

AGENDA

REGULAR SCHOOL BOARD MEETING

GADSDEN COUNTY SCHOOL BOARD  
MAX D. WALKER ADMINISTRATION BUILDING  
35 MARTIN LUTHER KING, JR. BLVD.  
QUINCY, FLORIDA

October 23, 2012

6:00 P.M.

THIS MEETING IS OPEN TO THE PUBLIC

1. CALL TO ORDER
2. OPENING PRAYER
3. PLEDGE OF ALLEGIANCE
4. RECOGNITIONS
5. REVIEW OF MINUTES – **SEE ATTACHMENT**
  - a. September 18, 2012, 4:00 p.m. – School Board Workshop
  - b. September 25, 2012, 4:30 p.m. – School Board Workshop
  - c. September 25, 2012, 6:00 p.m. – Regular School Board Meeting
  - d. October 9, 2012, 4:00 p.m. – Special School Board Meeting

ACTION REQUESTED: The Superintendent recommends approval.
6. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions) **SEE PAGE #5**
  - a. Personnel 2012 – 2013

ACTION REQUESTED: The Superintendent recommends approval.
7. BUDGET/FINANCIAL TRANSACTIONS
  - a. Budget Amendment Number One – **SEE PAGE #7**

Fund Source: 420 Federal Funds  
Amount: \$-1,313,703.80

ACTION REQUESTED: The Superintendent recommends approval.

- b. Budget Amendment Number Two and Three – **SEE PAGE #13**

Fund Source: 420 Federal Funds  
Amount: \$3,718,496.71

ACTION REQUESTED: The Superintendent recommends approval.

- c. Budget Amendment Number Four – **SEE PAGE #26**

Fund Source: 434 (ARRA) Race To The Top  
Amount: \$85,909.80

ACTION REQUESTED: The Superintendent recommends approval.

- d. Revisions to Final Budget Due to Increased Assessed Valuation  
**SEE PAGE #31**

Fund Source: General Fund and Capital Improvements Revenues  
Amount: \$81,914.62 – General Fund  
\$19,754.66 – Capital Improvements Fund

ACTION REQUESTED: The Superintendent recommends approval.

- e. Sponsor Approval of Capital Outlay Plan for Crossroad Academy Charter School for 2012 – 2013 – **SEE PAGE #37**

Fund Source: State of Florida Funds are sent through District  
Amount: Estimated \$104,871.00 for 2012 – 2013

ACTION REQUESTED: The Superintendent recommends approval.

8. AGREEMENTS/PROJECT/GRANT APPLICATIONS

- a. Purchase Order for Fresh Vegetables and Fruits – **SEE PAGE #46**

Fund Source: School Food Service  
Amount: \$49,500.00

ACTION REQUESTED: The Superintendent recommends approval.

- b. Purchase Orders for Federal Programs - **SEE PAGE #48**

Fund Source: Federal Funds 420  
Amount: \$44,187.00

ACTION REQUESTED: The Superintendent recommends approval.

- c. Purchase Orders for ESE Programs – **SEE PAGE #51**

Fund Source: General Fund and Federal IDEA  
Amount: \$100,800.00 from General Fund  
\$16,865.00 from Federal IDEA

ACTION REQUESTED: The Superintendent recommends approval.

- d. Purchase Orders for Technology Department – **SEE PAGE #54**  
Fund Source: General Fund  
Amount: \$99,205.50  
ACTION REQUESTED: The Superintendent recommends approval.
  - e. Purchase Order for Library Software and Implementation Services  
**SEE PAGE #60**  
Fund Source: General Fund  
Amount: \$52,979.62  
ACTION REQUESTED: The Superintendent recommends approval.
  - f. Agreement Between The School Board of Gadsden County Public Schools  
and ProCare Therapy, Inc. – **SEE PAGE #66**  
Fund Source: FEFP Dollars  
Amount: \$58.00 - \$65.00 (per hour for actual hours worked)  
ACTION REQUESTED: The Superintendent recommends approval.
  - g. Consulting Services Agreement with MGT of America, Inc  
**SEE PAGE #71**  
Fund Source: General Revenue  
Amount: \$27,500.00  
ACTION REQUESTED: The Superintendent recommends approval.
  - h. Interlocal Agreement – **SEE PAGE #83**  
Fund Source: N/A  
Amount: N/A  
ACTION REQUESTED: The Superintendent recommends approval.
9. **STUDENT MATTERS – SEE ATTACHMENT**
- a. Student Expulsion – See back-up material  
Case #06-1213-0051  
ACTION REQUESTED: The Superintendent recommends approval.
  - b. Student Expulsion – See back-up material  
Case #11-1213-0071  
ACTION REQUESTED: The Superintendent recommends approval.

- c. Student Expulsion – See back-up material

Case #12-1213-0071

ACTION REQUESTED: The Superintendent recommends approval.

- d. Student Expulsion – See back-up material

Case #13-1213-0211

ACTION REQUESTED: The Superintendent recommends approval.

- e. Student Expulsion – See back-up material

Case #14-1213-0231

ACTION REQUESTED: The Superintendent recommends approval.

- f. Student Expulsion – See back-up material

Case #15-1213-0231

ACTION REQUESTED: The Superintendent recommends approval.

10. SCHOOL FACILITY/PROPERTY

- a. Pest and Weed Control Services for Athletic Fields District Wide  
Bid #1213-09 – **SEE PAGE #89**

Fund Source: 110

Amount: \$12,083.50 for Pest and Weed Control Services for Athletic  
Fields District Wide  
\$11,306.10 for Fertilizer Applications to Athletic Fields District  
Wide

ACTION REQUESTED: The Superintendent recommends approval.

11. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

12. SCHOOL BOARD REQUESTS AND CONCERNS

13. ADJOURNMENT

# The School Board of Gadsden County



*"Building A Brighter Future"*

**Reginald C. James**  
SUPERINTENDENT  
OF SCHOOLS

6a

35 MARTIN LUTHER KING, JR. BLVD.  
QUINCY, FLORIDA 32351  
TEL: (850) 627-9651  
FAX: (850) 627-2760  
www.gcps.k12.fl.us

October 23, 2012

The School Board of  
Gadsden County, Florida  
Quincy, Florida 32351

Dear School Board Members:

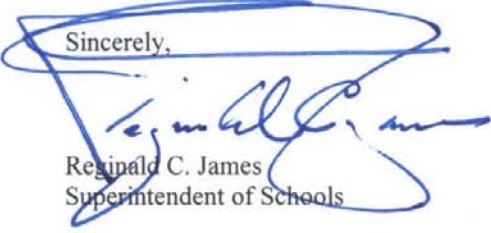
I am recommending that the attached list of personnel actions be approved, as indicated. I further recommend that all appointments to grant positions be contingent upon funding.

## Item 6A Instructional and Non-Instructional Personnel 2012/2013

The following reflects the total number of full-time employees in this school district for the 2012/2013 school term, as of October 23, 2012.

<u>Description Per DOE Classification</u>	<u>DOE Object#</u>	<u>#Employees October 2012</u>
Classroom Teachers and Other Certified Administrators	120 & 130	484.25
Non-Instructional	110	50.75
	150, 160, & 170	<u>420.00</u>
		955.00

Sincerely,

  
Reginald C. James  
Superintendent of Schools

Eric F. Hinson  
DISTRICT NO. 1  
HAVANA, FL 32333  
MIDWAY, FL 32343

Judge B. Helms, Jr.  
DISTRICT NO. 2  
QUINCY, FL 32351  
HAVANA, FL 32333

Isaac Simmons, Jr.  
DISTRICT NO. 3  
CHATTAHOOCHEE, FL 32324  
GREENSBORO, FL 32330

Charlie D. Frost  
DISTRICT NO. 4  
GRETNA, FL 32332  
QUINCY, FL 32352

Roger P. Milton  
DISTRICT NO. 5  
QUINCY, FL 32351

**BOARD MEETS FOURTH TUESDAY OF EACH MONTH**  
EQUAL OPPORTUNITY EMPLOYER

**AGENDA ITEM 6A, INSTRUCTIONAL AND NON INSTRUCTIONAL 2012/2013 INSTRUCTIONAL PERSONNEL****INSTRUCTIONAL**

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Brown, Keidra	WGHS	Teacher	10/08/2012
Herring, Kyli	GWM	Teacher	08/15/2012
Jordan, Peter	GEMS	Teacher	10/04/2012
Mears, James	EGHS	Teacher	10/02/2012
Murphy, Sallie	GBES	Teacher	10/01/2012
Peoples, Robert	HOPE	Teacher	08/22/2012
Williams, Faith	EGHS	Teacher	10/12/2012

**NON-INSTRUCTIONAL**

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Gibson, Shirley	SJES	Ed Paraprofessional	10/01/2012
Peters, John	Maintenance	Maintenance Worker	11/05/2012

**REQUESTS FOR LEAVE, RESIGNATION, TRANSFERS, RETIREMENTS, TERMINATIONS OF EMPLOYMENT:****LEAVE OF****RESIGNATIONS**

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Johnson, Gabriel	WGHS	Teacher	10/19/2012
Cloud, Keith	Maintenance	Main. Worker	10/01/2012
Cunningham, Reginald	CPA	Teacher	10/15/2012
Peters, John*	GBES	Custodial Asst.	11/02/2012
Smith, Barry	WGHS	Teacher	09/25/2012
West-White, Clarissa	GEMS	Teacher	09/28/2012

\*Resigned to accept another position in the District.

**Transfers**

<u>Name</u>	<u>Location/Position Transferring From</u>	<u>Location/Position Transferring To</u>	<u>Effective Date</u>
Wright, Jo Lynda	CPA/Teacher	WGHS/Teacher	10/09/2012

**TERMINATIONS**

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Williams, Faith	WGHS	Teacher	10/02/2012

**LEAVE**

<u>Name</u>	<u>Location/Position</u>	<u>Beginning Date</u>	<u>Ending</u>
Smith, Linda	GEMS/Part Time Secretary	10/04/2012	01/07/2013

**Substitutes**

<u>Teacher</u>	<u>SFS Worker</u>	<u>Transportation</u>	<u>Custodial</u>
Chapman, Gina	Bittle, Yvette	Grace, Mary	Tolbert, Herman
Scott, Martha	Davis, Lazelle*	Turner, Pierre	
Washington, Alex	Pugh, Helen Hogue		

\*SFS and Custodial Substitute

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 7a

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEMS:** Budget Amendment Number One

**DIVISION:** Finance Department

**PURPOSE AND SUMMARY OF ITEMS:**

This budget amendment clears the remaining balances on grants whose period of accessibility have closed.

**FUND SOURCE:** 420 Federal Funds

**AMOUNT:** \$ -1,313,703.80

**PREPARED BY:** Bonnie Wood

**POSITION:** Assistant Superintendent for Business Services

Gadsden County School Board  
 420 (Federal) Fund Estimated Revenue  
 Budget Amendment Number  
 One

FUND 420 REVENUE OBJECT	BEGINNING ESTIMATED REVENUE 9/27/2012	BUDGET AMENDMENT NUMBER ONE	ENDING ESTIMATED REVENUE 10/2/2012
190	\$ -	\$ -	\$ -
191	\$ -	\$ -	\$ -
199	\$ 818,517.33	\$ -	\$ 818,517.33
201	\$ 180,677.12	\$ (8,436.39)	\$ 172,240.73
226	\$ 587,524.56	\$ (28,737.12)	\$ 558,787.44
227	\$ -	\$ -	\$ -
230	\$ 306,344.12	\$ -	\$ 306,344.12
240	\$ 6,092,877.25	\$ (937,148.97)	\$ 5,155,728.28
251	\$ 11,592.45	\$ (7,559.63)	\$ 4,032.82
270	\$ -	\$ -	\$ -
290	\$ 224,858.12	\$ (331,821.69)	\$ (106,963.57)
299	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 8,222,390.95</b>	<b>\$ (1,313,703.80)</b>	<b>\$ 6,908,687.15</b>



**Gadsden County School Board  
420 (Federal) Fund Appropriations  
One**

420 FUND		BUDGET		
FUNCTION/ OBJECT		BUDGET BALANCE 9/27/2012	AMENDMENT NUMBER ONE	BUDGET BALANCE 10/2/2012
5100	100	\$ 756,941.85	\$ (229,547.22)	\$ 527,394.63
	200	\$ 118,496.94	\$ (38,928.41)	\$ 79,568.53
	300	\$ 1,138,505.01	\$ (332,332.57)	\$ 806,172.44
	500	\$ (112,357.97)	\$ 278,018.57	\$ 165,660.60
	600	\$ 162,729.93	\$ 249,342.09	\$ 412,072.02
	700	\$ (221.50)	\$ 221.50	\$ -
	<b>FUNCTOTAL</b>		<b>\$ 2,064,094.26</b>	<b>\$ (73,226.04)</b>
5200	100	\$ 114,109.99	\$ (33,729.89)	\$ 80,380.10
	200	\$ 66,272.66	\$ (46,188.59)	\$ 20,084.07
	300	\$ 30,266.55	\$ (30,266.55)	\$ -
	500	\$ 68,990.88	\$ (68,405.88)	\$ 585.00
	600	\$ 53,124.37	\$ (53,124.37)	\$ -
	700	\$ 1,000.00	\$ (1,000.00)	\$ -
	<b>FUNCTOTAL</b>		<b>\$ 333,764.45</b>	<b>\$ (232,715.28)</b>
5300	100	\$ 10,219.25	\$ 39.96	\$ 10,259.21
	200	\$ 5,783.85	\$ (1,951.82)	\$ 3,832.03
	300	\$ 8,324.14	\$ (1,063.12)	\$ 7,261.02
	500	\$ 31,222.86	\$ (3,273.05)	\$ 27,949.81
	600	\$ 29,204.65	\$ 2,875.35	\$ 32,080.00
	700	\$ 17,480.08	\$ (1,000.00)	\$ 16,480.08
	<b>FUNCTOTAL</b>		<b>\$ 102,234.83</b>	<b>\$ (4,372.68)</b>
5400	100	\$ 6,360.00	\$ (4,635.46)	\$ 1,724.54
	200	\$ 3,833.92	\$ (1,525.64)	\$ 2,308.28
	300	\$ 5,289.39	\$ (5,289.39)	\$ -
	500	\$ (703.57)	\$ 703.57	\$ -
	600	\$ -	\$ -	\$ -
	700	\$ (890.00)	\$ 890.00	\$ -
	<b>FUNCTOTAL</b>		<b>\$ 13,889.74</b>	<b>\$ (9,856.92)</b>
5500	100	\$ 477,710.09	\$ (31,617.54)	\$ 446,092.55
	200	\$ 141,344.53	\$ (3,856.60)	\$ 137,487.93
	300	\$ 44,660.09	\$ -	\$ 44,660.09
	500	\$ 5,533.05	\$ 3,158.47	\$ 8,691.52
	600	\$ (361.06)	\$ 361.06	\$ -
	700	\$ -	\$ -	\$ -
	<b>FUNCTOTAL</b>		<b>\$ 668,886.70</b>	<b>\$ (31,954.61)</b>

**Gadsden County School Board  
420 (Federal) Fund Appropriations  
One**

5900	100	\$	25,293.44	\$	334.32	\$	25,627.76
	200	\$	13,807.42	\$	(10,373.38)	\$	3,434.04
	300	\$	12,836.33	\$	1,668.63	\$	14,504.96
	500	\$	7,358.96	\$	(2,487.19)	\$	4,871.77
	600	\$	401.84	\$	(401.84)	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>59,697.99</b>	<b>\$</b>	<b>(10,857.62)</b>	<b>\$</b>	<b>48,438.53</b>
6100	100	\$	232,911.64	\$	50,438.76	\$	283,350.40
	200	\$	42,821.02	\$	13,809.24	\$	56,630.26
	300	\$	65,576.02	\$	(5,253.20)	\$	60,322.82
	500	\$	84,416.45	\$	(55,851.70)	\$	28,564.75
	600	\$	15,324.70	\$	(11,084.26)	\$	4,240.44
	700	\$	1,357.90	\$	(857.90)	\$	500.00
	900	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>442,407.73</b>	<b>\$</b>	<b>(8,799.06)</b>	<b>\$</b>	<b>433,608.67</b>
6200	100	\$	14,426.10	\$	(14,426.10)	\$	-
	200	\$	1,941.21	\$	(1,941.21)	\$	-
	300	\$	50,710.49	\$	(28,130.49)	\$	22,580.00
	500	\$	3,297.27	\$	(2,297.27)	\$	1,000.00
	600	\$	151,982.08	\$	2,969.00	\$	154,951.08
	700	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>222,357.15</b>	<b>\$</b>	<b>(43,826.07)</b>	<b>\$</b>	<b>178,531.08</b>
6300	100	\$	423,858.95	\$	(147,750.44)	\$	276,108.51
	200	\$	100,383.71	\$	(22,324.80)	\$	78,058.91
	300	\$	141,001.99	\$	(77,187.47)	\$	63,814.52
	500	\$	120,609.14	\$	(36,358.58)	\$	84,250.56
	600	\$	1,248.46	\$	(1,226.89)	\$	21.57
	700	\$	16,147.00	\$	(8,447.00)	\$	7,700.00
<b>FUNCTOTAL</b>		<b>\$</b>	<b>803,249.25</b>	<b>\$</b>	<b>(293,295.18)</b>	<b>\$</b>	<b>509,954.07</b>
6400	100	\$	1,443,950.36	\$	(408,569.31)	\$	1,035,381.05
	200	\$	322,933.65	\$	(80,576.19)	\$	242,357.46
	300	\$	232,112.17	\$	58,754.38	\$	290,866.55
	400	\$	-	\$	-	\$	-
	500	\$	53,199.42	\$	(44,307.14)	\$	8,892.28
	600	\$	12,074.10	\$	(9,771.16)	\$	2,302.94
	700	\$	20,112.49	\$	1,888.00	\$	22,000.49
<b>FUNCTOTAL</b>		<b>\$</b>	<b>2,084,382.19</b>	<b>\$</b>	<b>(482,581.42)</b>	<b>\$</b>	<b>1,601,800.77</b>

**Gadsden County School Board  
420 (Federal) Fund Appropriations  
One**

6500	100	\$	32,500.53	\$	499.47	\$	33,000.00
	200	\$	4,843.76	\$	(33.76)	\$	4,810.00
	300	\$	103,660.00	\$	2,380.00	\$	106,040.00
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>141,004.29</b>	<b>\$</b>	<b>2,845.71</b>	<b>\$</b>	<b>143,850.00</b>
7200	100	\$	15,804.23	\$	-	\$	15,804.23
	200	\$	4,646.60	\$	-	\$	4,646.60
	300	\$	127,756.29	\$	(127,516.79)	\$	239.50
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
	700	\$	387,091.12	\$	(7,347.55)	\$	379,743.57
<b>FUNCTOTAL</b>		<b>\$</b>	<b>535,298.24</b>	<b>\$</b>	<b>(134,864.34)</b>	<b>\$</b>	<b>400,433.90</b>
7300	100	\$	71,658.37	\$	23,341.63	\$	95,000.00
	200	\$	5,104.91	\$	7,096.79	\$	12,201.70
	300	\$	-	\$	-	\$	-
<b>FUNCTOTAL 7300</b>		<b>\$</b>	<b>76,763.28</b>	<b>\$</b>	<b>30,438.42</b>	<b>\$</b>	<b>107,201.70</b>
7400	600	\$	-	\$	-	\$	-
<b>FUNCTOTAL 7400</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
7600	300	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
7700	100	\$	63,560.29	\$	(4,760.29)	\$	58,800.00
	200	\$	17,294.61	\$	(169.61)	\$	17,125.00
	300	\$	4,145.50	\$	-	\$	4,145.50
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
	700	\$	1,000.00	\$	-	\$	1,000.00
<b>FUNCTOTAL</b>		<b>\$</b>	<b>86,000.40</b>	<b>\$</b>	<b>(4,929.90)</b>	<b>\$</b>	<b>81,070.50</b>
7800	100	\$	65,515.65	\$	(15,486.36)	\$	50,029.29
	200	\$	16,521.86	\$	(2,116.51)	\$	14,405.35
	300	\$	324,274.50	\$	7,252.42	\$	331,526.92
	400	\$	10,915.17	\$	222.08	\$	11,137.25
	500	\$	1,262.17	\$	-	\$	1,262.17
	600	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>418,489.35</b>	<b>\$</b>	<b>(10,128.37)</b>	<b>\$</b>	<b>408,360.98</b>

