas Department of Health and Environment (“**Grant**”) attached hereto as Exhibit A; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in performing the work related to the Grant funds; and

WHEREAS, the Subrecipient may only receive Grant funds if it agrees to be bound by the requirements and limitations of the Grant;

NOW, THEREFORE, it is agreed by the parties hereto that:

- I. Scope of Services.** The Subrecipient will provide services in a manner satisfactory to the Grantee and consistent with all standards required by the Grant for entities receiving Grant funds. Subrecipient will carry out those activities listed under Activities 3 and 4 in the attached Grant in support of Farm-to-School and Safe Routes to School initiatives. Subrecipient will meet the Grantee monthly to provide a verbal report of progress and will submit to Grantee a written report detailing accomplishments and expenditure of funds no later than June 30, 2015 in a format negotiated by the parties to this agreement.
- II. Payment of Funds.** Contingent upon satisfactory progress on the activities outlined in the Scope of Services (Section I, above), Grantee will disburse Grant funds to Subrecipient in the amount of \$29,572, in the following manner:

Payment One: \$9,572 within 30 days of agreement signature by both parties

Payment Two: \$10,000 prior to April 30, 2015;

Payment Three: \$10,000 prior to June 30, 2015.

Subrecipient will submit to Grantee an invoice 15 days in advance of payment date for Payments 2 and 3. Invoice(s) should be submitted to:

Jennie Henault, Director of Administrative Services, Lawrence-Douglas County Health Department, 200 Maine, Ste. B, Lawrence, KS 66044, 785-856-3382, jhenault@ldchealth.org

III. General Conditions.

A. General Compliance

The Subrecipient will comply with the terms, conditions, and requirements of the Grant, including, but not limited to, the Funding Restrictions and Limitations provided in said Grant. The Subrecipient will also comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Subrecipient further will utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. “Independent Contractor”

Nothing contained in this Agreement is intended to or shall be construed in any manner as creating or establishing a partnership, joint venture, or relationship of employer/employee between the parties. The Subrecipient shall at all times remain an “independent contractor” with respect to the services to be performed under this Agreement. Grantee will have no liability for any wages, benefits, withholdings, taxes, or other liabilities or obligations of Subrecipient with respect to its employees, operations, or otherwise.

C. Hold Harmless

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of or relate to the Subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

D. Workers’ Compensation

The Subrecipient will maintain Workers’ Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance & Bonding

The Subrecipient will carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage. Subrecipient will also maintain liability insurance at levels reasonably acceptable to Grantee. Subrecipient shall, upon request by Grantee, furnish proof of any insurance required by this Agreement.

F. Grantee Recognition

The Subrecipient shall provide recognition of the role of the Grantee in providing services through this Agreement. In addition, the Subrecipient will include a

reference to the support provided herein in all publications made possible with funds made available under this Agreement.

G. Amendments

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in changing the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Subrecipient.

H. Suspension or Termination

The Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein or in the Grant, or such statutes, regulations, executive orders and policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement;
or
4. Submission by the Subrecipient of reports that are incorrect or incomplete in any material respect.

This Agreement may also be terminated for convenience by the Grantee, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. If, in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

I. Financial Management

The Subrecipient agrees to adhere to customary accounting principles and procedures, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred that are pertinent to the activities to be funded under this Agreement.

J. Authority

Subrecipient represents and warrants that the person signing below has authority to bind the Subrecipient and that all necessary approvals for Subrecipient to enter into this Agreement have been obtained.

K. Integration; No Reliance; No Modification.

This Agreement constitutes the entire understanding of and between the parties with respect to the subject matter hereof. This Agreement supersedes and replaces any prior agreements or understandings, whether written or oral, express or implied, between the parties with respect to the subject matter of this Agreement. Each party acknowledges and agrees that it is entering into this Agreement of its own free will and accord, and that it has not relied on any other party to this Agreement or on any promises, representations, or statements by any other party not expressly set forth in this Agreement and its exhibit. Any modification of this Agreement shall be specifically set forth in a writing which is executed by the party to be bound.