**Gadsden County School Board  
420 (Federal) Fund Appropriations  
One**

7900	100	\$	14,811.96	\$	(5,610.57)	\$	9,201.39
	200	\$	6,240.60	\$	(1,212.64)	\$	5,027.96
	300	\$	32,179.72	\$	1,644.61	\$	33,824.33
	400	\$	1,836.91	\$	-	\$	1,836.91
	500	\$	96.40	\$	-	\$	96.40
	600	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>55,165.59</b>	<b>\$</b>	<b>(5,178.60)</b>	<b>\$</b>	<b>49,986.99</b>
8100	100	\$	-	\$	-	\$	-
	200	\$	-	\$	-	\$	-
	300	\$	-	\$	-	\$	-
	500	\$	935.12	\$	-	\$	935.12
	600	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>935.12</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>935.12</b>
8200	100	\$	-	\$	-	\$	-
	200	\$	-	\$	-	\$	-
	500	\$	49,000.00	\$	-	\$	49,000.00
	600	\$	38,500.00	\$	-	\$	38,500.00
<b>FUNCTOTAL</b>		<b>\$</b>	<b>87,500.00</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>87,500.00</b>
9100	100	\$	20,576.16	\$	-	\$	20,576.16
	200	\$	5,694.23	\$	-	\$	5,694.23
	300	\$	-	\$	-	\$	-
	400	\$	-	\$	-	\$	-
	500	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>26,270.39</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>26,270.39</b>
<b>GRANDTOTAL</b>		<b>\$</b>	<b>8,222,390.95</b>	<b>\$</b>	<b>(1,313,703.80)</b>	<b>\$</b>	<b>6,908,687.15</b>

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 7b

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEMS:** Budget Amendment Number Two and Three

**DIVISION:** Finance Department

**PURPOSE AND SUMMARY OF ITEMS:**

This budget amendment establishes budget for the following DOE approved grants:

21 <sup>st</sup> Century Learning Centers(HES/GWM)	173,891.00
21 <sup>st</sup> Century Learning Centers(EGHS/GES)	342,528.00
IDEA Part B Entitlement	1,733,243.00
IDEA Part B Preschool Entitlement	101,949.00
Title III (ESOL)	63,458.71
Title X Education of Homeless Children & Youth	52,250.00
Title I (based on grant application 12-13 as adjusted from the Final Approved Budget	1,251,177.00

**FUND SOURCE:** 420 Federal Funds

**AMOUNT:** \$ 3,718,496.71

**PREPARED BY:** Bonnie Wood

**POSITION:** Assistant Superintendent for Business Services

Gadsden County School Board  
 420 (Federal) Fund Estimated Revenue  
 Budget Amendment Number  
 Two

FUND 420 REVENUE OBJECT	BEGINNING ESTIMATED REVENUE 10/9/2012	BUDGET AMENDMENT NUMBER TWO	ENDING ESTIMATED REVENUE 10/9/2012
190	\$ -	\$ -	\$ -
191	\$ -	\$ -	\$ -
199	\$ 818,517.33	\$ -	\$ 818,517.33
201	\$ 172,240.73	\$ -	\$ 172,240.73
226	\$ 558,787.44	\$ -	\$ 558,787.44
227	\$ -	\$ -	\$ -
230	\$ 2,141,536.12	\$ -	\$ 2,141,536.12
240	\$ 5,982,187.67	\$ 1,251,177.00	\$ 7,233,364.67
251	\$ 4,032.82	\$ -	\$ 4,032.82
270	\$ -	\$ -	\$ -
290	\$ 525,164.14	\$ -	\$ 525,164.14
299	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 10,202,466.25</b>	<b>\$ 1,251,177.00</b>	<b>\$ 11,453,643.25</b>

**Gadsden County School Board  
420 (Federal) Fund Appropriations  
Two and Three**

420 FUND							
FUNCTION/ OBJECT	BUDGET						
	BUDGET BALANCE 10/9/2012		AMENDMENT NUMBER TWO and THREE		BUDGET BALANCE 10/18/2012		
5100	100	\$	527,394.63	\$	373,503.00	\$	900,897.63
	200	\$	79,568.53	\$	78,750.33	\$	158,318.86
	300	\$	806,172.44	\$	(426,839.00)	\$	379,333.44
	500	\$	165,660.60	\$	175,289.00	\$	340,949.60
	600	\$	412,072.02	\$	(150,938.00)	\$	261,134.02
	700	\$	-	\$	-	\$	-
	<b>FUNCTOTAL</b>		<b>\$</b>	<b>1,990,868.22</b>	<b>\$</b>	<b>49,765.33</b>	<b>\$</b>
5200	100	\$	80,380.10	\$	539,383.13	\$	619,763.23
	200	\$	20,084.07	\$	176,982.00	\$	197,066.07
	300	\$	-	\$	172,000.00	\$	172,000.00
	500	\$	585.00	\$	12,342.00	\$	12,927.00
	600	\$	-	\$	13,875.00	\$	13,875.00
	700	\$	-	\$	1,000.00	\$	1,000.00
	<b>FUNCTOTAL</b>		<b>\$</b>	<b>101,049.17</b>	<b>\$</b>	<b>915,582.13</b>	<b>\$</b>
5300	100	\$	10,259.21	\$	-	\$	10,259.21
	200	\$	3,832.03	\$	-	\$	3,832.03
	300	\$	7,261.02	\$	-	\$	7,261.02
	500	\$	27,949.81	\$	-	\$	27,949.81
	600	\$	32,080.00	\$	-	\$	32,080.00
	700	\$	16,480.08	\$	-	\$	16,480.08
	<b>FUNCTOTAL</b>		<b>\$</b>	<b>97,862.15</b>	<b>\$</b>	<b>-</b>	<b>\$</b>
5400	100	\$	1,724.54	\$	(1,724.54)	\$	-
	200	\$	2,308.28	\$	1,724.54	\$	4,032.82
	300	\$	-	\$	-	\$	-
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
	<b>FUNCTOTAL</b>		<b>\$</b>	<b>4,032.82</b>	<b>\$</b>	<b>-</b>	<b>\$</b>
5500	100	\$	446,092.55	\$	12,432.00	\$	458,524.55
	200	\$	137,487.93	\$	(10,199.00)	\$	127,288.93
	300	\$	44,660.09	\$	-	\$	44,660.09
	500	\$	8,691.52	\$	(2,233.00)	\$	6,458.52
	600	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
	<b>FUNCTOTAL</b>		<b>\$</b>	<b>636,932.09</b>	<b>\$</b>	<b>-</b>	<b>\$</b>

**Gadsden County School Board  
420 (Federal) Fund Appropriations  
Two and Three**

5900	100	\$	25,627.76	\$	180,829.00	\$	206,456.76
	200	\$	3,434.04	\$	34,084.00	\$	37,518.04
	300	\$	14,504.96	\$	20,890.00	\$	35,394.96
	500	\$	4,871.77	\$	1,645.00	\$	6,516.77
	600	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>48,438.53</b>	<b>\$</b>	<b>237,448.00</b>	<b>\$</b>	<b>285,886.53</b>
6100	100	\$	283,350.40	\$	240,279.00	\$	523,629.40
	200	\$	56,630.26	\$	67,048.10	\$	123,678.36
	300	\$	60,322.82	\$	117,950.00	\$	178,272.82
	500	\$	28,564.75	\$	50,797.00	\$	79,361.75
	600	\$	4,240.44	\$	-	\$	4,240.44
	700	\$	500.00	\$	1,000.00	\$	1,500.00
	900	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>433,608.67</b>	<b>\$</b>	<b>477,074.10</b>	<b>\$</b>	<b>910,682.77</b>
6200	100	\$	-	\$	32,000.00	\$	32,000.00
	200	\$	-	\$	9,319.00	\$	9,319.00
	300	\$	22,580.00	\$	(20,000.00)	\$	2,580.00
	500	\$	1,000.00	\$	-	\$	1,000.00
	600	\$	154,951.08	\$	71,000.00	\$	225,951.08
	700	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>178,531.08</b>	<b>\$</b>	<b>92,319.00</b>	<b>\$</b>	<b>270,850.08</b>
6300	100	\$	276,108.51	\$	610,318.00	\$	886,426.51
	200	\$	78,058.91	\$	162,599.00	\$	240,657.91
	300	\$	63,814.52	\$	102,854.00	\$	166,668.52
	500	\$	84,250.56	\$	50,954.80	\$	135,205.36
	600	\$	21.57	\$	15,000.00	\$	15,021.57
	700	\$	7,700.00	\$	5,550.00	\$	13,250.00
<b>FUNCTOTAL</b>		<b>\$</b>	<b>509,954.07</b>	<b>\$</b>	<b>947,275.80</b>	<b>\$</b>	<b>1,457,229.87</b>
6400	100	\$	1,035,381.05	\$	393,743.00	\$	1,429,124.05
	200	\$	242,357.46	\$	59,324.00	\$	301,681.46
	300	\$	290,866.55	\$	(32,448.00)	\$	258,418.55
	400	\$	-	\$	-	\$	-
	500	\$	8,892.28	\$	35,867.12	\$	44,759.40
	600	\$	2,302.94	\$	-	\$	2,302.94
	700	\$	22,000.49	\$	11,123.00	\$	33,123.49
<b>FUNCTOTAL</b>		<b>\$</b>	<b>1,601,800.77</b>	<b>\$</b>	<b>467,609.12</b>	<b>\$</b>	<b>2,069,409.89</b>



**Gadsden County School Board  
420 (Federal) Fund Appropriations  
Two and Three**


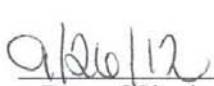

6500	100	\$	33,000.00	\$	2,000.00	\$	35,000.00
	200	\$	4,810.00	\$	4,947.00	\$	9,757.00
	300	\$	106,040.00	\$	(62,000.00)	\$	44,040.00
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	129,570.00	\$	129,570.00
	700	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>143,850.00</b>	<b>\$</b>	<b>74,517.00</b>	<b>\$</b>	<b>218,367.00</b>
7200	100	\$	15,804.23	\$	-	\$	15,804.23
	200	\$	4,646.60	\$	-	\$	4,646.60
	300	\$	239.50	\$	1,000.00	\$	1,239.50
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
	700	\$	379,743.57	\$	292,725.23	\$	672,468.80
<b>FUNCTOTAL</b>		<b>\$</b>	<b>400,433.90</b>	<b>\$</b>	<b>293,725.23</b>	<b>\$</b>	<b>694,159.13</b>
7300	100	\$	95,000.00	\$	-	\$	95,000.00
	200	\$	12,201.70	\$	-	\$	12,201.70
	300	\$	-	\$	-	\$	-
<b>FUNCTOTAL 7300</b>		<b>\$</b>	<b>107,201.70</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>107,201.70</b>
7400	600	\$	-	\$	-	\$	-
<b>FUNCTOTAL 7400</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
7600	300	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
7700	100	\$	58,800.00	\$	24,000.00	\$	82,800.00
	200	\$	17,125.00	\$	9,120.00	\$	26,245.00
	300	\$	4,145.50	\$	500.00	\$	4,645.50
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
	700	\$	1,000.00	\$	-	\$	1,000.00
<b>FUNCTOTAL</b>		<b>\$</b>	<b>81,070.50</b>	<b>\$</b>	<b>33,620.00</b>	<b>\$</b>	<b>114,690.50</b>
7800	100	\$	50,029.29	\$	55,600.00	\$	105,629.29
	200	\$	14,405.35	\$	9,939.00	\$	24,344.35
	300	\$	331,526.92	\$	54,990.00	\$	386,516.92
	400	\$	11,137.25	\$	-	\$	11,137.25
	500	\$	1,262.17	\$	-	\$	1,262.17
	600	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>408,360.98</b>	<b>\$</b>	<b>120,529.00</b>	<b>\$</b>	<b>528,889.98</b>

**Gadsden County School Board  
420 (Federal) Fund Appropriations  
Two and Three**

7900	100	\$	9,201.39	\$	7,674.00	\$	16,875.39
	200	\$	5,027.96	\$	1,358.00	\$	6,385.96
	300	\$	33,824.33	\$	-	\$	33,824.33
	400	\$	1,836.91	\$	-	\$	1,836.91
	500	\$	96.40	\$	-	\$	96.40
	600	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>49,986.99</b>	<b>\$</b>	<b>9,032.00</b>	<b>\$</b>	<b>59,018.99</b>
8100	100	\$	-	\$	-	\$	-
	200	\$	-	\$	-	\$	-
	300	\$	-	\$	-	\$	-
	500	\$	935.12	\$	-	\$	935.12
	600	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>935.12</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>935.12</b>
8200	100	\$	-	\$	-	\$	-
	200	\$	-	\$	-	\$	-
	500	\$	49,000.00	\$	-	\$	49,000.00
	600	\$	38,500.00	\$	-	\$	38,500.00
<b>FUNCTOTAL</b>		<b>\$</b>	<b>87,500.00</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>87,500.00</b>
9100	100	\$	20,576.16	\$	-	\$	20,576.16
	200	\$	5,694.23	\$	-	\$	5,694.23
	300	\$	-	\$	-	\$	-
	400	\$	-	\$	-	\$	-
	500	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>26,270.39</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>26,270.39</b>
<b>GRANDTOTAL</b>		<b>\$</b>	<b>6,908,687.15</b>	<b>\$</b>	<b>3,718,496.71</b>	<b>\$</b>	<b>10,627,183.86</b>

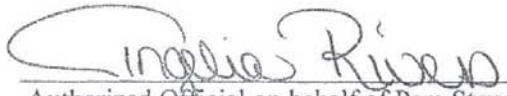

**Florida Department of Education  
Project Award Notification**

Proj. 4224435  
**ORIGINAL**

<b>1 PROJECT RECIPIENT</b> Gadsden County School District	<b>2 PROJECT NUMBER</b> 200-2443A-3CCC2
<b>3 PROJECT/PROGRAM TITLE</b> 2012-2013 21st Century Community Learning Centers  <p align="center"><b>TAPS 13B028</b></p>	<b>4 AUTHORITY</b> 84.287C 21st CCLC NCLB, Title IV, Part B
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 08/01/2012 - 07/31/2013 Program Period: 08/01/2012 - 07/31/2013
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$ 173,891.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 173,891.00	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>Last date for incurring expenditures and issuing purchase orders: <u>07/31/2013</u></li> <li>Date that all obligations are to be liquidated and final disbursement reports submitted: <u>09/20/2013</u></li> <li>Last date for receipt of proposed budget and program amendments: <u>07/31/2013</u></li> <li>Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>Date(s) for program reports:</li> </ul>	
<b>10 DOE CONTACTS</b> Program: Lingo, Lani Phone: (850) 245 - 0852 Email: <a href="mailto:Lani.Lingo@fldoe.org">Lani.Lingo@fldoe.org</a> Grants Management: Unit B (850) 245-0496	<b>11 DOE FISCAL DATA</b>  DBS: 40 90 60 EO: 44 Object: 720035
<b>12 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs.</li> <li>For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20<sup>th</sup> of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System.</li> <li>Other: <b>See page 2</b></li> </ul>	
<b>13 APPROVED:</b>  <div style="display: flex; justify-content: space-between;"> <div data-bbox="113 1701 771 1843">                   _____                  Authorized Official on behalf of Pam Stewart                  Commissioner of Education             </div> <div data-bbox="876 1701 1201 1843">                   _____                  Date of Signing             </div> <div data-bbox="1315 1585 1526 1795" style="text-align: right;">  </div> </div>	

**Florida Department of Education  
Project Award Notification**

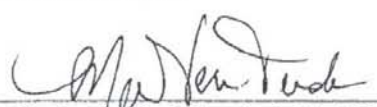
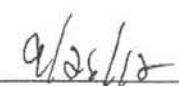

*Proj. 422 4432*

<b>1 PROJECT RECIPIENT</b> Gadsden County School District	<b>2 PROJECT NUMBER</b> 200-2443A-3CCC1
<b>3 PROJECT/PROGRAM TITLE</b> 2012-2013 21st Century Community Learning Centers  <p align="center">TAPS 13B028</p>	<b>4 AUTHORITY</b> 84.287C 21st CCLC NCLB, Title IV, Part B
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 08/01/2012 - 07/31/2013 Program Period: 08/01/2012 - 07/31/2013
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$ 342,528.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 342,528.00	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>• Last date for incurring expenditures and issuing purchase orders: <span style="float: right;"><u>07/31/2013</u></span></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <span style="float: right;"><u>09/20/2013</u></span></li> <li>• Last date for receipt of proposed budget and program amendments: <span style="float: right;"><u>07/31/2013</u></span></li> <li>• Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>• Date(s) for program reports:</li> </ul>	
<b>10 DOE CONTACTS</b> Program: Lingo, Lani Phone: (850) 245 - 0852 Email: <a href="mailto:Lani.Lingo@fldoe.org">Lani.Lingo@fldoe.org</a> Grants Management: Unit B (850) 245-0496	<b>11 DOE FISCAL DATA</b>  DBS: 40 90 60 EO: 44 Object: 720035
<b>12 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>• This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs.</li> <li>• For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20<sup>th</sup> of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System.</li> <li>• Other: See page 2</li> </ul>	
<b>13 APPROVED:</b>  <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;">   <hr style="width: 100%;"/> <p>Authorized Official on behalf of Pam Stewart Commissioner of Education</p> </div> <div style="width: 45%; text-align: center;"> <p><i>Sept 11, 2012</i></p> <hr style="width: 100%;"/> <p>Date of Signing</p> </div> <div style="width: 10%; text-align: right;">  </div> </div>	

DOE-200  
Revised 02/05

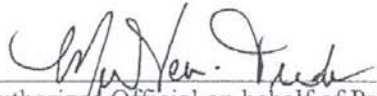
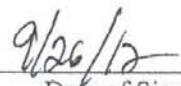

**Florida Department of Education  
Project Award Notification**

Proj. 4226330

<b>1 PROJECT RECIPIENT</b> Gadsden County School District	<b>2 PROJECT NUMBER</b> 200-2633A-3CB01
<b>3 PROJECT/PROGRAM TITLE</b> IDEA, Part B, Entitlement  <p align="center">TAPS 13C001</p>	<b>4 AUTHORITY</b> 84.027A IDEA Part B K-12 Entitlement
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 07/01/2012 - 06/30/2013 Program Period: 07/01/2012 - 06/30/2013
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$ 1,733,243.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 1,733,243.00	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>• Last date for incurring expenditures and issuing purchase orders: <span style="float: right;"><u>06/30/2013</u></span></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <span style="float: right;"><u>08/20/2013</u></span></li> <li>• Last date for receipt of proposed budget and program amendments: <span style="float: right;"><u>06/30/2013</u></span></li> <li>• Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>• Date(s) for program reports:</li> </ul>	
<b>10 DOE CONTACTS</b> BEESS: Virginia Sasser Phone: (850) 245-0475 Email: <a href="mailto:Virginia.Sasser@fldoe.org">Virginia.Sasser@fldoe.org</a> Grants Management: Unit C (850) 245-0496	<b>Comptroller's Office</b> (850) 245-0401
<b>11 DOE FISCAL DATA</b>  DBS: 40 90 40 EO: ED Object: 720035	
<b>12 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>• This project and any amendments are subject to the procedures outlined in the <i>Project Application and Amendment Procedures for Federal and State Programs</i> (Green Book) and the <i>General Assurances for Participation in Federal and State Programs</i>.</li> <li>• Recipients of IDEA funds may expend only 25% of the <b>Current Approved Budget</b>, as noted above in #7, <b>Authorized Funding</b>, until the remaining amount of Florida's award is issued. Recipients will be notified once the remaining amount of the award is issued, <u>which may occur on or about October 1, 2012.</u></li> <li>• If roll forward funds have been estimated and the actual amount of roll authorized by the Comptroller EXCEEDS that estimated amount, recipients must submit an amendment for the remaining funds. Once the award is issued, CARDS will show the full amount of authorized roll funds.</li> <li>• For federal cash advance projects <b>monthly expenditures must be submitted to the Comptroller's Office by the 20<sup>th</sup> of each month for the preceding month's disbursements utilizing the Online Disbursement Reporting System.</b></li> <li>• IDEA funds are for the <i>excess costs of providing special education and related services for students with disabilities</i>. Using IDEA funds to employ professional instructional personnel with direct student contact and including any positions which were funded through Florida Education Finance Program (FEFP) may contribute to the reduction of cost factors and affect compliance with maintenance of effort (MOE).</li> </ul>	
<b>13 APPROVED:</b>  <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">   <hr/>                         Authorized Official on behalf of Pam Stewart                          Commissioner of Education                     </div> <div style="width: 45%;">   <hr/>                         Date of Signing                     </div> <div style="width: 10%; text-align: center;">  </div> </div>	