L. No Third Party Beneficiaries.

This Agreement is made on behalf of and for the benefit of the named parties only and nothing in this Agreement shall create or confer any rights, benefits, remedies or entitlements in favor of or inuring to the benefit of any person or legal entity not a party to this Agreement.

M. Choice of Law; Venue.

This Agreement is governed by Kansas law. Any dispute arising under this Agreement shall be decided in the District Court of Douglas County, Kansas, and in no other forum or venue. The parties consent to jurisdiction and venue in that forum.

GRANTEE

**LAWRENCE-DOUGLAS COUNTY
HEALTH DEPARTMENT**

SUBRECIPIENT

**UNIFIED SCHOOL DISTRICT #497,
DOUGLAS COUNTY**

Signature

Signature

Printed Name

Printed Name

Title

Title

To: Board of Education

From: Terry McEwen, director, assessment, research & instructional resources

Re: USD 497 Graduation Rate: Additional Data

Date: January 22, 2015

Background:

Graduation rates have been reported to the Board of Education annually; however, beginning with the class of 2009, the graduation rate calculation was changed at the federal level. The federal calculation is based on a cohort of students who collectively enter grade 9 (Freshman Year) in the same calendar year. They are then given four academic years to complete high school in order to graduate "on time."

The graduation rate data reported always reflect the percent of students who graduate in the four year "on time" cohort, plus transfers in, minus "legitimate" transfers out divided by the total number of students who were in the initial cohort (this number would include any "non-legitimate" transfer out of the cohort) by race and ethnicity. However, we have not included gender as part of the graduation rate report, as it is not a requirement of federal accountability.

January Update Report:

Graduation Rates by Gender

The January update report to the Board of Education will depict the graduation rates of "All" students and each reportable subgroup of students (Free/Reduced Lunch, Students with Disabilities, English Language Learners, and Race/Ethnicity designation) within our two "brick and mortar" high schools (Lawrence High School and Free State High School) from 2010 to the present with the addition of gender by race/ethnicity across the five year timeline (both the percentage and the actual number will be presented).

To: Board of Education

From: Paula Murrish, director, food services & purchasing
Lindsey Morgan, supervisor & registered dietitian

Re: USD 497 Food Services

Date: January 22, 2015

Background:

This report will update the Board of Education on Food Services Department initiatives and board goals for the 2014-2015 school year.

To: Board of Education

From: Angelique Kobler, assistant superintendent, teaching & learning, ext. 2440
Jerri Kemble, assistant superintendent, educational programs & technology, ext. 2755
Patrick Kelly, director, career & technical education, ext. 2405

Re: Concurrent Credit Agreement Between KU & USD 497

Date: January 22, 2015

Background:

The Kansas Board of Regents identifies a service area for each public post-secondary institution within the State of Kansas. An institution is required to request approval to teach courses outside of the assigned service area. The Lawrence Public Schools are within the service area of the University of Kansas. The University of Kansas has approved Career and Technical Education courses to be taught within Douglas County by Johnson County Community College and Neosho County Community College. Other courses, taught by the University of Kansas, have been open to students within the Lawrence Public Schools, but only delivered on the University of Kansas campus. After several years of negotiation and collaboration, the University of Kansas has agreed to permit the concurrent enrollment of English 101 and Algebra 101 within Lawrence Public Schools' high schools. These will be University of Kansas courses, taught by Lawrence Public Schools faculty.

Rationale:

High school students in most communities across Kansas have access to college courses within their high school. The Lawrence Public Schools have productively and successfully relied upon Advanced Placement courses to prepare students for post-secondary education opportunities. The addition of University of Kansas courses at Lawrence High School and Lawrence Free State High School provides an additional opportunity for high school students to prepare for post-secondary education and future careers.

Recommendation:

Administration recommends the Board of Education authorize the superintendent to sign and approve a cooperative agreement between USD 497 and the University of Kansas to create a concurrent enrollment partnership.