**Florida Department of Education  
Project Award Notification**



*Proj. 4226730*

<b>1 PROJECT RECIPIENT</b> Gadsden County School District	<b>2 PROJECT NUMBER</b> 200-2673A-3CP01
<b>3 PROJECT/PROGRAM TITLE</b> IDEA Part B Preschool Entitlement  <p align="center"><b>TAPS 13C002</b></p>	<b>4 AUTHORITY</b> 84.173A IDEA Part B - Preschool
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 07/01/2012 - 06/30/2013 Program Period: 07/01/2012 - 06/30/2013
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$ 101,949.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 101,949.00	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>• Last date for incurring expenditures and issuing purchase orders: <span style="float: right;"><u>06/30/2013</u></span></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <span style="float: right;"><u>08/20/2013</u></span></li> <li>• Last date for receipt of proposed budget and program amendments: <span style="float: right;"><u>06/30/2013</u></span></li> <li>• Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>• Date(s) for program reports:</li> </ul>	
<b>10 DOE CONTACTS</b> BEESS: Virginia Sasser Phone: (850) 245-0475 Email: <a href="mailto:Virginia.Sasser@fldoe.org">Virginia.Sasser@fldoe.org</a> Grants Management: Unit C (850) 245-0496	<b>11 DOE FISCAL DATA</b>  DBS: 40 90 40 EO: 73 Object: 720035
<b>12 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>• This project and any amendments are subject to the procedures outlined in the <i>Project Application and Amendment Procedures for Federal and State Programs</i> (Green Book) and the <i>General Assurances for Participation in Federal and State Programs</i>.</li> <li>• If roll forward funds have been estimated and the actual amount of roll authorized by the Comptroller EXCEEDS that estimated amount, recipients must submit an amendment for the remaining funds. Once the award is issued, CARDS will show the full amount of authorized roll funds.</li> <li>• For federal cash advance projects monthly expenditures must be submitted to the Comptroller's Office by the 20<sup>th</sup> of each month for the preceding month's disbursements utilizing the Online Disbursement Reporting System.</li> <li>• IDEA funds are for the <i>excess costs of providing special education and related services for students with disabilities</i>. Using IDEA funds to employ professional instructional personnel with direct student contact and any positions which were funded through Florida Education Finance Program (FEFP) may contribute to the reduction of cost factors and affect compliance with maintenance of effort (MOE).</li> </ul>	
<b>13 APPROVED:</b>  <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">   <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>                     Authorized Official on behalf of Pam Stewart                      Commissioner of Education                 </div> <div style="width: 45%; text-align: center;">   <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>                     Date of Signing                 </div> <div style="width: 10%; text-align: right;">  </div> </div>	

DOE 200  
Rev. 02/05

**Florida Department of Education  
Project Award Notification**

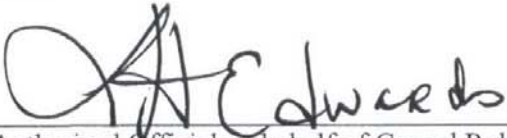
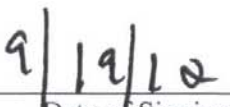

*Proj. 4210230*

<b>1 PROJECT RECIPIENT</b> Gadsden County School District	<b>2 PROJECT NUMBER</b> 200-1023A-3C001
<b>3 PROJECT/PROGRAM TITLE</b> Title III Part A Supplementary Instructional Support for English Language Learners  <p align="center"><b>TAPS 13A014</b></p>	<b>4 AUTHORITY</b> <b>84.365A Title III, Part B, Improving Language Instruction</b>
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 07/01/2012 - 06/30/2013 Program Period: 07/01/2012 - 06/30/2013
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$ 63,458.46 Amendment Amount: Estimated Roll Forward: \$ .25 Certified Roll Amount: Total Project Amount: \$ 63,458.71	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>• Last date for incurring expenditures and issuing purchase orders: <span style="float: right;"><u>06/30/2013</u></span></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <span style="float: right;"><u>08/20/2013</u></span></li> <li>• Last date for receipt of proposed budget and program amendments: <span style="float: right;"><u>06/30/2013</u></span></li> <li>• Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>• Date(s) for program reports:</li> </ul>	
<b>10 DOE CONTACTS</b> <b>Program:</b> Pat Faircloth <b>Phone:</b> (850) 245 - 0885 <b>Email:</b> <a href="mailto:Pat.Faircloth@fldoe.org">Pat.Faircloth@fldoe.org</a> <b>Grants Management:</b> Unit A (850) 245-0496	<b>11 DOE FISCAL DATA</b>  DBS: 40 90 50 EO: 32 Object: 720035
<b>12 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>• This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs.</li> <li>• For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20<sup>th</sup> of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System.</li> <li>• If the district includes estimated roll-forward funds, the district will be authorized to expend estimated roll-forward funds when the Department of Education Comptroller's Office certifies these funds.                       Agencies receiving funds under Title III, No Child Left Behind may use not more than two percent (2%) of such funds for the cost of administering the program.</li> </ul>	
<b>13 APPROVED:</b>  <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;">   <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>                     Authorized Official on behalf of Pam Stewart                      Commissioner of Education                 </div> <div style="width: 45%; text-align: center;"> <p><i>9-27-12</i></p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>                     Date of Signing                 </div> </div> <div style="text-align: right; margin-top: 20px;">  </div>	

DOE-200  
Revised 02/05

**Florida Department of Education  
Project Award Notification**

*Proj. 4212730*

<b>1 PROJECT RECIPIENT</b> Gadsden County School District	<b>2 PROJECT NUMBER</b> 200-1273A-3CH01
<b>3 PROJECT/PROGRAM TITLE</b> Title X Part C Education of Homeless Children & Youth  <p align="center"><b>TAPS 13A095</b></p>	<b>4 AUTHORITY</b> <b>84.196A Homeless ED, Title X, Part C NCLB</b>
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b>  Budget Period: 07/01/2012 - 06/30/2013 Program Period: 07/01/2012 - 06/30/2013
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$ 52,250.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 52,250.00	<b>8 REIMBURSEMENT OPTION</b> Federal Cash Advance
<b>9 TIMELINES</b> <ul style="list-style-type: none"> <li>• Last date for incurring expenditures and issuing purchase orders: <span style="float: right;"><u>06/30/2013</u></span></li> <li>• Date that all obligations are to be liquidated and final disbursement reports submitted: <span style="float: right;"><u>08/20/2013</u></span></li> <li>• Last date for receipt of proposed budget and program amendments: <span style="float: right;"><u>06/30/2013</u></span></li> <li>• Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:</li> <li>• Date(s) for program reports:</li> </ul>	
<b>10 DOE CONTACTS</b> <b>Program:</b> Lorraine Allen Phone: (850) 245 - 0668 Email: <a href="mailto:Lorraine.Allen@fldoe.org">Lorraine.Allen@fldoe.org</a> <b>Grants Management:</b> Unit A (850) 245-0496	<b>11 DOE FISCAL DATA</b>  DBS: 40 90 20 EO: 73 Object: 720035
<b>12 TERMS AND SPECIAL CONDITIONS</b> <ul style="list-style-type: none"> <li>• This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs.</li> <li>• For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20<sup>th</sup> of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System.</li> </ul>	
<b>13 APPROVED:</b>  <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">   <hr style="width: 100%;"/>                 Authorized Official on behalf of Gerard Robinson                  Commissioner of Education             </div> <div style="text-align: center;">   <hr style="width: 100%;"/>                 Date of Signing             </div> <div style="text-align: right;">  </div> </div>	

DOE-200  
Revised 02/05



<b>FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION</b>		TAPS: 1. 13A001	
Please return to:  Florida Department of Education Office of Grants Management Room 332, Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0496	<b>A) Name and Address of Eligible Applicant:</b>  Gadsden County District School Board 35 MARTIN LUTHER KING JR BLVD QUINCY, FL 32351	<b>DOE USE ONLY</b>  Date Received	
<b>B) Applicant Contact Information</b>			
Contact Name: Rose Raynak		Telephone Number: 850-627-9651 Ext: 1600	
Mailing Address: 35 Martin Luther King Boulevard Quincy, FL		Fax Number: 850-875-2983	
E-mail Address: RaynakR@gcpsmail.com			
<b>Programs</b>			
<b>C) Program Name:</b>	<b>Project Number: (DOE Assigned):</b>	<b>D) Total Funds Requested:</b>	<b>Total Approved Funds (DOE USE ONLY):</b>
1. Title I, Part A: Improving the Academic Achievement of the Disadvantaged 2012-2013	200-2123A-3C001	\$3,517,894.00	
<b>CERTIFICATION</b>			
I, <u>Reginald C. James</u> do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of general assurances and specific programmatic assurances for this project. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited. Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.			
E) _____ Signature of Agency Head			

DOE 100



Gerard Robinson, Commissioner

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 7c

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEMS:** Budget Amendment Number Four

**DIVISION:** Finance Department

**PURPOSE AND SUMMARY OF ITEMS:**

Board approval is requested for this budget amendment that corrects function and object in the roll forwards from prior year.

**FUND SOURCE:** 434 (ARRA) Race To The Top

**AMOUNT:** \$ 85,909.80

**PREPARED BY:** Bonnie Wood

**POSITION:** Assistant Superintendent for Business Services

**Gadsden County School Board**  
**434 (ARRA Race To The Top) Fund Appropriations**  
**Budget Amendment Number**  
**Four**

434 FUND		BEGINNING BUDGET 10/17/2012		BUDGET AMENDMENT NUMBER FOUR		BUDGET BALANCE 10/18/2012	
FUNCTION/ OBJECT							
5100	100	\$	402,643.96	\$	169,364.14	\$	572,008.10
K-12 Instructional	200	\$	93,010.31	\$	8,353.83	\$	101,364.14
	300	\$	(1,200.00)	\$	-	\$	(1,200.00)
	500	\$	228,974.47	\$	(7,470.37)	\$	221,504.10
	600	\$	3,514.75	\$	7,470.37	\$	10,985.12
	700	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>726,943.49</b>	<b>\$</b>	<b>177,717.97</b>	<b>\$</b>	<b>904,661.46</b>
5200							
Exceptional	100	\$	(3,607.52)	\$	-	\$	(3,607.52)
	200	\$	(276.00)	\$	-	\$	(276.00)
<b>FUNCTOTAL</b>		<b>\$</b>	<b>(3,883.52)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>(3,883.52)</b>
5300	100	\$	12,978.44	\$	89,428.00	\$	102,406.44
Vocational Technical	200	\$	107,774.02	\$	(73,073.09)	\$	34,700.93
	300	\$	122,613.28	\$	(79,673.77)	\$	42,939.51
	500	\$	76,500.54	\$	(21,374.63)	\$	55,125.91
	600	\$	158,851.36	\$	(51,400.49)	\$	107,450.87
	700	\$	68,155.75	\$	(48,035.75)	\$	20,120.00
<b>FUNCTOTAL</b>		<b>\$</b>	<b>546,873.39</b>	<b>\$</b>	<b>(184,129.73)</b>	<b>\$</b>	<b>362,743.66</b>
5500							
Pre-Kindergarten	100	\$	40,379.28	\$	-	\$	40,379.28
	200	\$	(4,608.00)	\$	-	\$	(4,608.00)
<b>FUNCTOTAL</b>		<b>\$</b>	<b>35,771.28</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>35,771.28</b>
6100							
Pupil Personnel Service	100	\$	21,000.00	\$	-	\$	21,000.00
	200	\$	2,477.10	\$	-	\$	2,477.10
	300	\$	8,899.52	\$	-	\$	8,899.52
	500	\$	5,802.87	\$	-	\$	5,802.87
	600	\$	137.97	\$	(717.97)	\$	(580.00)
<b>FUNCTOTAL</b>		<b>\$</b>	<b>38,317.46</b>	<b>\$</b>	<b>(717.97)</b>	<b>\$</b>	<b>37,599.49</b>

**Gadsden County School Board**  
**434 (ARRA Race To The Top) Fund Appropriations**  
**Budget Amendment Number**  
**Four**

<b>6200</b>						
Instructional	100	\$	1,778.93	\$	-	\$ 1,778.93
Media Service	200	\$	10,000.00	\$	-	\$ 10,000.00
	300	\$	-	\$	85,909.80	\$ 85,909.80
<b>FUNCTOTAL</b>		<b>\$</b>	<b>11,778.93</b>	<b>\$</b>	<b>85,909.80</b>	<b>\$ 97,688.73</b>
<b>6300</b>						
Instructioanl	200	\$	-	\$	-	\$ -
Curriculum Dev.	300	\$	382.51	\$	(2,733.49)	\$ (2,350.98)
<b>FUNCTOTAL</b>		<b>\$</b>	<b>382.51</b>	<b>\$</b>	<b>(2,733.49)</b>	<b>\$ (2,350.98)</b>
<b>6400</b>						
Instructional	100	\$	29,234.59	\$	-	\$ 29,234.59
Instructional	200	\$	64,365.00	\$	-	\$ 64,365.00
Staff Training	300	\$	5,797.90	\$	18,239.03	\$ 24,036.93
	500	\$	12,952.00	\$	-	\$ 12,952.00
	600	\$	18,535.00	\$	-	\$ 18,535.00
	700	\$	5,406.29	\$	-	\$ 5,406.29
<b>FUNCTOTAL</b>		<b>\$</b>	<b>136,290.78</b>	<b>\$</b>	<b>18,239.03</b>	<b>\$ 154,529.81</b>
<b>6500</b>						
Instructional	300	\$	14,000.00	\$	-	\$ 14,000.00
Instructional	600	\$	51,937.83	\$	(55,035.81)	\$ (3,097.98)
Related	700	\$	-	\$	45,832.48	\$ 45,832.48
Technology						
<b>FUNCTOTAL</b>		<b>\$</b>	<b>65,937.83</b>	<b>\$</b>	<b>(9,203.33)</b>	<b>\$ 56,734.50</b>
<b>7200</b>						
General Admin.	600	\$	-	\$	-	\$ -
	700	\$	7,809.21	\$	7,179.35	\$ 14,988.56
<b>FUNCTOTAL</b>		<b>\$</b>	<b>7,809.21</b>	<b>\$</b>	<b>7,179.35</b>	<b>\$ 14,988.56</b>
<b>7300</b>						
School Admin	100	\$	31,002.32	\$	-	\$ 31,002.32
	200	\$	4,042.50	\$	-	\$ 4,042.50
<b>FUNCTOTAL</b>		<b>\$</b>	<b>35,044.82</b>	<b>\$</b>	<b>-</b>	<b>\$ 35,044.82</b>
<b>7400</b>						
Facilities Acq	300	\$	31,573.95	\$	-	\$ 31,573.95
	600	\$	5,000.00	\$	-	\$ 5,000.00
<b>FUNCTOTAL</b>		<b>\$</b>	<b>36,573.95</b>	<b>\$</b>	<b>-</b>	<b>\$ 36,573.95</b>

**Gadsden County School Board**  
**434 (ARRA Race To The Top) Fund Appropriations**  
**Budget Amendment Number**  
**Four**

7700	100	\$	5,000.00	\$	-	\$	5,000.00
Central Services	200	\$	44,592.26	\$	-	\$	44,592.26
	300	\$	12,769.04	\$	(9,786.07)	\$	2,982.97
<b>FUNCTOTAL</b>		<b>\$</b>	<b>62,361.30</b>	<b>\$</b>	<b>(9,786.07)</b>	<b>\$</b>	<b>52,575.23</b>
7800	100	\$	1,630.22	\$	(1,828.22)	\$	(198.00)
Transportation	200	\$	17,743.63	\$	(17,771.03)	\$	(27.40)
	300	\$	4,697.21	\$	9,302.79	\$	14,000.00
	600	\$	-	\$	13,730.70	\$	13,730.70
<b>FUNCTOTAL</b>		<b>\$</b>	<b>24,071.06</b>	<b>\$</b>	<b>3,434.24</b>	<b>\$</b>	<b>27,505.30</b>
8200	100	\$	-	\$	-	\$	-
Admin	200	\$	-	\$	-	\$	-
Technology	300	\$	7,925.55	\$	-	\$	7,925.55
Services	400	\$	-	\$	-	\$	-
<b>FUNCTOTAL</b>		<b>\$</b>	<b>7,925.55</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>7,925.55</b>
<b>GRANDTOTAL</b>		<b>\$</b>	<b>1,732,198.04</b>	<b>\$</b>	<b>85,909.80</b>	<b>\$</b>	<b>1,818,107.84</b>

Gadsden County School Board  
 434 (ARRA Race To The Top) Fund Estimated Revenue  
 Budget Amendment Number  
 Four

434 REVENUE OBJECT	ESTIMATED REVENUE 10/17/12	BUDGET AMENDMENT NUMBER FOUR	ENDING ESTIMATED 10/18/2012
214	\$ 1,732,198.04	\$ 85,909.80	\$ 1,818,107.84
<b>GRAND TOTAL</b>	<b>\$ 1,732,198.04</b>	<b>\$ 85,909.80</b>	<b>\$ 1,818,107.84</b>

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 7d

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEMS:** Revisions to Final Budget Due to Increased Assessed Valuation

**DIVISION:** Finance Department

**PURPOSE AND SUMMARY OF ITEMS:**

Board Approval is requested for the revisions to the Final Budget due to the increase in assessed valuation.

Page 1 shows the increase of \$13,718,708 in Taxable Value from \$1,377,106,053 to \$1,390,824,761. Page 2 indicates additional revenue in District School Taxes of \$81,904.62, from \$8,221,653.00 to 8,303,557.62. This additional revenue is budgeted in Direct Instruction salaries on Page 3.

In the Capital Improvement Fund, both the revenue and expenditures are increased by \$19,754.66 to reflect the effect of the additional assessed valuation. The additional revenue is shown in revenue code 3413 District Local Capital Improvement Tax and the additional appropriation is included in object 680 – Remodeling and Renovations.

**FUND SOURCE:** General Fund and Capital Improvements Revenues

**AMOUNT:** \$81,914,62 – General Fund and \$19,754.66 – Capital Improvements Fund

**PREPARED BY:** Bonnie Wood

**POSITION:** Assistant Superintendent for Business Services

SECTION I. ASSESSMENT AND MILLAGE LEVIES

A. Certification of Taxable Value of Property in County by Property Appraiser

1,390,824,761.00
------------------

B. Millage Levies on Nonexempt Property:

	DISTRICT MILLAGE LEVIES		
	Nonvoted	Voted	Total
1. Required Local Effort	5.1840		5.1840
2. Prior Period Funding Adjustment Millage	0.0370		0.0370
3. Discretionary Operating	0.7480		0.7480
4. Critical Operating Needs	0.2500		0.2500
5. Additional Operating			
6. Additional Capital Improvement			
7. Local Capital Improvement	1.5000		1.5000
8. Discretionary Capital Improvement			
9. Critical Capital Outlay Needs			
10. Debt Service			
<b>TOTAL MILLS</b>	<b>7.7190</b>		<b>7.7190</b>



DISTRICT SCHOOL BOARD OF GADSDEN COUNTY  
DISTRICT SUMMARY BUDGET  
For Fiscal Year Ending June 30, 2013

SECTION II. GENERAL FUND - FUND 100

Page 2

ESTIMATED REVENUES	Account Number	
<i>FEDERAL:</i>		
Federal Impact, Current Operations	3121	
Reserve Officers Training Corps (ROTC)	3191	134,389.00
Miscellaneous Federal Direct	3199	
Total Federal Direct	3100	134,389.00
<i>FEDERAL THROUGH STATE AND LOCAL:</i>		
Medicaid	3202	150,000.00
National Forest Funds	3255	
Federal Through Local	3280	
Miscellaneous Federal through State	3299	
Total Federal Through State And Local	3200	150,000.00
<i>STATE:</i>		
Florida Education Finance Program (FEFP)	3310	21,607,616.00
Workforce Development	3315	817,089.00
Workforce Development Capitalization Incentive Grant	3316	
Workforce Education Performance Incentive	3317	4,625.00
Adults With Disabilities	3318	272,048.00
CO & DS Withheld for Administrative Expense	3323	
Diagnostic and Learning Resources Centers	3335	
Racing Commission Funds	3341	223,250.00
State Forest Funds	3342	8,467.00
State License Tax	3343	17,000.00
District Discretionary Lottery Funds	3344	
Class Size Reduction Operating Funds	3355	5,926,750.00
School Recognition Funds	3361	322,721.00
Excellent Teaching Program	3363	
Voluntary Prekindergarten Program	3371	780,649.00
Preschool Projects	3372	
Reading Programs	3373	
Full Service Schools	3378	
Other Miscellaneous State Revenue	3399	5,000.00
Total State	3300	29,985,215.00
<i>LOCAL:</i>		
District School Taxes	3411	8,303,557.62
Tax Redemptions	3421	
Payment in Lieu of Taxes	3422	
Excess Fees	3423	
Tuition (Non-Resident)	3424	
Rent	3425	1,000.00
Interest, Including Profit On Investment	3430	10,000.00
Gifts, Grants and Bequests	3440	
Adult General Education Course Fees	3461	
Postsecondary Vocational Course Fees	3462	45,000.00
Continuing Workforce Education Course Fees	3463	
Capital Improvement Fees	3464	
Postsecondary Lab Fees	3465	
Lifelong Learning Fees	3466	
General Education Development (GED) Testing Fees	3467	5,000.00
Financial Aid Fees	3468	
Other Student Fees	3469	
Preschool Program Fees	3471	
Prekindergarten Early Intervention Fees	3472	
School Age Child Care Fees	3473	
Other School, Course, and Class Fees	3479	
Miscellaneous Local Sources	3490	300,000.00
Total Local	3400	8,664,557.62
<b>TOTAL ESTIMATED REVENUES</b>		<b>38,934,161.62</b>
<b>OTHER FINANCING SOURCES</b>		
Loans	3720	
Sale of Capital Assets	3730	
Loss Recoveries	3740	
<i>Transfers In:</i>		
From Debt Service Funds	3620	
From Capital Projects Funds	3630	900,000.00
From Special Revenue Funds	3640	
From Permanent Funds	3660	
From Internal Service Funds	3670	
From Enterprise Funds	3690	
Total Transfers In	3600	900,000.00
<b>TOTAL OTHER FINANCING SOURCES</b>		<b>900,000.00</b>
Fund Balance, July 1, 2012	2800	3,844,850.42
<b>TOTAL ESTIMATED REVENUES, OTHER FINANCING SOURCES, AND FUND BALANCE</b>		<b>43,679,012.04</b>

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY  
DISTRICT SUMMARY BUDGET  
For Fiscal Year Ending June 30, 2013

SECTION II. GENERAL FUND - FUND 100 (Continued)

APPROPRIATIONS	Account Number	Totals	Page 3						
			Salaries 100	Employee Benefits 200	Purchased Services 300	Energy Services 400	Materials & Supplies 500	Capital Outlay 600	Other Expenses 700
Instruction	5000	22,075,163.12	14,931,493.04	3,252,463.00	3,010,466.46				
Pupil Personnel Services	6100	1,643,885.10	1,148,311.17	253,920.67	203,252.52			842,272.09	26,024.68
Instructional Media Services	6200	771,029.37	444,967.50	123,475.33	168,817.71			30,683.49	401.25
Instruction and Curriculum Development Services	6300	1,035,296.94	845,119.57	171,721.22	11,044.06			21,471.95	12,296.88
Instructional Staff Training Services	6400	163,420.21	74,865.12	14,448.48	49,530.62			2,707.12	4,014.64
Instructional Related Technology	6500	45,168.31	35,244.12	9,146.37	777.82			17,909.35	
Board	7100	581,009.98	141,721.74	199,666.09	135,738.15				
General Administration	7200	465,925.60	247,768.21	121,716.04	65,049.25			4,419.96	4,209.32
School Administration	7300	3,240,632.42	2,642,842.83	573,576.99	7,815.82			14,979.03	3,706.09
Facilities Acquisition and Construction	7400	135,890.13	66,189.88	15,730.36	53,969.89			16,297.78	
Fiscal Services	7500	453,824.93	313,895.42	66,316.69	62,742.18				
Food Service	7600							9,386.64	
Central Services	7700	339,755.61	202,604.81	42,679.67	75,289.07				1,484.00
Pupil Transportation Services	7800	3,578,520.97	2,028,615.26	581,050.61	154,794.66			13,211.36	898.00
Operation of Plant	7900	5,455,737.36	1,177,216.02	369,346.42	1,902,990.60	579,867.83		234,192.61	
Maintenance of Plant	8100	1,583,215.33	547,911.37	134,431.58	665,767.06	1,905,288.19		77,096.30	21,900.00
Administrative Technology Services	8200	457,536.66	178,414.65	38,276.77	187,799.68	9,925.59		199,330.46	23,006.81
Community Services	9100							16,756.15	18,810.61
Debt Service	9200								21,478.80
Other Capital Outlay	9300								
<b>TOTAL APPROPRIATIONS</b>		42,026,012.04	25,023,180.71	5,967,966.29	6,755,845.55	2,495,081.61	1,500,714.29		115,268.28
<b>OTHER FINANCING USES:</b>									
Transfers Out - (Function 9700)									167,953.31
To Debt Service Funds	920								
To Capital Projects Funds	930								
To Special Revenue Funds	940								
To Permanent Funds	960								
To Internal Service Funds	970								
To Enterprise Funds	990								
Total Transfers Out	9700								
<b>TOTAL OTHER FINANCING USES</b>									
Nonspendable Fund Balance, June 30, 2013	2710								
Restricted Fund Balance, June 30, 2013	2720	392,219.64							
Committed Fund Balance, June 30, 2013	2730								
Assigned Fund Balance, June 30, 2013	2740								
Unassigned Fund Balance, June 30, 2013	2750	1,260,780.36							
<b>TOTAL ENDING FUND BALANCE</b>	2700	1,653,000.00							
<b>TOTAL APPROPRIATIONS, OTHER FINANCING USES, AND FUND BALANCE</b>		43,679,012.04							

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY  
DISTRICT SUMMARY BUDGET  
For Fiscal Year Ending June 30, 2013

SECTION VIII. CAPITAL PROJECTS FUNDS

ESTIMATED REVENUES	Account Number	Totals	310 Capital Outlay Bond Issues (COBT)	320 Special Act Bonds (Racetrack)	330 Section 1011.14-15 F.S. Loans	340 Public Education Cap Outlay (PECO)	350 District Bonds	360 Capital Outlay & Debt Service Funds	370 Cap. Improvements Section 1011.71(2)	380 Voted Capital Improvements	390 Other Capital Projects	399 ARRA Economic Stimulus Projects	Page 19
<b>FEDERAL DIRECT SOURCES</b>													
Other Federal Direct	3190												
Total Federal Direct Sources	3100												
<b>FEDERAL THROUGH STATE SOURCES</b>													
Other Federal Through State	3290												
Total Federal Through State Sources	3200												
<b>STATE SOURCES</b>													
CO & DS Distributed	3321	40,000.00											
Interest on Undistributed CO & DS	3325							40,000.00					
Racing Commission Funds	3341												
Public Education Capital Outlay (PECO)	3391												
Classrooms First Program	3392												
School Infrastructure Thrift Program	3393												
Effort Index Grants	3394												
Smart Schools Small County Asst. Program	3395												
Class Size Reduction/Capital Funds	3396												
Charter School Capital Outlay Funding	3397	104,871.00											
Other Miscellaneous State Revenue	3399										104,871.00		
Total State Sources	3300	144,871.00						40,000.00			104,871.00		
<b>LOCAL SOURCES</b>													
District Local Capital Improvement Tax	3413	2,002,787.66											
Local Sales Tax	3418								2,002,787.66				
Tax Redemptions	3421												
Interest, Including Profit on Investment	3430												
Gifts, Grants, and Bequests	3440												
Miscellaneous Local Sources	3490												
Impact Fees	3496												
Refunds of Prior Year Expenditures	3497												
Total Local Sources	3400	2,002,787.66											
<b>TOTAL ESTIMATED REVENUES</b>		<b>2,147,658.66</b>							2,002,787.66				
<b>OTHER FINANCING SOURCES</b>													
Issuance of Bonds	3710							40,000.00	2,002,787.66		104,871.00		
Loans	3720												
Sale of Capital Assets	3710												
Loss Recoveries	3740												
Proceeds of Certificates of Participation	3750												
<b>Transfers In</b>													
From General Fund	3610												
From Debt Service Funds	3620												
From Special Revenue Funds	3640												
Interfund (Capital Projects Only)	3650												
From Permanent Funds	3660												
From Internal Service Funds	3670												
From Enterprise Funds	3690												
Total Transfers In	3600												
<b>TOTAL OTHER FINANCING SOURCES</b>													
Fund Balances, July 1, 2012	2800	2,775,739.23											
<b>TOTAL ESTIMATED REVENUES, OTHER FINANCING SOURCES, AND FUND BALANCES</b>		<b>4,923,397.89</b>						160,444.60	2,401,276.13		214,018.50		
								200,444.60	4,404,061.79		318,889.50		

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY  
DISTRICT SUMMARY BUDGET  
For Fiscal Year Ending June 30, 2013

SECTION VIII. CAPITAL PROJECTS FUNDS (Continued)

APPROPRIATIONS	Account Number	Totals	Page 20									
			310 Capital Outlay Bond Issues (COBI)	320 Special Act Bonds (Racetrack)	330 Section 1011 14-15 F S Loans	340 Public Education Cap Outlay (PECO)	350 District Bonds	360 Capital Outlay & Debt Service Funds	370 Cap Improvements Section 1011.71(2)	380 Voted Capital Improvements	390 Other Capital Projects	399 ARRA Economic Stimulus Projects
<i>Appropriations: (Functions 7400-9200)</i>												
Library Books (New Libraries)	610											
Audio-Visual Materials (Non-Consumable)	620											
Buildings and Fixed Equipment	630											
Furniture, Fixtures, and Equipment	640	500,000.00										
Motor Vehicles (Including Buses)	650	1,000,000.00								500,000.00		
Land	660									1,000,000.00		
Improvements Other Than Buildings	670											
Remodeling and Renovations	680	2,358,889.16										
Computer Software	690							40,000.00	1,999,999.66		318,889.50	
Redemption of Principal	710											
Interest	720											
Dues and Fees	730											
<b>TOTAL APPROPRIATIONS</b>		<b>3,858,889.16</b>										
<b>OTHER FINANCING USES:</b>												
<i>Transfers Out: (Function 9700)</i>												
To General Fund	910	900,000.00										
To Debt Service Funds	920									900,000.00		
To Special Revenue Funds	940											
Interfund (Capital Projects Only)	950											
To Permanent Funds	960											
To Internal Service Funds	970											
To Enterprise Funds	990											
Total Transfers Out	9700	900,000.00										
<b>TOTAL OTHER FINANCING USES</b>		<b>900,000.00</b>								<b>900,000.00</b>		
Nonspendable Fund Balances, June 30, 2013	2710											
Restricted Fund Balances, June 30, 2013	2720											
Committed Fund Balances, June 30, 2013	2730											
Assigned Fund Balances, June 30, 2013	2740	164,508.73										
Unassigned Fund Balances, June 30, 2013	2750							160,444.60	4,064.13			
<b>TOTAL ENDING FUND BALANCES</b>	2700	<b>164,508.73</b>										
<b>TOTAL APPROPRIATIONS, OTHER FINANCING USES, AND FUND BALANCES</b>		<b>4,923,397.89</b>						<b>200,444.60</b>	<b>4,404,063.79</b>		<b>318,889.50</b>	

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 7e

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEMS:** Sponsor Approval of Capital Outlay Plan for Crossroad Academy Charter School for 2012-2013

**DIVISION:** Finance Department

**PURPOSE AND SUMMARY OF ITEMS:**

Board approval is requested as the sponsor for the 2012-2013 Capital Outlay Plan for Crossroad Academy Charter School.

**FUND SOURCE:** State of Florida Funds are sent through District

**AMOUNT:** Estimated \$104,871.00 for 2012-2013

**PREPARED BY:** Bonnie Wood

**POSITION:** Assistant Superintendent for Business Services

# FLORIDA DEPARTMENT OF EDUCATION



STATE BOARD OF EDUCATION

KATHLEEN SHANAHAN, Chair

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JOHN R. PADGET

Gerard Robinson  
Commissioner of Education



## CONTACT PERSONS

NAME: Charlene Waltz  
Cindy Greiwe  
PHONE: (850)245-0405

## MEMORANDUM

TO: School District Finance Officers and Charter School Contacts

FROM: Mark Eggers *Mark Eggers*

DATE: August 22, 2012

SUBJECT: Distribution of Charter School Capital Outlay Funds for Fiscal Year 2012-13

Specific Appropriation 16, Chapter 2012-118, Laws of Florida, provides \$55,209,106 to eligible charter schools for certain capital outlay purposes. Section 1013.62, Florida Statutes, establishes eligibility criteria and authorized expenditures for charter school capital outlay funding, and directs the Commissioner of Education to establish procedures for submitting and approving requests for these funds. The attachments to this memorandum list the eligibility criteria and authorized expenditures as provided in Section 1013.62, Florida Statutes.

Proof of eligibility is required for a charter school to receive capital outlay funds. The Department verifies a charter school's eligibility from its Charter School Capital Outlay Plan. Charter schools can submit the Charter School Capital Outlay Plan online at <https://www.floridaschoolchoice.org>. After a charter school has completed the online Charter School Capital Outlay Plan, the sponsor will review the view-only school content and may provide comments before final submission of the plan. Sponsors and charter schools will use the same logon credentials as required for the completion and submission of the annual accountability report. Upon completion of the sponsor review, the Department will review the Charter School Capital Outlay Plan and make the final determination of eligibility.

MARK EGGERS  
BUREAU CHIEF, SCHOOL BUSINESS SERVICES

325 W. GAINES STREET • SUITE 814 • TALLAHASSEE, FLORIDA 32399-0400 • (850) 245-0405 FAX (850) 245-9135  
[www.fldoe.org](http://www.fldoe.org)

The deadline for a charter school to submit its Capital Outlay Plan online is **August 31, 2012**. The deadline for a sponsor to review the plan and provide the final submission is **September 28, 2012**.

Charter school sponsors will receive monthly distributions via electronic funds transfers. The first distribution was on July 30, 2012. Future distributions will occur on the fourth Thursday of each month, except for November, when the distribution will be on the fourth Wednesday. Sponsors are to remit the funds to charter schools within 10 days of receipt as provided by Section 1002.33(17)(e), Florida Statutes.

Charter school allocations are recalculated during the fiscal year to reflect current year student membership, charter school closures, and/or the addition of newly eligible charter schools. April 13, 2013, is the last day on which amendments to enrollment survey data and the inclusion of newly eligible schools will be considered.

When a charter school is not renewed or is terminated, any unencumbered funds and all equipment and property purchased with public funds shall revert to the ownership of the sponsor, as provided in Section 1002.33(8)(e) and (f), Florida Statutes. If there are additional local issues, such as the shared use of facilities or partial ownership of facilities or property, these issues shall be agreed to in the charter contract prior to the expenditure of funds.

If you have questions about the allocation of capital outlay funding, please contact the Office of Funding and Financial Reporting at (850) 245-0405, or by e-mail at [chartercapital@fldoe.org](mailto:chartercapital@fldoe.org). For questions concerning the online Charter School Capital Outlay Plan, please contact the Office of Independent Education and Parental Choice at (850) 245-0502, or by e-mail at [lacrest.mccary@fldoe.org](mailto:lacrest.mccary@fldoe.org).

ME:cw

Attachments

cc: Adam Miller, Office of Independent Education and Parental Choice  
LaCrest McCary, Office of Independent Education and Parental Choice

## **Eligibility Criteria to Receive Capital Outlay Funds**

*Based upon Section 1013.62(1)(a), Florida Statutes*

1. To be eligible, a charter school must meet at least one of the following five criteria:
  - Have been in operation for three or more years (i.e., the beginning of the fourth year of operation); or
  - Be governed by a governing board established in the state for three or more years that operates both charter schools and conversion charter schools within the state; or
  - Be an expanded feeder chain of a charter school within the same school district that is currently receiving charter school capital outlay funds; or
  - Be accredited by the Commission on Schools of the Southern Association of Colleges and Schools; or
  - Serve students in facilities that are provided by a business partner for a charter school-in-the-workplace pursuant to Section 1002.33(15)(b), F.S.
  
2. To be eligible, a charter school must meet all of the following criteria:
  - Have financial stability for future operation as a charter school; and
  - Have satisfactory student achievement based on state accountability standards applicable to the charter school; and
  - Have received final approval from its sponsor pursuant to Section 1002.33, F.S., for operation during that fiscal year; and
  - Serve students in facilities that are not provided by the charter school's sponsor (an educational facility that is included in the Florida Inventory of School Houses -- or "FISH" -- would not be eligible).



## **Eligible Charter School Capital Outlay Expenditures**

*Based upon Section 1013.62(2), Florida Statutes*

- The purchase of real property.
- The construction of school facilities.
- The purchase, lease-purchase, or lease of permanent or relocatable school facilities.
- The purchase of vehicles to transport students to and from the charter school.
- The renovation, repair, and/or maintenance of school facilities that the charter school owns or is purchasing through a lease-purchase or long-term lease of five years or longer.
- The purchase, lease-purchase, or lease of new and replacement equipment, and enterprise resource software applications that are classified as capital assets in accordance with definitions of the Governmental Accounting Standards Board. The software application must have a useful life of least five years and be used to support schoolwide administration or state-mandated reporting requirements.
- The payment of premiums for property and casualty insurance necessary to insure the school facilities.
- The purchase, lease-purchase, or lease of driver's education vehicles; motor vehicles used for the maintenance or operation of plants and equipment; security vehicles; and vehicles used in storing or distributing materials and equipment.

## 2012-2013 Capital Outlay Plan

### CROSSROAD ACADEMY

This form must be completed for consideration to receive Charter School Capital Outlay funding, pursuant to Section 1013.62, Florida Statutes. Upon completion and submission of this form, it will be sent electronically to your Sponsor for review. Your Sponsor will review and certify that the information in Sections 1 and 3 is accurate. Upon the sponsor's approval, the Department will review and certify that the school meets the eligibility criteria to receive Charter School Capital Outlay funding for the current fiscal year. The charter school is responsible for completing each section of this form.

2012 Capital Outlay Plan Submitted By School On: 8/29/2012

- ✓ As the charter school representative, I certify that I have read the Memorandum regarding the submission of my Capital Outlay Plan.  
[Memo](#)

#### SECTION 1:

Did the school receive capital outlay funding for the 2011-2012 school year? **Yes**

The charter school's sponsor can verify that (both criteria apply):

- ✓ (a) There exists an agreement with the charter school that includes provisions for the reversion of any unencumbered funds and all equipment and property purchased with public education funds to the ownership of the district school board in the event that the school terminates operations, and
- ✓ (b) The charter school facilities were not created by the conversion of a public school, does not operate in facilities provided by the charter school's sponsor for a nominal fee or at no charge, and is not directly or indirectly operated by the school district.

**SECTION 2:**

A charter school is eligible for capital outlay funds if it meets one of the following four criteria:  
Please check those that apply.

- (1) Has been in operation for three or more years.
- (2) Is an expanded feeder pattern of a school currently receiving capital outlay funds within the same school district:

a SENDER school which sends over 50 percent of its population to:

a RECEIVING school which receives over 50 percent of its population from:

- (3) Has been accredited by the Commission on Schools of the Southern Association of Colleges and Schools (SACS).  
Date of Accreditation: 6/23/2012
- (4) Is governed by a governing board, which has been established in Florida for 3 or more years and operates both charter and charter conversion schools in Florida.

Please provide the name and MSID of the conversion charter school AND traditional charter school:

**Conversion Charter School:**

**Traditional Charter School:**

- (5) Serves students in facilities that are provided by a business partner for a charter school-in-the-workplace pursuant to s. 1002.33(15)(b).

**SECTION 3:**

A charter school must meet all of the following criteria to qualify for capital outlay funds:

- (1) Has financial stability for future operation as a charter school.

- (2) Has satisfactory student achievement based on state accountability standards applicable to the school.
- (3) Has received final approval from its sponsor pursuant to s. 1002.33, F.S. for operation this fiscal year.
- (4) Serves students in facilities not provided by the charter school's sponsor:
  - (a) This IS NOT a conversion charter school utilizing district-owned facilities;
  - (b) Nor operating in a district-owned facility which is rented, leased, or otherwise made available to the charter school by the school district.