Motion:

"I move the Board of Education authorize the superintendent to sign and approve a cooperative agreement between USD 497 and the University of Kansas to create a concurrent enrollment partnership."

MEMORANDUM OF UNDERSTANDING
between
UNIVERSITY OF KANSAS
and
UNIFIED SCHOOL DISTRICT NO. 497, DOUGLAS COUNTY, KANSAS
CONCURRENT ENROLLMENT PARTNERSHIP

Concurrent Enrollment Partnership Agreement means a written memorandum of understanding between an eligible postsecondary institution and a school district for the purpose of offering college-level learning to students who have been accepted for concurrent enrollment partnership in off-campus classes at a high school at which approved high school teachers teach college credit classes during the normal school day. This agreement is hereby entered into by and between the University of Kansas, hereinafter called the University, and Unified School District No. 497, Douglas County, Lawrence, hereinafter called the School District. This agreement shall remain in accordance with K.S.A. 72-11a01 through 72-11a05 (Kansas Challenge to Secondary School Pupils Act), Kansas Board of Regents (KBOR) Policy for Concurrent Enrollment of High School Students in Eligible Public Postsecondary Institutions, and other such local guidelines as applicable.

Definition of Concurrent Enrollment Partnership Pupil

Pursuant to K.S.A. 72-11a03, Concurrent Enrollment Partnership Pupil means a person who is enrolled in classes at a high school at which approved high school teachers teach college credit classes during the normal school day, who is in grades 10, 11, or 12 or who is gifted and is in grade 9, and is acceptable or has been accepted for enrollment at an eligible postsecondary education institution.

Purpose and Benefits of Concurrent Enrollment

As established by KBOR, the system-wide purposes of concurrent enrollment are threefold:

- To reduce time to degree and lower costs;
- To challenge high school students and promote college-level success; and
- To foster improved relationships between Kansas Public Postsecondary Education Institutions and Kansas Secondary Schools.

Statutory Provisions

The academic credit is to be granted for course work successfully completed by the pupil at the institution, which shall qualify as college credit and may qualify as both high school and college credit.

Such course work successfully completed by the pupil shall qualify as credit applicable toward the award of a degree or certificate at the University.

The pupil shall pay to the University the current rate of concurrent enrollment tuition and applicable fees charged by the University for enrollment of the pupil.

Guidelines

As required by the Kansas Board of Regents, Addendum 1 outlines specific roles and responsibilities including those that ensure the continued assurance of the concurrent enrollment program. Addendum 1 is hereby incorporated and made a part of this agreement.

This agreement shall take effect and be in force from and after [DATE] and until: 1) the University or the School District elects to discontinue the agreement in which case notification will take place six months prior to the agreement becoming fully null and void; or 2) changes in applicable statutes, policy, or guidelines merit immediate revision or retraction of the agreement. The University shall review this agreement at least every five years to assure compliance and quality considerations, as set forth in Board of Regents Policy.

Lawrence Public Schools, d.b.a USD 497

School District Name

Signature, Superintendent

Date

University Name

Signature, Chancellor

Date

LIAISONS FOR CONCURRENT ENROLLMENT PARTNERSHIP

Sara Rosen, Senior Vice Provost for Academic Affairs
Office of the Provost
University of Kansas
785 864 4904
rosen@ku.edu

Patrick Kelly, Director of Career and Technical Education
USD 497
Lawrence Public Schools
785 832 5000 ext 2405
pkelly@usd497.org