**SECTION 4:**

A charter school may use charter school capital outlay funds for any of the following eight expenditures.

Please check the box(es) that apply.

- (1) Purchase of real property.
- (2) Construction of school facilities.
- (3) Purchase, lease-purchase, or lease of permanent or relocatable school facilities (i.e., mortgage or rent).
- (4) Purchase of vehicles to transport students to and from the charter school.
- (5) Renovation, repair, and maintenance of school facilities that the charter school owns or is purchasing through a lease-purchase or long-term lease of 5 years or longer.
- (6) The purchase, lease-purchase, or lease of new and replacement equipment, and enterprise resource software applications (must be classified as capital assets pursuant to the Governmental Accounting Standards Board [GASB], have a useful life of at least five years, and be used to support school-wide administration or state-mandated reporting requirements).
- (7) Payment of the cost of premiums for property and casualty insurance which are deemed necessary to insure the school facilities.
- (8) Purchase, lease-purchase, or lease of driver's education vehicles; motor vehicles used for the maintenance or operation of educational plants and equipment; security vehicles; or vehicles used in storing or distributing materials and equipment.

**CERTIFICATION:**

**CHARTER SCHOOL REPRESENTATIVE**

Willie Jackson



As representative of the charter school governing body, I certify that all information indicated above is accurate and current.

**DISTRICT SPONSOR INFORMATION**

Yes  No

As the district finance officer, I certify that I have documentation attesting to the charter school's eligibility requirements as provided in statute and listed above in Sections 1, 2, and 3.

**Comment:**

Submit

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 8a

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEMS:** Purchase Order for Fresh Vegetables and Fruits

**DIVISION:** School Food Service Program

**PURPOSE AND SUMMARY OF ITEMS:**

Board approval is requested for Purchase Order 183506 to New North Florida Farm Distribution in the amount of \$49,500.00. The School Food Service Program is working to support locally grown and produced fresh vegetables and fruits.

**FUND SOURCE:** School Food Service

**AMOUNT:** \$49,500.00

**PREPARED BY:** Bonnie Wood

**POSITION:** Assistant Superintendent for Business Services

SFS

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE 07/01/12

PURCHASE ORDER NO. 183506

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351
PHONE (850) 627-9651 FAX (850) 627-2760
www.qcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

VENDOR

NNFC-NEW N FL FARM DISTRIBUTIO
3806 UNION ROAD
MARIANNA FL 32446

SHIP TO THIS ADDRESS

SCHOOL FOOD SVC-GADSDEN CO
203-A MARTIN LUTHER KING JR BL
QUINCY FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

QUANTITY PRODUCT NO. DESCRIPTION UNIT PRICE TOTAL

Bd Apvd:

BLANKET ORDER 2012-13 SY

1

FARM FRESH VEGETABLES & FRUITS
ORDERED AS NEEDED, IN SEASON.
BACK DOOR DELIVERY TO SCHOOLS.
POLICY EXEMPTING THE PURCHASE
OF PERISHABLE FOOD ITEMS FROM
THE REQUIREMENT TO GET COMPETV
BIDS UNDER PROVISION OF: FLA
BD OF EDU RULE 6A-7.0411(2)(1)
FL ADMINISTRATIVE CODE.
GADSDEN PURPOSES: ADOPT POLICY
AS LEON COUNTY SCHL BOARD HAS.

49500.00 49500.00

NOTE:

TOTAL 49,500.00

PAY TERMS: NET 30

- 1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
2. [ ] If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.
3. Notice to Vendor/Contractor: By acceptance of the contract/order in excess of \$10,000 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 34 Section 80.36 Code of Federal Regulations. Termination for cause and for convenience by the grantee or sul grantee including the manner by which it will be affected and the basis for settlement will be decided by the School Board of Gadsden County. In addition, the Vendor/Contractor agrees to comply with Florida Statute 257.36 regarding retention of records for 5 years.

Table with columns: DISTRIBUTION TO BE COMPLETED BY ORIGINATOR, TOTAL, FINANCE DEPT USE EXPENDITURE. Rows include Fund, Function, Object, Center, Project, Program, Amount.

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 8b

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEMS:** Purchase Orders for Federal Programs

**DIVISION:** Federal Programs

**PURPOSE AND SUMMARY OF ITEMS:**

Board approval is requested for the following purchase orders for federal programs:

<u>Vendor</u>	<u>PO #</u>	<u>Amount</u>	<u>Fund</u>
Dell Marketing LP	183846	\$24,882.00	420
Classroom Technology Solutions	183870	\$19,305.00	420

**FUND SOURCE:** Federal Funds 420

**AMOUNT:** \$44,187.00

**PREPARED BY:** Bonnie Wood

**POSITION:** Assistant Superintendent for Business Services



35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351  
PHONE (850) 627-9651 FAX (850) 627-2760  
www.gcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

VENDOR VD04220000

SHIP TO THIS ADDRESS

DELL MARKETING LP  
ONE DELL WAY  
ROUNDROCK TX 76884

FED PRGMS-SCHOOL BOARD GADSDEN  
35 MARTIN LUTHER KING JR BLVD  
QUINCY FL 32351

PRINCIPAL/SUPERVISOR

COMPTROLLER

SUPERINTENDENT

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
----------	-------------	-------------	------------	-------

*Technology Plan 2D11-13* ATTN: ROSE RAYNAK/DM

39	SOF: PREFRD	NETWORK INFRASTRUCTURE-EQIPMNT AND SERVICES 250-000-09-1		
39	VENDOR	OPTIPLEX 3010 DESKTOP *GRETN-25 — <i>computer lab</i> *FEDERAL PROGRAMS-1 <i>homelss</i> *ST. JOHN-1 — <i>lab proctor</i> *HAVANA MIDDLE-12 — <i>teacher stations</i>	638.00	24882.00

PAY TERMS: NET 30

TOTAL 24,882.00

- All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
- If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.
- Notice to Vendor/Contractor: By acceptance of the contract/order in excess of \$10,000 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 34 Section 80.36 Code of Federal Regulations. Termination for cause and for convenience by the grantee or sub-grantee including the manner by which it will be affected and the basis for settlement will be decided by the School Board of Gadsden County. In addition, the Vendor/Contractor agrees to comply with Florida Statute 257.36 regarding retention of records for 5 years.

DISTRIBUTION TO BE COMPLETED BY ORIGINATOR					TOTAL	24,882.00	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	
420	6500	644	0061	4221236		7656.00	
420	6500	644	0171	4221236		15950.00	
420	6500	644	9001	4221236 <sup>24</sup>		638.00	
420	6500	644	0191	4221236		638.00	

VENDOR

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE

PURCHASE ORDER NO.

10/17/12

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351  
 PHONE (850) 627-9651 FAX (850) 627-2760  
[www.gcps.k12.fl.us](http://www.gcps.k12.fl.us)

183870

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

<b>VENDOR</b> VC10070000	<b>SHIP TO THIS ADDRESS</b>
CLASSROOM TECHNOLOGY SOLUTIONS 4909 VICTOR STREET JACKSONVILLE FL 32207	FED PRGMS-SCHOOL BOARD GADSDEN 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351

PRINCIPAL / SUPERVISOR	COMPTROLLER	SUPERINTENDENT
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QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
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ATTN: ROSE RAYNAK/DM

SOF: AUDIO VIDEQ EQUIPMENT  
 880-000-09-1

PJD6223 PROJ 2700 LUMEN XGA 1024X768

16		ST. JOHN ELEMENTARY	495.00	7920.00
4		HAVANA MIDDLE	495.00	1980.00
5		GRETNA ELEMENTARY	495.00	2475.00
3		GREENBORD ELEMENTARY	495.00	1485.00
1		WEST GADSDEN HIGH	495.00	495.00
5		EAST GADSDEN HIGH	495.00	2475.00
5		GEORGE MUNROE ELEMENTARY	495.00	2475.00

PAY TERMS: NET 30

TOTAL 19,305.00

- All correspondence/shippments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
- If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.
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DISTRIBUTION TO BE COMPLETED BY ORIGINATOR					TOTAL	19,305.00	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	
420	6500	6442	0191	4221236		7920.00	
420	6500	6442	0061	4221236		1980.00	
420	6500	6442	0171	4221236		2475.00	
420	6500	6442	0141	4221236		1485.00	
420	6500	6442	0051	4221236		495.00	
420	6500	6442	0071	4221236		2475.00	
420	6500	6442	0041	4221236		2475.00	

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8c

DATE OF SCHOOL BOARD MEETING: October 23, 2012

TITLE OF AGENDA ITEMS: Purchase Orders for ESE Programs

DIVISION: ESE Department

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the following purchase orders for the ESE program:

<u>Vendor</u>	<u>PO #</u>	<u>Amount</u>	<u>Fund</u>
New Director Solutions, LLC	183783	\$100,800.00	110
Curriculum Advantage, Inc.	183602	\$ 16,865.00	420

FUND SOURCE: General Fund and Federal IDEA

AMOUNT: \$100,800 from General Fund; \$16,865 from Federal IDEA

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

# THE SCHOOL BOARD OF GADSDEN COUNTY

**DATE**  
10/05/12

**PURCHASE ORDER NO.**  
183783

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351  
PHONE (850) 627-9651 FAX (850) 627-2760  
[www.gcps.k12.fl.us](http://www.gcps.k12.fl.us)

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

<b>VENDOR</b> VN06480000  NEW DIRECTION SOLUTIONS, LLC. 175 BROAD HOLLOW ROAD MELVILLE NY 11747	<b>SHIP TO THIS ADDRESS</b>  GADSDEN COUNTY PUBLIC SCHOOLS 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351
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PRINCIPAL / SUPERVISOR	COMPTROLLER	SUPERINTENDENT
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QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
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ATTN: LEALER FRANCIS

BLANKET ORDER 10/2012 - 6/2013  
 PROVIDE THERAPY SERVICES FOR  
 POSITIONS NOT FILLED BY SBGC  
 PHYSICAL THERAPY SERVICES  
 PHYSICAL THERAPY ASSISTANT  
 CONTRACT PROV. FOR TERMINATION  
 ACCESS TO RECORDS AND RECORDS  
 RETENTION ON FILE, SIGNED IN  
 ESE DIRECTOR OFFICE.  
 PT 10-15 HRS. WEEKLY  
 PTA 37.5 HRS. WEEKLY UNLESS  
 DIRECTOR APPROVAL.

1	\$65/HR	PHYSICAL THERAPY SERVICES	31200.00	31200.00
1	\$58/HR	PHYSICAL THERAPY ASSISTANT	69600.00	69600.00

**TOTAL 100,800.00**

PAY TERMS: NET 30

1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
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3. Notice to Vendor/Contractor: By acceptance of the contract/order in excess of \$10,000 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 34 Section 80.36 Code of Federal Regulations. Termination for cause and for convenience by the grantee or sub-grantee including the manner by which it will be affected and the basis for settlement will be decided by the School Board of Gadsden County. In addition, the Vendor/Contractor agrees to comply with Florida Statute 257.36 regarding retention of records for 5 years. /

DISTRIBUTION TO BE COMPLETED BY ORIGINATOR						TOTAL	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	100,800.00 AMOUNT	
110	5200	310	9001	1104270	254	100800.00	

# THE SCHOOL BOARD OF GADSDEN COUNTY

DATE

09/03/12

PURCHASE ORDER NO.

183602

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351

PHONE (850) 627-9651

FAX (850) 627-2760

[www.gcps.k12.fl.us](http://www.gcps.k12.fl.us)

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

## VENDOR

VC20580000

## SHIP TO THIS ADDRESS

CURRICULUM ADVANTAGE, INC.  
1735 N BROWN RD, STE 400  
LAWRENCEVILLE GA 30043

GADSDEN COUNTY PUBLIC SCHOOLS  
35 MARTIN LUTHER KING JR BLVD  
QUINCY FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

*Sharon B. Thomas*

*Emmie Noel*

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
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ATTN: SHARON THOMAS

ENTERING A 3 YEAR WEB-BOARD  
SOFTWARE SUBSCRIPTION WITH  
CLASSWORDS AT HAVANA ELEM. FOR  
\$50,865.00  
PAID 9/2011 @ \$16,865.00  
DUE 9/2012 @ \$16,865.00  
DUE 9/2013 @ \$16,865.00  
A NEW PO FOR EACH YEAR

1	1ST.YR	PAID 9/2011 @ \$16,865.00	16865.00	
	<b>2ND.YR</b>	DUE 9/2012 @ \$16,865.00	16865.00	16865.00
	3RD.YR	DUE 9/2013 @ \$16,865.00		

TOTAL 16,865.00

PAY TERMS: NET 30

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DISTRIBUTION TO BE COMPLETED BY ORIGINATOR						TOTAL PROGRAM	16,865.00	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT		
420	5200	360	0091	4226330	111	16865.00		

**VENDOR**

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8d

DATE OF SCHOOL BOARD MEETING: October 23, 2012

TITLE OF AGENDA ITEMS: Purchase Orders for Technology Department

DIVISION: Technology Department

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the following purchase orders for the technology department:

<u>Vendor</u>	<u>PO #</u>	<u>Amount</u>	<u>Fund</u>
Educational Data Resources Inc.	183207	\$41,525.00	110
CDW Government, Inc.	183686	37,674.21	110
CDW Government, Inc.	183685	16,430.40	110
CDW Government, Inc.	183791	2,126.60	110
Hayes E-Government Resources	183790	1,449.29	110

FUND SOURCE: General Fund

AMOUNT: \$99,205.50

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE  
07/01/12

PURCHASE ORDER NO.  
183207

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351  
PHONE (850) 627-9651 FAX (850) 627-2760  
www.gcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

<b>VENDOR</b> VE03350000	<b>SHIP TO THIS ADDRESS</b>
EDUCATIONAL DATA RESOURCES INC 3016 DADE AVE ORLANDO FL 32804	MEDIA/TECH GADSDEN CO SCHL BRD 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351

PRINCIPAL / SUPERVISOR <i>Sonja Bridges</i>	COMPTROLLER <i>Bonnie Stal</i>	SUPERINTENDENT <i>David Johnson</i>
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QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
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ATTN: SONJA BRIDGES

*Sole Source Vendor*

1		SOFTWARE MAINTENANCE JULY 1, 2012 TO JUNE 30, 2013 APPLICATION ENVIRONMENT STUDENT SYSTEM	41525.00	41525.00
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DATE RECEIVED \_\_\_\_\_ BY \_\_\_\_\_

DATE APPROVED 10/9/12 BY *David Johnson*

PAY TERMS: NET 30

TOTAL 41,525.00

- All correspondence/shippments must refer to the PO number. For prompt payment mail invoice to Accounts Payable address above.
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DISTRIBUTION TO BE COMPLETED BY ORIGINATOR						TOTAL	FINANCE DEPT USE EXPENDITURE	
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT		
110	8200	310	9001	1109990		41525.00	41,525.00	
		360						

ENCUMBRANCE

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE  
09/21/12

PURCHASE ORDER NO.  
183686

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351  
PHONE (850) 627-9651 FAX (850) 627-2760  
[www.gcps.k12.fl.us](http://www.gcps.k12.fl.us)

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

<b>VENDOR</b> VC00220000	<b>SHIP TO THIS ADDRESS</b>
CDW GOVERNMENT, INC. 230 N MILWAUKEE AVE VERNON HILLS IL 60061	MEDIA/TECH GADSDEN CO SCHL BRD 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351

PRINCIPAL / SUPERVISOR <i>Darlean Youmans</i>	COMPTROLLER <i>Bonnie Wood</i>	SUPERINTENDENT
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QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
		ATTN: DARLEAN YOUNANS <i>Renewal of Existing Microsoft Applications</i>		
15	2320021	MS OVE WIN SRV DATA CENTER LIC /SA ELECTRONIC DISTRIBUTION NO MEDIA	132.55	1988.25
636	2320305	MS OVE DT EDU LIC/SA ENT ELECTRONIC DISTRIBUTION NO MEDIA CONTRACT: PEAC AEPA AFFILIATE AGREEMENT AEPA 010	56.11	35685.96

PAY TERMS: NET 30 TOTAL 37,674.21

- All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
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DISTRIBUTION TO BE COMPLETED BY ORIGINATOR					TOTAL	37,674.21	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	
110	8200	690	9001	1109990		1988.25	
110	5100	360	9001	1101841	100	35685.96	



THE SCHOOL BOARD OF GADSDEN COUNTY

PURCHASE ORDER NO.

DATE  
09/21/12

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351  
PHONE (850) 627-9651 FAX (850) 627-2760  
[www.gcps.k12.fl.us](http://www.gcps.k12.fl.us)

183685

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

<b>VENDOR</b> VC00220000  CDW GOVERNMENT, INC. 230 N MILWAUKEE AVE VERNON HILLS IL 60061	<b>SHIP TO THIS ADDRESS</b>  MEDIA/TECH GADSDEN CO SCHL BRD 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351
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PRINCIPAL / SUPERVISOR  <i>Darlean Youmans</i>	COMPROLLER  <i>Bonnie Abel</i>	SUPERINTENDENT
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QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
		ATTN: DARLEAN YOUMANS		
		<i>Renewal of Existing Software</i>		
5973	1667740	NOV SLA ZCM STD CONTRACT: MARKET	.50	2986.50
5973	NEWITEM	NEW-ITEM CONTRACT: MARKET NOVELL 876-000926 - NOVELL ZENWORKS MOBILE MANAGEMENT SCHOOL FTE LICENSE	1.80	10751.40
3	2372775	NOV MLA ON-DEMAND LIBRARY 1YR CONTRACT: MARKET QUOTE #CXVF690 ACCT #3262768 CONTRACT NEGOTIATED - PRICE IS THE SAME AT ALL VENDORS	897.50	2692.50
		<b>TOTAL</b>		<b>16,430.40</b>

PAY TERMS: NET 30

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DISTRIBUTION TO BE COMPLETED BY ORIGINATOR						TOTAL	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	
110	5100	360	9001	1101841	100	16430.40	

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE

PURCHASE ORDER NO

10/05/12

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351  
PHONE (850) 627-9651 FAX (850) 627-2760  
[www.gcps.k12.fl.us](http://www.gcps.k12.fl.us)

183791

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

**VENDOR** VC00220000

**SHIP TO THIS ADDRESS**

CDW GOVERNMENT, INC.  
230 N MILWAUKEE AVE  
VERNON HILLS IL 60061

MEDIA/TECH GADSDEN CO SCHL BRD  
35 MARTIN LUTHER KING JR BLVD  
QUINCY FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

*Darlean Youmans*

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
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ATTN: DARLEAN YOUNMANS

BOARD APPROVED \_\_\_\_\_

\*CONTRACT: PAEC AEPA AFFILIATE  
AGREEMENT AEPA 010

14	1225712	PEERLESS 2-3' ADJ EXTEN COLUMN TAA	64.82	907.48
14	1231945	PEERLESS DCT 900 MNT IBEAM CLAMP TAA	87.08	1219.12

PAY TERMS: NET 30

TOTAL 2,126.60

- All correspondence/shippments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
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CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is  
void after one year.
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grantee including the manner by which it will be affected and the basis for settlement will be decided by the School Board of Gadsden  
County. In addition, the Vendor/Contractor agrees to comply with Florida Statute 257.36 regarding retention of records for 5 years.

DISTRIBUTION TO BE COMPLETED BY ORIGINATOR					TOTAL PROGRAM	2,126.60 AMOUNT	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT			
110	8200	510	9001	1109990		2126.60	

VENDOR

2642621 SA HAVANA HERALD

**THE SCHOOL BOARD OF GADSDEN COUNTY**

PURCHASE ORDER NO.

DATE  
10/05/12

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351  
PHONE (850) 627-9651 FAX (850) 627-2760  
[www.gcps.k12.fl.us](http://www.gcps.k12.fl.us)

183790

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

**VENDOR** VH06760000

**SHIP TO THIS ADDRESS**

HAYES E-GOVERNMENT RESOURCES  
2473 CARE DRIVE, SUITE 2  
TALLAHASSEE FL 32308

MEDIA/TECH GADSDEN CO SCHL BRD  
35 MARTIN LUTHER KING JR BLVD  
QUINCY FL 32351

PRINCIPAL / SUPERVISOR <i>Darlean Youmans</i>	COMPTROLLER	SUPERINTENDENT
--	-------------	----------------

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
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ATTN: DARLEAN YOUMANS

BOARD APPROVED \_\_\_\_\_  
STATE CONTRACT #250-000-09-1  
ENTERASYS NETWORKS TRAINING

1	TR-VRT	ENTERASYS NETWORKS TRAINING	1449.29	1449.29
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PAY TERMS: NET 30

**TOTAL 1,449.29**

1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
2.  If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.
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DISTRIBUTION TO BE COMPLETED BY ORIGINATOR					TOTAL PROGRAM	1,449.29 AMOUNT	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT			
110	8200	360	9001	1109990		1449.29	

**VENDOR**

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 8e

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEMS:** Purchase Order for Library Software and Implementation Services

**DIVISION:** Academic Services and Technology Department

**PURPOSE AND SUMMARY OF ITEMS:**

Board approval is requested for Purchase Order 183607 to Follett Library Resources in the amount of \$52,979.62. The purchase will provide essential library services for each of the schools.

**FUND SOURCE:** General Fund

**AMOUNT:** \$52,979.62

**PREPARED BY:** Bonnie Wood

**POSITION:** Assistant Superintendent for Business Services

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE

09/03/12

PURCHASE ORDER NO.

183607

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351

PHONE (850) 627-9651

FAX (850) 627-2760

www.gcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

**VENDOR**

VF12410000

**SHIP TO THIS ADDRESS**

FOLLETT LIBRARY RESOURCES  
1391 CORPORATE DRIVE  
MCHENRY IL 600507041

GADSDEN COUNTY PUBLIC SCHOOLS  
35 MARTIN LUTHER KING JR BLVD  
QUINCY FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

*Darlean Youmans*

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
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ATTN: DARLEAN YOUMANS

1		DESTINY LIBRARY MANAGER FOR 13 LOCATIONS *SOFTWARE LICENSE AND IMPLEMENTATION SERVICES *DIGITAL CONTENT SUBSCRIPTIONS *DATA SERVICES *PERIPHERALS	52979.62	52979.62
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PAY TERMS: NET 30

TOTAL 52,979.62

- All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
- If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.
- Notice to Vendor/Contractor: By acceptance of the contract/order in excess of \$10,000 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 34 Section 80.36 Code of Federal Regulations. Termination for cause and for convenience by the grantee or sub-grantee including the manner by which it will be affected and the basis for settlement will be decided by the School Board of Gadsden County. In addition, the Vendor/Contractor agrees to comply with Florida Statute 257.36 regarding retention of records for 5 years.

DISTRIBUTION TO BE COMPLETED BY ORIGINATOR						TOTAL	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	52,979.62 AMOUNT	
<del>110</del>	<del>6200</del>	<del>360</del>	<del>0071</del>	<del>1105501</del>	<del>9900</del>	<del>4,075.36</del>	
110	6200	360	0071	1105501	9900	\$4,075.36	
110	6200	360	0051	1105501	9900	\$4,075.36	
110	6200	360	0211	1105501	9900	\$4,075.36	
110	6200	360	0061	1105501	9900	\$4,075.35	
110	6200	360	0151	1105501	9900	\$4,075.35	
110	6200	360	0141	1105501	9900	\$4,075.35	
110	6200	360	0041	1105501	9900	\$4,075.36	
110	6200	360	0091	1105501	9900	\$4,075.36	
110	6200	360	0191	1105501	9900	\$4,075.35	
110	6200	360	0231	1105501	9900	\$4,075.35	
110	6200	360	0201	1105501	9900	\$4,075.36	
110	6200	360	0171	1105501	9900	\$4,075.36	
110	6200	360	0101	1105501	9900	\$4,075.35	<b>VENDOR</b>

September 19, 2012

Darlean Youmans  
Director of Technology  
Gadsden County School District  
35 Martin L King Jr Boulevard  
Quincy, FL 32351

Dear Mr. Gauss:

Thank you for your inquiry regarding Follett Software Company's ("FSC") products and services. FSC is the sole source of the Destiny® and TetraData® suite of products, all of which are supported by FSC's advanced proprietary technology. We offer customers unique functionality and proprietary components in our products, coupled with superior maintenance and supporting services. Upon your decision and confirmation to us of this sole source offering, we will provide you with our standard licensing terms and additional information necessary to convert your system to the Destiny or TetraData platform.

**Software:** Additional OPAC for Windows™ or Macintosh®  
Catalog Plus®  
Catalog Plus for Macintosh  
Catalog Plus for Windows™  
Circulation Plus®  
Circulation Plus for Macintosh  
Circulation Plus for Windows™  
Destiny Asset Manager™  
Destiny Library Manager™  
Destiny Media Manager™  
Destiny Textbook Manager™  
Destiny Quest®  
Sagebrush Athena™  
Sagebrush InfoCentre™  
Sagebrush Spectrum™  
Test Connect™  
TetraData Analyzer™  
TetraData DASH™  
TetraData Analysis Suite™  
TetraData *Insights*™  
TetraData Warehouse and Central Data Store™  
TextLink®  
Union Catalog Plus™  
Union Catalog Data Exchange



WebCollection Plus® for Windows™ or Macintosh®  
WebCollection Plus™ for English/Spanish or English/French  
WebCollection Plus™ for Union Catalog  
Z39.50 Server (Z-Force Server™)

**Digital Content  
Subscriptions:**

Alliance A/V™ MARC Database Online subscription\*  
Alliance Plus® for Windows™  
Alliance Plus™ MARC Database Semi-Annual CD-ROM  
subscription  
Alliance Plus™ Online  
EnrichMARC  
MARC Source  
One Search™  
Reading Program Service - Accelerated Reader®  
Reading Program Service - Reading Counts!®  
Reading Program Service - Lexiles®  
Reading Program Service Subscription - Fountas & Pinnell  
Standards  
TitlePeek™  
WebMARC  
WebPath Express™

**Annual Licensing and  
Maintenance:**

Destiny Asset Manager™  
Destiny Library Manager™  
Destiny Media Manager™  
Destiny Textbook Manager™  
Alliance A/V™ MARC Database Online subscription\*  
One Search™  
Reading Program Service - Accelerated Reader®  
Reading Program Service - Reading Counts!®  
Reading Program Service - Lexiles®  
Reading Program Service Subscription - Fountas & Pinnell  
Standards  
TitlePeek™  
WebPath Express™

**Follett Services:**

Automated Retrospective Conversion (enhancing electronic  
records)  
Follett Hosted Service  
Educational Services  
Electronic Data Conversions  
Implementation Services (Networking and System Integration  
Consultation)  
InfoCentre Customer Support  
MARC Entry Service from shelflist  
Reading Program Service Data Service for Accelerated Reader®  
Reading Program Service Data Service for Reading Counts!®  
Reading Program Service Data Service for Lexiles®  
Technical Support Services  
TetraData Customer Support

TetraData Data Services (Data Design, Data Engineering, QA Engineering)  
TetraData Professional Learning  
TetraData Project Management  
TetraData Technical Services (Security Engineering, Custom Reports Engineering)  
WebPath Express Recon Service

**Labels:** Accelerated Reader Book Labels (based upon customer data)  
Data Entry Laser-Print Labels (based upon customer data)  
Data Entry Spine Labels (based upon customer data)  
Lexile Book Labels-Spine (based upon customer data)  
Polythermal Labels-Data Entry-B&W-Sheet (based upon customer data)  
Polythermal Labels-Data Entry-Color-Sheet (based upon customer data)  
Reading Counts Book Labels (based upon customer data)

**Hardware:** Follett Cordless Scanner 6100  
Follett Wireless Scanner 7100™  
Follett Transaction Tracker Receipt Printer  
Follett Corded Scanner 5100  
In-Hand™  
Follett Infigo™ Thermal Receipt Printer

**Miscellaneous:** MARC Authority Format Guide  
MARC Bibliographic Format Guide  
Pathways to Knowledge: Information Skills Model  
Teaching Electronic Information Skills Guides (K-12)

Thank you for your interest in Follett Software Company. Please do not hesitate to contact your Sales Representative, Jill Bab at 1-800-323-3397 Ext. 7440, for further information or assistance.

Sincerely,



Simona Rollinson  
President, Follett Software Company



Note: This Sole Source Certification will become a public document, open to public inspection; therefore, you should be certain all material facts are true, relevant and clearly understandable.

**SCHOOL BOARD OF GADSDEN COUNTY  
SOLE SOURCE CERTIFICATION**

***Sole Source means that the item/service is unique and that the vendor is the only one from whom the item/service can be provided. Best Price alone cannot be used for sole source. If the item/service is available from more than one source of supply, best price must be determined through the competitive bid process.***

- A. Sole Source Vendor Company Name, Contact Person, Address, Telephone, Fax Number and Email.  
Follett Library Resources  
1391 Corporate Drive  
McHenry, IL 60050-7041
  
- A. Describe in lay language, what the item/service is and how it is to be used.  
This library management software will allow the district to have a universal standardized catalog system for all school libraries, allowing schools to review all library resources for collaboration and resource sharing.
  
- B. What feature or special condition of this item/service is unique and cannot be obtained from any other source?  
Follett's LMS, Destiny, provides exclusive software that enhances the district's curriculum by providing correlation to the Sunshine State Standards related library and internet sources to teachers, students, and media specialists with a few simple steps through keyword searches or browsing by state standards.
  
- C. Is this product being purchased directly from the manufacturer? Yes, this product is being purchased directly from the manufacturer.
  
- D. If no, it is available from more than one dealer? If available from more than one dealer, why can this item not be bid? Product has single source availability and is trademarked.
  
- E. Prior to submitting this requisition, did you investigate other possible sources?  
Yes . If Yes:
  - 2) Did you obtain quotes from other sources? None existed that had the same components and user-friendly attributes
  - 3) If No, please justify the additional cost. n/a
  
- F. Other Sole Source comments or explanations. See attached documentation from other districts that purchased this library management system where sole source documentation was attached.

*I/We, the undersigned, certify the above to be true and correct to the best of my/our knowledge and belief and the user and/or undersigned does not have a financial interest in the above named vendor.*

  
Purchaser

9/24/12  
Date

*ProShuter*

# SUMMARY SHEET

## RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8f

Date of School Board Meeting: October 23, 2012

TITLE OF AGENDA ITEM: Agreement between The School Board of Gadsden County Public Schools and ProCare Therapy, Inc.

DIVISION: EXCEPTIONAL STUDENT EDUCATION

NO This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:  
(Type and Double Space)

**This contract will provide Physical Therapy, Physical Therapy Assistant and Speech /Language Services to Exceptional Students in Gadsden Schools. These therapists will provide needed services in positions not filled by the Gadsden County School Board.**

FUND SOURCE: FEFP Dollars

AMOUNT: \$58.00 – \$65.00(per hour for actual hours worked)

PREPARED BY: Sharon B. Thomas *SBT*  
POSITION: Director, Exceptional Student Education

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

2 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered 4

CHAIRMAN'S SIGNATURE: page(s) numbered 4

Be sure that the COMPTROLLER has signed the budget page.  
This form is to be  duplicated on light blue paper.

summary for revised 0591

Proof read by: *Keeler R. Francis*

# CLIENT SERVICES AGREEMENT



ProCare Therapy (hereafter referred to as "ProCare"), and

**Gadsden County Schools**  
(Client Name)

**35 Martin Luther King Jr. Blvd**  
(Street Address)

**Quincy, FL 32351**  
(City, State, Zip)

(hereafter referred to as "Client")

enter into this non-exclusive Client Services Agreement for the purpose of referring and placing Healthcare Professionals ("HCPs") with Client. This Agreement shall govern the overall terms of the relationship, while a separate Assignment Confirmation (Addendum A) for each placement will outline specifics as to bill rates, personnel, and assignment lengths.

- 1. Scope of Services.** ProCare will use its commercially reasonable efforts to provide HCPs for assignment with Client. ProCare will be responsible for payment of each HCP's wages and applicable payroll taxes, deductions, and insurance, including workers compensation, general liability and professional liability coverage for the benefit of the HCPs. If a HCP is unable to complete the specified assignment, ProCare will use its commercially reasonable efforts to find a replacement in a timely manner.
- 2. Independent Contractor.** The parties hereto specify and intend that the relationship of each to the other is that of an independent contractor, that each HCP shall be an employee of ProCare and that no qualified HCP shall at any time be an employee of Client, unless the parties shall otherwise agree in writing. ProCare agrees to provide and maintain all payroll services for any qualified HCP placed with Client, to maintain payroll records and to withhold and remit all payroll taxes and social security payments. ProCare does not ordinarily use subcontractors in providing services. Should the need to use a separate staffing firm or independent contractor arise, ProCare will notify Client in advance of the assignment in order to receive approval of this arrangement.
- 3. Insurance.** ProCare will maintain Worker's Compensation and Employer Liability insurance in accordance with state regulations. General Liability insurance will be maintained at a minimum level of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate. Excess liability insurance will be maintained at a minimum level of five million dollars (\$5,000,000) per occurrence/aggregate. Professional Liability insurance will be maintained at a minimum level of one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) aggregate.
- 4. Competency.** ProCare will conduct comprehensive pre-employment screening to provide licensed HCPs who meet applicable professional standards. ProCare will endeavor to present only HCPs who are qualified for Client's open position(s) on job requirements established by Client either verbally or in writing. While ProCare will make every effort to pre-screen job candidates based on these requirements, Client acknowledges the candidate assignment decision is ultimately the responsibility of the Client. To this end, ProCare will make available to Client all appropriate HCP records that ProCare may permissibly disclose (e.g. skills checklist(s), work history, etc.) and will facilitate an interview between Client and HCP in order to assist Client in the hiring decision.
- 5. On-Site Responsibility.** Client is responsible for providing all support, facilities, training, direction, materials, supplies, and means for the HCP to complete the assignment. Client acknowledges that ProCare is not providing nursing or healthcare services, but rather is providing candidate identification and placement services. As such, Client is responsible for the HCP's adherence to the applicable standard of care and acknowledges that ProCare is not responsible for the HCP's on-site performance. Client warrants that its facilities and operations will comply at all times with all federal, state and local safety and health laws, regulations and standards, including OSHA standards, and that Client will be responsible for providing all safety training and equipment, and for each HCP's compliance with health and safety requirements, including those instituted by Client.
- 6. Employment of HCPs.** Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any HCP introduced or referred by ProCare for a period of (12) months after the latest date of introduction, referral, or placement. If Client or its affiliate enters into such a relationship or refers HCP to a third party for employment, Client agrees to pay an amount equal to \$10,000 or eighteen (18) percent (whichever is greater) of the HCP's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to ProCare upon start date.
- 7. Equal Opportunity.** It is the policy of ProCare to provide equal opportunity to all HCPs for employment. ProCare and Client will screen based on merit only. All HCPs will be free from discrimination due to race, religion, color, sex, national origin, age, or disability.
- 8. Payment Terms.** Client will be billed bi-weekly for all services provided during the previous two weeks. Payment is due upon receipt of invoice and shall be considered in default thirty (30) days from issuance of ProCare invoice, after which time a default charge will be imposed at one and one-half percent (1½%) per month on unpaid balances (annual percentage rate of eighteen percent (18%)) or the maximum legal interest rate, whichever is lower. Client agrees to pay all necessary collection costs of amounts past due, including

## CLIENT SERVICES AGREEMENT



reasonable attorney's fees and costs. ProCare reserves the right, at its option, to discontinue any extension of credit. Please provide billing address below:

<i>Client to complete billing information</i>	Client Name:	<u>Gadsden County Schools</u>
	Billing Address:	<u>35 Martin Luther King Jr. Blvd</u>
	City, State, Zip:	<u>Quincy, FL 32351</u>
	Attention:	<u>Sharon Thomas</u>
	Telephone:	<u>850.627.9651 ext1239/1240</u>

9. **Limitation of Liability.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND SHALL NOT BE LIMITED BY THESE PROVISIONS.
10. **Incident and Error Tracking.** Client will report to ProCare any performance issues, incidents, errors and other events related to the care and services provided by ProCare employees. ProCare will document reported incidents in employee's personnel file and track all such events for quality assurance purposes. Client will report to ProCare any performance issues, incidents, errors and other events related to the care and services provided by ProCare employees. ProCare will document reported incidents in employee's personnel file and track all such events for quality assurance purposes. All supporting documentation is required within seventy-two (72) hours of the occurrence.
11. **Reporting of Work-Related Injuries.** Client will maintain a safe working environment and provide all appropriate personal protective equipment as deemed appropriate for unit to which ProCare's HCP has been assigned. Client ensures compliance with all applicable OSHA or state Department of Labor obligations to include general training on the reporting of work-place injuries, incidents, and occupational exposure to bloodborne pathogens occurring at Client facility. Records of such occurrences must be maintained by the Client and accessible to ProCare within guidelines set forth by governing entities. In the event of work-place injury, incident or exposure, each affected HCP will contact their immediate Client-appointed supervisor and report to the applicable treating department as per Client protocol. HCP shall also report work-place injury, incident or exposure to ProCare concurrently with Client. If ProCare's HCPs are not eligible for treatment of work-place injury, incident or exposure by Client or if reporting requirements change during the term of this Agreement, Client is responsible for written notification of such information to both ProCare and ProCare's HCP.
12. **Termination with Cause.** If Client requests removal of HCP due to performance issues, misconduct or failure to pass any physical, drug screen or other assessment, immediate written and verbal notice is required within forty-eight (48) hours including all supporting documentation specifying the reasons and facts of the termination. If the Client does not provide such documentation within the required timeframe, Client will be assessed as liquidated damages and not as a penalty, an amount equal to one (1) week of billing. The parties agree that ProCare's HCPs are an integral part of its operation and a resource that may have been developed over a number of years. Any delay or absence of a written and verbal notice could result in lost revenue or other consequences not foreseen at this time and therefore the liquidated damages are not unreasonable to the probable loss to be suffered by ProCare in the event of your breach of this provision. Client will be responsible for all professional fees (and expenses if applicable) up to the point of termination. Termination with cause must be documented prior to termination in accordance with the Incident and Error Tracking procedures set forth in paragraph 11 of this agreement. ProCare shall have seventy-two (72) hours to refill the position in the event of termination with cause.
13. **Termination without Cause.** Client may cancel an assignment with thirty (30) days written notice. Client is responsible for all charges and fees prior to cancellation date and through the 30-day period of notice. In the event Client is unable to provide thirty (30) days notice of termination, Client will be billed for thirty (30) days at the agreed upon regular bill rate and minimum hours. In the event of termination without cause, Client will be responsible for any housing and travel costs actually incurred by ProCare as a result of such cancellation.
14. **Guaranteed Minimum Hours.** Client agrees to provide HCP the guaranteed number of work hours per week specified in the attached Assignment Confirmation Addendum A. Cancellation of prescheduled shift(s) or reduction in work hours by Client will be billed reflecting the guaranteed minimum work hours.
15. **Issue Resolution.** In the event Client encounters an issue that is not satisfactorily resolved by its ProCare representative, Client should escalate the issue to the appropriate ProCare manager by calling: 888-899-1331. Please ask for your account representative's manager.
16. **Indemnification.** Each party will indemnify, defend and hold harmless the other against third party claims arising from breaches of the parties' respective obligations under this Agreement.

**CLIENT SERVICES AGREEMENT**



- 17. **Confidentiality.** Each party acknowledges that as a result of this Agreement, they will learn confidential information of the other party. Confidential information is defined as that information which is private to each party but is shared by one to the other party as required to accomplish this Agreement. It is agreed that neither party will disclose any confidential information of the other party to any person or entity. Neither will it permit any person nor entity to use said confidential information. The only exceptions will be: (a) Information shared to the appropriate individuals within the respective organizations as necessary to execute this Agreement, (b) disclosures as required by law. Confidential Information of ProCare shall include, but is not limited to, any and all unpublished information owned or controlled by ProCare and/or its employees, that relates to the clinical, technical, marketing, business or financial operations of ProCare and which is not generally disclosed to the public including but not limited to employee information, technical data, policies, financial data and information to include contract terms and provisions, billing rates, permanent placement fees whether disclosed orally, in writing or by inspection. If the receiving party shall attempt to use or dispose of any of the Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of the foregoing, the disclosing party shall have the right, in addition to such other remedies which may be available to it, to obtain an injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant, it being acknowledged that legal remedies are inadequate.
- 18. **Survival.** The parties' obligations under this Agreement which by their nature continue beyond termination, cancellation or expiration of this Agreement, shall survive termination, cancellation or expiration of this Agreement.
- 19. **Governing Law.** This Agreement shall be governed by the laws of the state of North Carolina.
- 20. **Entire Agreement.** This Agreement represents the entire agreement between the parties and supersedes any prior understandings or agreements whether written or oral between the parties respecting the subject matter herein. This Agreement may only be amended in a writing specifically referencing this provision and executed by both parties. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective heirs, personal representatives, successors and assigns, subject to the limitations contained herein. The unenforceability, invalidity or illegality of any provision of this Agreement shall not render any other provision unenforceable, invalid or illegal and shall be subject to reformation to the extent possible to best express the original intent of the parties. This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties.