GENERAL GUIDELINES FOR CONCURRENT ENROLLMENT PARTNERSHIP

1. The students' school district must have a signed Concurrent Enrollment partnership agreement with the University.
2. Students wishing to enroll under the Concurrent Enrollment program must complete necessary paperwork including a Concurrent Enrollment Options for High School Students – High School Authorization Form and a University of Kansas Application for Admission.
3. Prior to enrollment, students must complete the university application process for non-degree seeking high school students as outlined in the current enrollment information provided to the secondary school site.
4. Concurrent Enrollment students will pay the set Concurrent Enrollment tuition and fee rate to the University as assessed by the University.
5. Classes will be held on the secondary school site during the normal school day.
6. Concurrent Enrollment classes will be taught by qualified and approved secondary school site faculty, who, for the purposes of the Concurrent Enrollment program, shall remain employees of their respective district.
7. Classes will be part of each participating faculty member's regular high school teaching load.
8. Concurrent Enrollment classes must adhere to the number of contact hours on a per-semester basis required by the Kansas Board of Regents and the Higher Learning Commission for post-secondary classes. (Concurrent Enrollment classes may exceed the minimum contact hour requirement.)
9. Students enrolled in Concurrent Enrollment classes will be subject to the University course withdrawal and refund policies.

GUIDELINES FOR CURRICULUM AND ASSESSMENT

1. Courses administered through this partnership shall be University of Kansas cataloged courses, identical in departmental ID, course descriptions, numbers, titles and credits, and approved through the curriculum approval process of the relevant department at the University.
2. The academic prerequisites and the course content, goals, and objectives of Concurrent Enrollment Partnership courses will be identical to those same courses offered on the University campus or through online formats.
3. Textbooks and course material shall be comparable to those used in the same course offered at the University.

Addendum 1

4. Concurrent Enrollment Partnership students shall be held to the same grading standards and standards of achievement as those expected of students in on-campus sections.
5. Concurrent Enrollment Partnership students shall be assessed using the same methods (i.e., papers, portfolios, quizzes, labs) as students in on-campus sections.
6. High school faculty shall utilize the same final examination for each Concurrent Enrollment Partnership course as is given in a representative section of the same course taught at the public postsecondary institution awarding the course credit.
7. High school faculty are applying the same scoring rubric for the assigned course as is used in the on-campus course; and that course management, instructional delivery and content meet or exceed those in regular on-campus sections.
8. Remedial/developmental course work shall not be offered as a Concurrent Enrollment Partnership course.

GUIDELINES FOR QUALITY ASSURANCE

1. Concurrent Enrollment course faculty must possess a master's degree in the field of instruction or a master's degree with at least 18 graduate hours in the field of instruction, as required by the Higher Learning Commission assumed practices for university level instructors.
2. Concurrent Enrollment course faculty will receive orientation, professional development, site visits and annual evaluation from the relevant University department.
3. University faculty in the relevant departments shall annually review Concurrent Enrollment Partnership courses to ensure that the guidelines for curriculum and assessment, outlined above, are being met.
4. The Concurrent Enrollment Partnership agreement shall be reviewed at least every five years by the University of Kansas to assure compliance and quality.

GUIDELINES FOR FACULTY DEVELOPMENT AND COMPENSATION

1. University departments will provide orientation and professional development (not to exceed three days in length), class visits and annual evaluation in a manner and method similar to that employed for University graduate teaching assistants.
2. For development activities that must occur outside of the Concurrent Enrollment course faculty's standard work hours, compensation will be provided by the University of Kansas at no less than the high school faculty's negotiated rate.

RESPONSIBILITIES OF BUILDING ADMINISTRATORS

1. Designate instructors with educational qualifications that, at a minimum, meet the University's requirements for teaching approved Concurrent Enrollment Partnership courses within the discipline.
2. Assist the University in obtaining essential paperwork from the Concurrent Enrollment faculty, including but not limited to university course syllabi.
3. Cooperate with the University in establishing course equivalency and assure that that rigor of instructor, objectives, assignments, testing, and evaluation will be commensurate with that of on-campus classes.
4. Provide the University a general description of the faculty evaluation process or procedure used by the secondary school site.

Addendum 1

5. Assure that students meet the admissions requirements of the University in order to enroll in Concurrent Enrollment classes.
6. Designate one person (typically a counselor) to serve as the Concurrent Enrollment Building Representative.
7. Cooperate with the University in providing professional development opportunities.