This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties. (Please return all pages of this Client Services Agreement)

Gadsden County School Board  
Client Name  
 Sharon B. Thomas  
Client Representative Signature  
 Sharon B. Thomas  
Print Name  
 Director of Exceptional Student Education  
Title  
 10/1/12  
Date

PROCARE THERAPY, INC  
 \_\_\_\_\_  
  
ProCare Representative Signature  
 Jessica Furman  
Print Name  
 Manager  
Title  
 9/28/2012  
Date

**AUTHORIZED SIGNATURES:**

Both parties have read this agreement, and both parties agree to the terms herein by willingly signing the AGREEMENT FOR THE COUNSELING SERVICES PROGRAM. **ProCare Therapy, Inc. and The School Board of Gadsden County** attest, with their representative signatures below, that this contract has been read, understood, and accepted in its entirety, and both contractual parties acknowledge receipt of a signed copy of this agreement.

---

REGINALD C. JAMES, SUPERINTENDENT                      DATE  
Gadsden County Schools  
35 Martin Luther King, Jr. Blvd.  
Quincy, Florida 32351

---

Judge B. Helms, Jr. Chairman                      DATE

**Notice to Vendor/Contractor:** By acceptance of a contract/order in excess of \$10,000 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 34, Section 80.36(i) Code of Federal Regulations. Termination for cause and for convenience by the grantee or sub-grantee including the manner by which it will be effected and the basis for settlement will be decided by the Gadsden County School Board.

*RW Smith*

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8g

DATE OF SCHOOL BOARD MEETING: October 23, 2012

TITLE OF AGENDA ITEM: Consulting Services Agreement with MGT of America, Inc.

DIVISION:

     This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

Approval of an evaluation of the Technology Department by MGT of America, Inc. is requested. The Contractor will ensure that the technology review of the Gadsden County Schools contains the appropriate methodological steps to guide subsequent activities and decisions regarding technology operations.

FUND SOURCE: General Revenue

AMOUNT: \$27,500.00

PREPARED BY: *RW* Rosalyn W. Smith

POSITION: Deputy Superintendent

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

     Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered     

CHAIRMAN'S SIGNATURE: page(s) numbered     

REVIEWED BY:

```
AC CNTR-REQ# -DATE- ----AMOUNT--- -----VENDOR/CENTERS-----  
A 9001 1011 101112 27,500.00 V M00350000 MGT OF AMERICA, INC.  
STAT: B REQ: 9001 GADSDEN COUNTY PUBLIC SCHO  
SHP: 9001 GADSDEN COUNTY PUBLIC SCHO
```

FND-FUNC-OBJ-CNTR-PROJECT-PGM	ORIG AMT	DB--GL-CR	CURRENT COMMT
B 110 8200 310 9001 1109990	27,500.00	1520 2720	
----	' / ' .	-----	
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----	' / ' .	-----	
----	' / ' .	-----	
		<b>TOTAL</b>	

OVERBUDGET - (O)VERRIDE OR (C)CANCEL? \_

TERML: 8A88



TP -NUMBER- -DATE- AMOUNT REQ NUMB -----VENDOR/CENTERS-----  
 R 90011011 101112 27,500.00 V M00350000 MGT OF AMERICA, INC.  
 P O BOX 16399  
 REQ: 9001 GADSDEN COUNTY PUBLIC SCH  
 SHP:

STAT: B INV:  
 INSTRS: ATTN: ROSALYN W. SMITH \_\_\_\_\_

STK NUM	-----DESCRIPTION-----	QTY	UNIT PRICE	COST
_____	SOF INFORMATION TECHNOLOGY	_____	____'____'____.____	
_____	(IT) CONSULTING SERVICES	_____	____'____'____.____	
_____	973-561-10-1	1	27,500.00	27,500.00
_____	CONSULTING SREVICES TO CONDUCT	_____	____'____'____.____	
_____	A TECHNOLOGY REVIEW OF THE	_____	____'____'____.____	
_____	GCSD TECHNOLOGY DEPARTMENT.	_____	____'____'____.____	
_____		_____	____'____'____.____	
_____		_____	____'____'____.____	
_____		_____	____'____'____.____	
_____		_____	____'____'____.____	
_____		_____	____'____'____.____	
_____		_____	____'____'____.____	
			TOTAL	27,500.00

UPDATE PROCESSED. NEXT?

TERML: 8A88

## CONSULTING SERVICES AGREEMENT

By and Between  
Gadsden County School District  
and  
MGT of America, Inc.

**THIS AGREEMENT** is made this 3th day of October 2012, by and between Gadsden County School District ("Client"), and MGT of America, Inc., a Florida Corporation ("MGT").

In consideration of the mutual covenants set forth in this Agreement, the parties agree as follows:

### 1. Description of Services.

MGT shall, as an independent contractor, provide the services specified in section 1.1 below ("the Services"), on the schedule specified in section 1.2 below.

#### 1.1 Scope of Services

MGT shall provide to Client those services as outlined in its proposal dated August 29, 2012, and titled Evaluating Technology in Gadsden County Schools, which proposal is attached to and incorporated into this Agreement (Attachment "A").

#### 1.2 Timetable for Services.

The Services shall be performed and the product(s) of the services shall be delivered on the following schedule:

*Upon execution of Agreement by both parties through January 31, 2013.*

### 2. Compensation.

For its work under this Agreement, MGT shall be paid a total amount not to exceed \$27,500.00 as follows:

This fee shall be paid on the following schedule:

*\*10% of contract amount,(\$2,750)due upon execution of Agreement by both parties in order to conduct diagnostic site visit and survey instruments.  
\*50% of contract amount,(\$13,750)due upon completion of in-depth onsite work.  
\*40% of contract amount,(\$11,000)due upon completion of final report.*

MGT shall render invoices to Client for fees earned. Invoices shall be payable on receipt and delinquent 25 days from receipt by Client. No payment shall be withheld or delayed by Client when, or to the extent that, such delay is the result of Client's failure promptly to review and accept the product of the Services or to perform any act necessary for MGT to proceed or continue with providing the Services.

### 3. Term and Termination.

This agreement shall become effective upon its execution and delivery by the parties and shall remain in effect until completion of, and full payment for, the Services. For recordkeeping purposes, the term of this Agreement shall be from October 3, 2012 through January 31, 2013. This contract may be terminated prior to completion of the Services at the option of either party, upon delivery of written notice by the terminating party to the other party. In the event of early termination by Client, MGT shall be paid, upon invoicing in accordance with this Agreement, the agreed compensation (or if, due to termination, there is no agreed value for the services performed to date, MGT's standard hourly rates) for Services performed, plus expenses incurred, prior to termination.

### 4. Independent Contractor Status

The relationship of MGT to Client is that of an independent contractor, and nothing in this Agreement shall be construed as creating any other relationship. As an independent contractor, MGT shall comply with all laws relating to federal and state income taxes, associated payroll and business taxes, licenses and fees, workers compensation insurance, and all other applicable state and federal laws and regulations. Neither MGT nor anyone employed or subcontracted by MGT shall be, represent, act, purport to act, or be deemed to be an agent, representative, employee or servant to Client.

**5. Project Managers**

Kathy Brooks shall serve as Project Manager and point of contact for MGT under this Agreement. shall serve as Project Manager and point of contact for Client under this Agreement. By written notice to the other party, either party may change the identity of its project manager during the term of this Agreement.

**6. Miscellaneous**

**6.1 No Continuing Waiver**

The failure or forbearance by either party in exercising any remedy available to it upon a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent or continuing breach by either party.

**6.2 Entire Agreement.**

This written Agreement represents the entire agreement of the parties, and neither party is relying upon any negotiation, representation, warranty, promise, or covenant not set forth in this Agreement. This Agreement may not be modified or amended except by a written instrument for that purpose duly executed by both parties.

**6.3 Subcontracting and Assignment.**

MGT may utilize subcontractors in performing the Services, but MGT shall remain responsible to Client for performance under this Agreement. This contract shall be binding upon and inure to the benefit of both Client and MGT and their respective successors and assigns, if any, and legal representatives.

**6.4 Interpretation, Venue, and Severability.**

This agreement shall be construed, interpreted, and enforced in accordance with Florida law without regard to conflicts of laws principles. Should any provision of this Agreement be held invalid or unenforceable by final judgment of a court of competent jurisdiction, it is the parties' intention that the remainder of this Agreement shall nevertheless be given effect as written. Any action arising out of or relating to this Agreement may be brought only in the Florida state court having jurisdiction and located in Leon County, Florida. If more than one party executes this Agreement as Client, then each such party shall be jointly and severally responsible for Client's performance and payment under this Agreement.

**6.5 Prior Performance.**

Services performed by MGT pursuant to Client's authorization, but before execution of this Agreement, shall be considered as having been performed pursuant to the terms and conditions of this Agreement.

**6.6 Notices.**

All written notices, demands or requests pursuant to this

Agreement may be served (as an alternate to personal service) by registered or certified mail or air freight services that provide proof of delivery, with postage and fees thereon fully prepaid, and addressed to the parties so to be served as follows:

If to MGT:

MGT of America, Inc.  
2123 Centre Pointe Blvd.  
Tallahassee, FL 32308

If to Client:

Gadsden County School District  
RE: Project 12-10-89-5612  
365 Martin Luther King, Jr. Blvd  
Quincy, FL 32351

Service of any such notice or demand so made by mail shall be deemed complete on the day of actual delivery as shown by the addressee's registry or certification receipt. Either party hereto may, from time to time, by written notice served upon the other as aforesaid, designate a different mailing address, or (a) different or additional person(s) to which or to whom all such notices or demands are thereafter to be addressed. Persons named to receive copies of notices are listed for accommodation only and are not required to be personally served to comply with service of notice on a party.

IN WITNESS WHEREOF, this agreement has been executed and delivered by Client and MGT on the date first written above.

Gadsden County School District

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

As its: \_\_\_\_\_

Address: 365 Martin Luther King, Jr. Blvd

City/State/Zip: Quincy, FL 32351

FEID: \_\_\_\_\_

MGT of America, Inc.

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

As its: \_\_\_\_\_

2123 Centre Pointe Blvd.  
Tallahassee, FL 32308  
FEID: 59-1576733

**MGT**  
OF AMERICA, INC.

---

ATTACHMENT A

Tallahassee Office  
2123 Centre Pointe Boulevard  
Tallahassee, Florida 32308  
P: (850) 386-3191  
F: (850) 385-4501  
www.mgtofamerica.com



August 29, 2012

Ms. Jane Butler  
Gadsden County Schools  
Office of the Superintendent  
365 Martin Luther King, Jr. Blvd.  
Quincy, Florida 32351

Dear Ms. Butler:

MGT of America, Inc. is pleased to submit a proposal for evaluating technology in Gadsden County Schools. We have earned a reputation as one of the nation's leading educational management consulting firms. Our consultants are professionals who have worked in the public education arena and understand the realities of public school management, including technology management. We possess the content area expertise in all the operational areas, including technology, and we utilize our review tools and performance measures to conduct the type of thorough analyses necessary for producing a quality technology assessment.

It is important to note that MGT does not try to sell additional products—our price quote is all-inclusive. MGT's advantage is that we are not just an operations-focused firm, but we also take into consideration how our recommendations will affect teachers, students, student learning, and student outcomes.

Please consider the following critical factors as you evaluate our proposal:

- Our emphasis is on producing solid, practical recommendations (including implementation steps, best practices, and cost implications) that will improve the efficiency and effectiveness of the district's information systems where implemented.
- We are proposing a comprehensive assessment of the district's information systems organization, policies, hardware/software infrastructure, current technology tools, staffing levels, professional development, and management effectiveness.
- We will make extensive use of benchmarking to identify "tried and true" structures, operations, tools, and systems that have a proven record of success in other school districts.
- We will provide clearly written reports with backup documentation of all findings, commendations, and recommendations.

The following sections contain our proven methodology, proposed work plan, and costs to conduct a technology review for Gadsden County Schools.

## **METHODOLOGY**

To ensure that our technology review of the Gadsden County Schools contains the appropriate characteristics, we propose the following methodological steps that have proven effective in our previous work with other school districts throughout the country:

1. Revise the project work plan, time schedule, and methodology presented in this proposal accordingly, if Gadsden County Schools requests.
2. Use the revised work plan, methodology, and time schedules to guide all subsequent activities of the evaluation.
3. Utilize a combination of focus groups and individual interviews to gather detailed information, opinions of, and ideas about the school district's technology-related management.
4. Conduct interviews with administrators, teachers, staff, and key stakeholders.
5. Use MGT's existing and copyrighted school district audit manual as the basis for developing a guide specifically tailored to Gadsden County Schools.
6. Utilize a combination of online teacher, central office administrator, and principal surveys to generate information about technology-related operations and concerns.
7. Provide Gadsden County Schools with a detailed data request list.
8. Prepare a preliminary draft of findings, conclusions, and recommendations. These findings will include both exemplary programs and practices and those areas needing improvement.
9. Submit draft findings, conclusions, and recommendations with five-year fiscal impacts to Gadsden County Schools for review and comment.
10. Make appropriate changes and prepare the final findings and recommendations according to the feedback received from the district.

## **WORK PLAN**

To implement our methodology described above, we are proposing a work plan for the evaluation of technology in Gadsden County Schools consisting of the following:

- **Task I      Project Initiation**
- **Task II     Stakeholder Involvement**
- **Task III    In-depth Technology Evaluation**
- **Task IV    Project Reporting**

The work plan which follows provides the objectives and deliverables to be accomplished in each of the major work tasks.

#### TASK 1.0: PROJECT INITIATION

##### SUMMARY OF GOALS AND METHODOLOGY:

We place great importance on the thoroughness, and the appropriateness of our work plan. For this reason, we have included as our first step, a complete review of our work plan by Gadsden County Schools. We will make appropriate revisions and issue a revised written work plan and time schedule as needed. We also recognize that an effective work plan for this type of technology assessment must be flexible enough to accommodate unforeseen issues.

##### OBJECTIVES:

- ♦ Gain a comprehensive and thorough understanding of the project's background and goals.
- ♦ Collect and review existing district studies, audits, and reports related to technology for the district (procedures or operations).
- ♦ Collect and review available sources of district, state, and national comparative data.
- ♦ Assess the impact of existing studies, reports, etc., on the work plan for the project.
- ♦ Identify any needed modifications in the work plan, expected outcomes, time lines, or deliverables.
- ♦ Establish a mutually agreed-upon project work plan, time lines, deliverables, and monitoring procedures that will lead to the successful accomplishment of all project objectives.

##### DELIVERABLES/MILESTONES:

- ♦ Revised work plan and time lines, if needed. Summary of any issues with data collection, if needed.

#### TASK 2.0: CONDUCT ONLINE SURVEYS OF DISTRICT ADMINISTRATORS, PRINCIPALS, AND TEACHERS

##### SUMMARY OF GOALS AND METHODOLOGY:

To secure the involvement of central office administrators, principals (including assistant principals), and teachers, our methodology involves administering online surveys. Through the use of anonymous surveys, district staff (central office, principals, and teachers) will have an opportunity to express their views about the technology operations of Gadsden County Schools.

##### OBJECTIVES:

- ♦ Provide avenues for administrators and teachers to express their views about the operations of technology in Gadsden County Schools.
- ♦ Generate statistically valid and reliable information about the perceptions and opinions of administrators and teachers about technology within the district.
- ♦ Determine how the opinions and perceptions of administrators and teachers differ or correspond.

**DELIVERABLE/MILESTONE:**

- ♦ Summary of opinions and perceptions of central office administrators, principals, and teachers.

**TASK 3.0: IN-DEPTH TECHNOLOGY EVALUATION**

**OBJECTIVES:**

- ♦ Assess the efficiency and effectiveness of hardware and software supporting the school district business and instruction.
- ♦ Evaluate the current organization and structure for supporting computers and technology associated with business administration and instructional staff.
- ♦ Evaluate user support efficiency and effectiveness.
- ♦ Determine the immediate and future need for technology enhancements, including:
  - Infrastructure.
  - Applications.
  - Telecommunications.
  - Web-related issues.
- ♦ Evaluate technology acquisition practices.
- ♦ Evaluate the district's long-range technology plans.
- ♦ Review the inservice requirements to ensure adequate technology proficiency among administrative and instructional staff.
- ♦ Review policies and procedures associated with the Student Information Systems data collections and submissions.
- ♦ Evaluate the relationship between instructional and business computing in the district.

**DELIVERABLE/MILESTONE:**

- ♦ Draft findings on the evaluation of technology operations in Gadsden County Schools.

**TASK 4.0: PREPARE DRAFT AND FINAL REPORTS**

**OBJECTIVES:**

- ♦ Using the findings from tasks 2 – 4, prepare written commendations and recommendations on how best to remain current with the technology provided and supported in Gadsden County Schools.
- ♦ Develop a plan for implementing recommendations that may include funding, staffing, equipment, and other information.



#### DELIVERABLES/MILESTONES:

- Draft report of findings, commendations, and recommendations for technology operations for Gadsden County Schools.
- Final report.

#### PROPOSAL ASSUMPTIONS

The work plan and budget for this proposal are based on several key assumptions about the project. Changes to these assumptions may impact both our methodology and project costs. We welcome the opportunity to meet with the Gadsden County Schools project manager to review, validate, or adjust these assumptions based on more complete information, and adjust the work plan and/or budget accordingly. Below, we present our assumptions:

#### GENERAL:

1. Some tasks will be conducted concurrently, when possible.
2. There will be designated senior managers at Gadsden County Schools and MGT to plan collaboratively and to resolve any issues that may arise.
3. MGT expects to have complete and timely access to necessary documents requested, as well as district personnel.
4. MGT will review and provide input as needed on draft and final documents prior to district submission.
5. MGT is willing to negotiate adjustments in the proposed cost should Gadsden County Schools and MGT mutually agree upon reduction or increases in the scope of the project.

#### CLIENT/DISTRICT RESPONSIBILITIES:

6. The district will provide timely explanations of data if needed.
7. The district staff should make any meetings or interviews a priority.
8. The district should assist in scheduling interviews and providing appropriate meeting rooms (with access to photocopier, telephone, and internet connection).

#### COSTS

MGT of America, Inc. is pleased to provide you with our cost to perform the Consulting Services – Information Systems for Gadsden County Schools. The proposed cost for the study is shown below:

Cost of services - \$27,500

MGT appreciates the opportunity to be of service to Gadsden County Schools and look forward to the opportunity to conduct this important study.

Ms. Jane Butler  
August 28, 2012  
Page 6

We are committed to helping Gadsden County Schools with this important evaluation and look forward to working with you. If you have any questions or need further information regarding our proposal, please contact me at [kbrooks@MGTofAmerica.com](mailto:kbrooks@MGTofAmerica.com).

Sincerely,



Kathy Brooks  
Partner, Director Center of Excellence – Performance Reviews and Program Evaluations

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 8h

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEM:** Interlocal Agreement

**DIVISION:** Facilities

         This is a CONTINUATION of a current project, grant, etc.

**PURPOSE AND SUMMARY OF ITEM:** For School Board approval of Interlocal Agreement with Gadsden County Board of County Commissioners for purchasing materials and equipment labor for rates as listed in attachment.

**FUND SOURCE:** not applicable

**AMOUNT:** not applicable

**PREPARED BY:** Wayne Shepard

**POSITION:** Director of Facilities

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**INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER**

         Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered \_\_\_\_\_

CHAIRMAN'S SIGNATURE: page(s) numbered \_\_\_\_\_

Be sure that the COMPTROLLER has signed the budget page.

This form is to be duplicated on light blue paper.



COMMISSIONERS:  
EUGENE LAMB, JR.  
District 1  
DOUGLAS M. CROLEY  
District 2  
GENE MORGAN  
District 3  
BRENDA HOLT  
District 4  
SHERRIE TAYLOR  
District 5

**GADSDEN COUNTY**  
**Board of County Commissioners**  
DEPARTMENT OF PUBLIC WORKS

ARTHUR LAWSON  
Interim County  
Administrator  
  
CHARLES T. CHAPMAN  
Director

September 26, 2012

Mr. Wayne Sheppard  
Gadsden County School Board  
35 M. L. King Jr. Blvd  
Quincy, FL 32351

Dear Mr. Sheppard,

Enclosed is the Interlocal Agreement for unpaved road maintenance for FY 2012/2013. The hourly cost for providing various maintenance services has increased. This Agreement has already been approved by the Board of County Commissioners and needs your signature for processing.

If you have any concerns, questions or changes, please contact me at your earliest convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles T. Chapman", is written over a set of horizontal lines.

Charles T. Chapman  
Public Works Director

## INTERLOCAL AGREEMENT

This AGREEMENT is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by and between Gadsden County, Florida, a political subdivision of the State of Florida, hereinafter called "County" and the Gadsden County School Board, within the County of Gadsden, hereinafter called the "School Board."

The School Board has determined that it may need to request the services of the County to assist with maintenance:

It is agreed to by and between School Board and County as follows:

1. During the term of this Agreement, the County, upon the School Board's request, shall perform the needed or desired maintenance on the paved and unpaved roads/drive ways accessing school properties and hauling various materials to school properties within Gadsden County.
2. During the term of this Agreement, should the School Board's desire County assistance with a special project, the School Board shall provide a written request submitted to the County Administrator. If approved by the County Administrator, the County shall provide a written quotation to the School Board for the work requested for special projects (i.e. athletic fields, drainage structures, or right of way maintenance). If the written quote is acceptable and approved by the School Board, then upon receiving written notice of approval, the County will schedule and perform the request work.
3. The Superintendent of the School Board or his/her authorized designee shall be the agent of the School Board for administration and implementation of this Agreement, and shall provide the Public Works Department with information concerning the need and necessity for County maintenance on unpaved or paved drive ways and/or special projects within Gadsden County. The County will undertake reasonable efforts to commence and complete the work depending on the availability of County equipment, personnel and materials. Such work shall be performed to applicable County standards, unless otherwise agreed in writing by the parties.
4. As compensation for maintenance requested by the School Board, the County shall bill based upon services rendered at the rate(s) indicated in "Attachment A."
5. If the School Board does not agree with billing fees for work performed, they may contact the County Administrator for resolution of billing disputes.
6. Should the School Board be in payment default of more than 30 days, the County Administrator shall cease all work under this agreement, unless prior payment arrangements have been made and agreed upon between the School Board and the County.

Attachment A  
Billing Rate Table

Road Scraping (Basis for Hourly Rate)

	<u>Duration</u>	<u>Item</u>	<u>Hourly Rate</u>	<u>fringes</u>	<u>total</u>
1	15 mins	Secretary	\$14.71	51.79%	\$5.58
2	15 mins	Billing - Office Manager	\$19.10	51.79%	\$7.25
3	10 mins	Operations Supervisor	\$20.98	51.79%	\$5.31
4	1 hour	Grader Operator	\$16.17	51.79%	\$24.54
	1 hour	Grader	\$80.00		\$80.00
					\$122.68
Contingency to cover unexpected damages					\$ 12.27
Estimated hourly cost for providing work related to scraping roads					\$134.95

Other Materials & Services (per ton)

	<u>material</u>	<u>employee cost</u>	<u>equipment/trucking</u> (1 hr basis)	<u>fringes</u>	<u>total</u>
Cost of sand per ton	\$ 2.50	\$ 0.75	\$ 4.44	\$ 1.13	\$ 8.82
Cost of sandy clay per ton	\$ 8.75	\$ 0.75	\$ 2.48	\$ 1.13	\$ 13.10
Cost of top soil per ton	\$ 16.25	\$ 0.75	\$ 2.48	\$ 1.13	\$ 20.60
Cost of limerock per ton	\$ 8.25	\$ 2.24	\$ 4.44	\$ 3.39	\$ 18.32
Cost of millings per ton	\$ 16.75	\$ 0.75	\$ 4.44	\$ 1.13	\$ 23.07
Cost of #57 rock per ton	\$ 21.00	\$ 2.24	\$ 4.44	\$ 3.39	\$ 31.07
Cost of crushed concrete per ton	\$ 9.00	\$ 0.75	\$ 4.44	\$ 1.13	\$ 15.32
Cost of granite rock - #57 size per ton	\$ 24.52	\$ 0.75	\$ 4.44	\$ 1.13	\$ 30.84
Cost of granite rock	\$ 37.25	\$ 0.75	\$ 4.44	\$ 1.13	\$ 43.57
Cost of shellrock per ton	\$ 10.00	\$ 2.24	\$ 4.44	\$ 3.39	\$ 20.07

	<u>labor</u>	<u>equipment/trucking</u> (1 hr basis)	<u>fringes</u>	<u>total</u>
cost of maintenance worker 1	\$ 9.86		\$ 14.97	\$ 24.83
Cost of dumptruck operator per hour	\$ 13.41		\$ 20.36	\$ 33.77
Cost of dump truck per hour		\$ 80.00		\$ 80.00
Cost of excavator/ditch cleaning (gradall) per hour		\$ 135.00		\$ 135.00
Cost of excavator/ditch cleaning (gradall) operator per hour	\$ 15.00		\$ 22.77	\$ 37.77
Cost of backhoe (#412) per hour		\$ 28.00		\$ 28.00
Cost of backhoe operator	\$ 16.07		\$ 24.40	\$ 40.47
Cost of boom mower per hour (456)		\$ 75.00		\$ 75.00
Cost of boom mower operator	\$ 17.42		\$ 26.44	\$ 43.85
Cost of grabber truck per hour		\$ 65.00		\$ 65.00
cost of grabber truck operator	\$ 16.07		\$ 24.40	\$ 40.47
Cost of front end loader per hour		\$ 85.00		\$ 85.00
Cost of front end loader operator	\$ 16.07		\$ 24.40	\$ 40.47
Cost of trackhoe per hour		\$ 135.00		\$ 135.00
Cost of trackhoe operator	\$ 16.07		\$ 24.40	\$ 40.47
Cost of jetter truck per hour		\$ 150.00		\$ 150.00
Cops of jetter truck operator	\$ 16.07		\$ 24.40	\$ 40.47
Cost of inmate van per hour		\$ 28.00		\$ 28.00
cost of inmate operator	\$ 14.66		\$ 22.25	\$ 36.90
Cost of sweeper		\$ 22.50		\$ 22.50
Cost of sweeper operator	\$ 12.93		\$ 19.63	\$ 32.55
Cost of grader (#512) w/side arm (sloper)		\$ 90.00		\$ 90.00
cost of grader sloper operator	\$ 16.07		\$ 24.40	\$ 40.47

Cost of grader (#513)		\$	80.00	\$	80.00
Cost of grader operator	\$	16.07		\$	24.40
				\$	40.47
Cost of Roller		\$	110.00	\$	110.00
cost of roller operator	\$	12.93		\$	19.63
				\$	32.55
Cost of Tractor per hour		\$	65.00	\$	65.00
Cost of tractor operator	\$	12.93		\$	19.63
				\$	32.55
Cost of Batwing (if used with Tractor)		\$	80.00	\$	80.00
Cost of harrow		\$	75.00	\$	75.00
Cost of Small Tractor (tw 10)		\$	35.00	\$	35.00
Cost of tractor with tiller per hour w/operator		\$	43.00	\$	43.00
pick-up truck per hour		\$	30.00	\$	30.00



**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 10a

**DATE OF SCHOOL BOARD MEETING:** October 23, 2012

**TITLE OF AGENDA ITEM:** Pest and Weed Control Services for Athletic Fields District Wide Bid #1213-09

**DIVISION:** Facilities

       This is a CONTINUATION of a current project, grant, etc.

**PURPOSE AND SUMMARY OF ITEM:** For Board approval of lowest bid for pest and weed control services for athletic fields district wide. Best bid received by Professional Pest Management, Inc. of Tallahassee, Florida. The best bid received for the fertilizer portion of the contract is Grounds Maintenance Services, Inc. of Quincy, Florida.

**FUND SOURCE:** 110

**AMOUNT:** \$12,083.50 for Pest and Weed Control Services for Athletic Fields District Wide  
\$11,306.10 for Fertilizer applications to Athletic Fields District Wide

**PREPARED BY:** Wayne Shepard

**POSITION:** Director of Facilities

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**INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER**

       Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered \_\_\_\_\_

CHAIRMAN'S SIGNATURE: page(s) numbered \_\_\_\_\_

Be sure that the COMPTROLLER has signed the budget page.

This form is to be duplicated on light blue paper.

# The School Board of Gadsden County



*Building A Brighter Future*

Reginald C. James  
SUPERINTENDENT  
OF SCHOOLS

35 MARTIN LUTHER KING, JR. BLVD.  
QUINCY, FLORIDA 32351  
TEL: (850) 627-9651  
FAX: (850) 627-2760  
www.gcps.k12.fl.us

To: Mr. Reginald C. James – Superintendent of Schools  
From: Wayne Shepard – Director of Facilities  
Re: Bid Number 1213-09 – Pest and Weed control services for Athletic Fields District Wide  
Date: October 8, 2012

Mr. James

We opened bid package number 1213-09 on October 2, 2012 at 2:00pm for Pest and Weed control services for Athletic field's district wide.

We sent out packages to four (4) vendors who have experience in this kind of work, and received four packages back.

In the bid documents it was stated that awards would be made in the best interest of the School District to the lowest and best bidder or bidders. I mention this because I'm recommending two different bidders for the work described in this bid.

My recommendation is that we award the Pest and Weed control section to Professional Pest Management Inc. out of Tallahassee Florida. They have and are doing work for the School Board and I might add doing a good job. Their total price for the contract term is \$12,083.50.

My recommendation for the Fertilizer portion of the contract is Grounds Maintenance Services Inc. of Quincy Florida. They have and are doing work for the School Board and I might add doing a good job. Their total price for five (5) applications of blended slow release fertilizer during the term of the contract is \$11,306.10.

This will be going to the School Board for approval on October 23, 2012. If you have any questions or concerns please feel free to call me at 850-627-9888 or 850-545-7918 or [shepardw@gcpsmail.com](mailto:shepardw@gcpsmail.com).

Signed

  
Wayne Shepard

CC. Mrs. Rosalyn Smith  
Mrs. Bonnie Wood

Eric F. Hinson  
DISTRICT NO. 1  
HAVANA, FL 32333

Judge B. Helms, Jr.  
DISTRICT NO. 2  
QUINCY, FL 32351  
HAVANA, FL 32333

ISAAC SIMMONS, JR.  
DISTRICT NO. 3  
CHATTACHOOCHIEE, FL 32324  
GREENSBORO, FL 32330

Charlie D. Frost  
DISTRICT NO. 4  
GREENSBORO, FL 32330  
QUINCY, FL 32352

ROGER P. MILTON  
DISTRICT NO. 5  
QUINCY, FL 32351

# Professional Pest Management, Inc.

4129 Neil Court  
 Tallahassee, Fl. 32303  
 Mobile (850) 599-5928  
 Fax (850) 562-7580  
 keithppm57@yahoo.com

October 3, 2012

**Proposal Submitted To:**

**Field to be Treated @ West Gadsden High:**

Att: Wayne Sheppard  
 Gadsden County Schools  
 35 Martin Luther King Jr. Blvd.  
 Quincy, Fl. 32351

Football Field = 2.50 Acres

Dear Wayne,

Below you will proposed applications for your sports turf we discussed.

## 2012-13 SPORTS TURF PROPOSAL (October 1 through June 30)

Month:	Description of Application:	Acreage:	Cost per Acre:	Total Cost:
Late October	Fall preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.50	\$175.00	\$ 437.50
March 2013	Spring preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.50	\$175.00	\$ 437.50
June 2013	Insecticide application (Top Choice) for mole cricket/ant control.	2.50	\$365.00	\$ 912.50

**Grand Total for West Gadsden Football Field ----- \$1787.50**

\*Note: Any insect problems other than mole crickets and fire ants are treated on an as needed basis at contract cost.

As always, it is a pleasure doing business with you.

Best Regards,

  
 Keith Collinsworth, President

# Professional Pest Management, Inc.

4123 Nail Court  
Tallahassee, Fl. 32309  
Mobile (850)566-5928  
Fax (850)562-7580  
kcollppm57@yahoo.com

October 3, 2012

**Proposal Submitted To:**

**Field to be Treated @ West Gadsden High:**

Att: Wayne Sheppard  
Gadsden County Schools  
35 Martin Luther King Jr. Blvd.  
Quincy, Fl. 32351

Practice Field = 2.00 Acres

Dear Wayne,

Below you will proposed applications for your sports turf we discussed.

## 2012-13 SPORTS TURF PROPOSAL (October 1 through June 30)

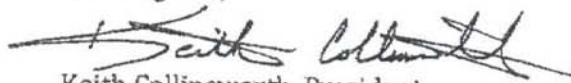
Month:	Description of Application:	Acreage:	Cost per Acre:	Total Cost:
Late October	Fall preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.00	\$175.00	\$ 350.00
March 2013	Spring preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.00	\$175.00	\$ 350.00
June 2013	Insecticide application (Top Choice) for mole cricket/ant control.	2.00	\$365.00	\$ 730.00

**Grand Total for West Gadsden Practice Field ----- \$1430.00**

\*Note: Any insect problems other than mole crickets and fire ants are treated on an as needed basis at contract cost.

As always, it is a pleasure doing business with you.

Best Regards,

  
Keith Collinsworth, President

# Professional Pest Management, Inc.

4125 Neil Court  
 Tallahassee, Fl. 32303  
 Mobile (850) 599-5928  
 Fax (850) 562-7580  
[keithppm57@yahoo.com](mailto:keithppm57@yahoo.com)

October 3, 2012

**Proposal Submitted To:**

**Field to be Treated @ West Gadsden High:**

Att: Wayne Sheppard  
 Gadsden County Schools  
 35 Martin Luther King Jr. Blvd.  
 Quincy, Fl. 32351

Baseball Field = 2.50 Acres

Dear Wayne,

Below you will proposed applications for your sports turf we discussed.

## 2012-13 SPORTS TURF PROPOSAL (October 1 through June 30)

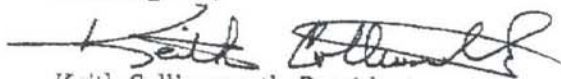
Month:	Description of Application:	Acreage:	Cost per Acre:	Total Cost:
Late October	Fall preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.70	\$175.00	\$ 472.50
March 2013	Spring preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.70	\$175.00	\$ 472.50
June 2013	Insecticide application (Top Choice) for mole cricket/ant control.	2.70	\$365.00	\$ 985.50

**Grand Total for West Gadsden Baseball Field ..... \$ 1930.50**

\*Note: Any insect problems other than mole crickets and fire ants are treated on an as needed basis at contract cost.

As always, it is a pleasure doing business with you.

Best Regards,

  
 Keith Collinsworth, President

# Professional Pest Management, Inc.

4123 Nell Court  
Tallahassee, FL 32303  
Mobile (850) 599-5928  
Fax (850) 562-7580  
keithppm57@yahoo.com

October 3, 2012

**Proposal Submitted To:**

Att: Wayne Sheppard  
Gadsden County Schools  
35 Martin Luther King Jr. Blvd.  
Quincy, Fl. 32351

**Field to be Treated @ West Gadsden High:**

Softball Field = 2.50 Acres

Dear Wayne,

Below you will proposed applications for your sports turf we discussed.

## 2012-13 SPORTS TURF PROPOSAL (October 1 through June 30)

Month:	Description of Application:	Acreage:	Cost per Acre:	Total Cost:
Late October	Fall preemergence herbicide application for controlling broadleaf weeds/ grasses.	1.25	\$175.00	\$ 218.75
March 2013	Spring preemergence herbicide application for controlling broadleaf weeds/ grasses.	1.25	\$175.00	\$ 218.75
June 2013	Insecticide application (Top Choice) for mole cricket/ant control.	1.25	\$365.00	\$ 456.25

**Grand Total for West Gadsden Softball Field ----- \$ 893.75**

\*Note: Any insect problems other than mole crickets and fire ants are treated on an as needed basis at contract cost.

As always, it is a pleasure doing business with you.

Best Regards,

  
Keith Collinsworth, President

# Professional Pest Management, Inc.

4129 Neil Court  
 Tallahassee, FL 32303  
 Mobile: (850) 599-5928  
 Fax: (850) 582-7580  
 keith@ppm57@yahoo.com

October 3, 2012

**Proposal Submitted To:**

Att: Wayne Sheppard  
 Gadsden County Schools  
 35 Martin Luther King Jr. Blvd.  
 Quincy, FL 32351

**Field to be Treated @ East Gadsden High:**

Football Field = 2.50 Acres

Dear Wayne,

Below you will proposed applications for your sports turf we discussed.

## 2012-13 SPORTS TURF PROPOSAL (October 1 through June 30)

Month:	Description of Application:	Acreage:	Cost per Acre:	Total Cost:
Late October	Fall preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.50	\$175.00	\$ 437.50
March 2013	Spring preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.50	\$175.00	\$ 437.50
June 2013	Insecticide application (Top Choice) for mole cricket/ant control.	2.50	\$365.00	\$ 912.50

**Grand Total for East Gadsden Football Field ----- \$1787.50**

\*Note: Any insect problems other than mole crickets and fire ants are treated on an as needed basis at contract cost.

As always, it is a pleasure doing business with you.

Best Regards,



Keith Collinsworth, President

# Professional Pest Management, Inc.

4123 Nell Court  
 Tallahassee, FL 32303  
 Mobile (860) 589-5928  
 Fax (860) 562-7580  
 keith@ppm57@yahoo.com

October 3, 2012

**Proposal Submitted To:**

**Field to be Treated @ East Gadsden High:**

Att: Wayne Sheppard  
 Gadsden County Schools  
 35 Martin Luther King Jr. Blvd.  
 Quincy, Fl. 32351

Practice Field = 2.50 Acres

Dear Wayne,

Below you will proposed applications for your sports turf we discussed.

## 2012-13 SPORTS TURF PROPOSAL (October 1 through June 30)

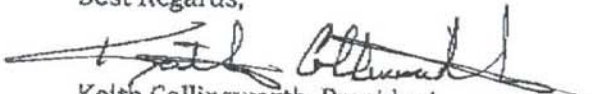
Month:	Description of Application:	Acreage:	Cost per Acre:	Total Cost:
Late October	Fall preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.00	\$175.00	\$ 350.00
March 2013	Spring preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.00	\$175.00	\$ 350.00
June 2013	Insecticide application (Top Choice) for mole cricket/ant control.	2.00	\$365.00	\$ 730.00

**Grand Total for East Gadsden Practice Field ----- \$1430.00**

\*Note: Any insect problems other than mole crickets and fire ants are treated on an as needed basis at contract cost.

As always, it is a pleasure doing business with you.

Best Regards,

  
 Keith Collinsworth, President



# Professional Pest Management, Inc.

4123 Nell Court  
 Tallahassee, FL 32303  
 Mobile (850) 599-5928  
 Fax (850) 562-7580  
 keithppm57@yahoo.com

October 3, 2012

**Proposal Submitted To:**

Att: Wayne Sheppard  
 Gadsden County Schools  
 35 Martin Luther King Jr. Blvd.  
 Quincy, FL 32351

**Field to be Treated @ East Gadsden High:**

Baseball Field = 2.70 Acres

Dear Wayne,

Below you will proposed applications for your sports turf we discussed.

## 2012-13 SPORTS TURF PROPOSAL (October 1 through June 30)

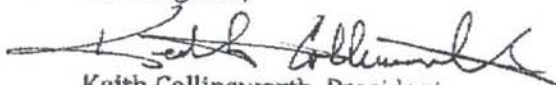
Month:	Description of Application:	Acreage:	Cost per Acre:	Total Cost:
Late October	Fall preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.70	\$175.00	\$ 472.50
March 2013	Spring preemergence herbicide application for controlling broadleaf weeds/ grasses.	2.70	\$175.00	\$ 472.50
June 2013	Insecticide application (Top Choice) for mole cricket/ant control.	2.70	\$365.00	\$ 985.50

**Grand Total for East Gadsden Baseball Field ----- \$1930.50**

\*Note: Any insect problems other than mole crickets and fire ants are treated on an as needed basis at contract cost.

As always, it is a pleasure doing business with you.

Best Regards,

  
 Keith Collinsworth, President