RESPONSIBILITIES OF BUILDING REPRESENTATIVES

1. In general, serve as the point of contact for their secondary school site.
2. Compile a fall, spring, and “year-long” course schedule at the beginning of each academic year, and coordinate this schedule with the University.
3. Receive and distribute class schedules to classes.
4. Inform students of the maximum number of University credits they may earn through the Concurrent Enrollment program, as determined by KBOR policy.
5. Be the official person at the secondary school site to answer questions that students and parents may have about the program.
6. Receive, distribute, collect and return textbook order forms.
7. Receive, distribute, collect and return final grade rosters.
8. Notify University of any problems or questions.
9. Attend meetings, as needed, to discuss issues, ideas and suggestions about the Concurrent Enrollment program.
10. Distribute various mailings (instructor letters, relevant University publications, directories, etc.)

RESPONSIBILITIES OF CONCURRENT ENROLLMENT INSTRUCTORS

1. Submit a Concurrent Enrollment Instructor Information Sheet to University and insure that information is updated as needed.
2. Provide all Concurrent Enrollment students a University course syllabus at the beginning of each Concurrent Enrollment course. The syllabus will be based upon the University course outline, formatted according to University course syllabus guidelines, and will parallel an on-campus syllabus in form and content.
3. Administer final exams in those courses in which such exams are required for on-campus courses. Adhere to University departmental procedures on administration and security of exams.
4. Attend University program meetings or in-service as needed to insure continuity of instruction.
5. Return final grade rosters to the Concurrent Enrollment Building Representative by the date specified for each semester or year.
6. Use the adopted university textbooks for all Concurrent Enrollment courses. Exceptions must be approved by the University program.
7. Insure that course objectives or competencies match those required for the course as indicated on the University course outline and reflected on the University course syllabus. Additional objectives, competencies, or other material may be included in the curriculum and may be appended to the syllabus.
8. Uphold the standards, requirements, and rigor necessary for university credit to be earned by students.
9. Cooperate with the University in responding to other routine requests.

RESPONSIBILITIES OF THE UNIVERSITY

1. Establish and maintain a cooperative working relationship with the secondary school site.
2. Provide, upon request, up to 30 copies of adopted textbooks or other teaching materials, per Concurrent Enrollment course section to the school district. (Only necessary replacement copies will be provided between adoption cycles.)
3. Share course materials used in on-campus classes with Concurrent Enrollment instructors.
4. Provide feedback to the Concurrent Enrollment instructors regarding their KU syllabus form, format, and content.
5. Facilitate the registration and enrollment process for Concurrent Enrollment students.
6. Upon receiving completed Transcript Request form, mail student transcripts.
7. Maintain overall responsibility for the program.

COURSE LISTING

The following are University courses that are offered through the Concurrent Enrollment program with USD 497.

English 101

Math 101

To: Board of Education

From: Rick Doll, superintendent
Colby Wilson, executive director, Boys & Girls Club of Lawrence

Re: Proposed Location of Boys & Girls Club Teen Center

Date: January 22, 2015

Background:

Lawrence Public Schools and the Boys and Girls Club of Lawrence (BGCL) have enjoyed a positive relationship for many years. The school district provides space for after school programs at no cost to the BGCL and the BGCL provides quality after school programming for many students in the community. This after school time has become more purposeful, helping students with homework and academic tutoring.

Rationale:

The BGCL has completed a feasibility study concerning the construction of a teen center. The initial site for this facility was projected to be at the police facility site just north of the Educational Support & Distribution Center. When the election to build the police facility failed, the BGCL began investigating other sites, and approached the school district about locating the facility at the College and Career Center. This proposal was presented to the Facility Planning and Progress Committee and received a positive recommendation.

Recommendation:

Based on the recommendation of the Facility Planning and Progress Committee, the BGCL asks for permission to proceed with their fund raising effort to construct a teen center, specifying the district property at the College and Career Center as the proposed location for the center. All plans are contingent on the club raising the funds to construct the center.

Motion:

"I move the Board of Education allow the Boys and Girls Club of Lawrence to specify the College and Career Center as the location for the proposed Boys and Girls Club Teen Center."