

USD 443 Board of Education
Ford County, Kansas

AGENDA

June 29, 2015

Special Board of Education Meeting



Dodge City High School—Summer PE

Reaching  Higher
Excellence, Equity, Excitement



World Class Education



ACADEMIC EXCELLENCE

- Increased Student Achievement
- Comprehensive Educational Program
- Supplemental Programs & Services



LEARNING ENVIRONMENT

- Safe and Orderly School Climate
- Alternative Education Programs & Services
- Facilities Planning & Development



STAFF DEVELOPMENT

- Staff Recruitment & Retention
- Professional Growth Opportunities
- Compensation & Benefits



COMMUNITY INVOLVEMENT

- Parent Involvement
- Effective Communication
- Business & Community Partnerships



ACCOUNTABILITY

- Fiscal Responsibility & Accountability
- Resource Allocation & Management
- Advocacy for Public Education

BOARD OF EDUCATION UNIFIED SCHOOL DISTRICT NO. 443
Ford County, Dodge City, Kansas

Special Board of Education Meeting

Monday, June 29, 2015, 7:00 PM

Austen Board Room

1000 N. 2nd Avenue

AI - Action Item DI - Discussion Item IO - Information Only

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- (AI) **3. Adoption of the Agenda**
- (AI) **4. Consent Agenda**
 - Approval of Personnel, including the Supplemental Personnel Report **(pp. 2-3)**
 - Approval of June 8, 2015 Board Minutes **(pp. 4-11)**
 - Approval of June 10, 2015 Board Minutes **(pp. 12-13)**
 - Approval of Edmentum Study Island License Renewal **(pp. 14-16)**
 - Approval of the 2015-2016 Parents As Teachers Grant Award **(pp. 17-19)**
 - Approval of Cargill Donation to the ESL/Migrant Program **(p. 20)**
- (IO) **5. Interest-Based Bargaining – DC-NEA**
- (AI) **6. Approval of School Facilities Project Calendar and Project Scope (pp. 21-22)**
- (AI) **7. Approval of Notice of Intent to Utilize an Alternative Project Delivery Method: Construction Manager At Risk (CMAR) (pp. 23-30)**
- (IO) **8. School Facilities: Next Steps**
 - Publish a notice regarding the intent to use Construction Manager At Risk (CMAR).
 - Public comment regarding CMAR delivery method for project at July 13 meeting.
 - Approve recommendation to solicit Request for Proposals for CMAR.
 - Publish and distribute the CMAR Request for Proposal (RFP) to interested parties.
 - Appoint a committee to review CMAR proposals.
 - Screen RFP's and identify two or more to be interviewed by the Board.
 - Approve a CMAR at the August 10, 2015 Board meeting.
- (AI) **9. Executive Session** - for Personnel, to discuss personnel matters of non-elected personnel in order to protect the privacy of the individual(s) to be discussed; and Negotiations, in order to protect the public interest in negotiating a fair and equitable contract.
- (AI) **10. Adjourn**

A. Approval of Personnel

Personnel Report 06-24-2015

Separations

Status	Last Name	First Name	Location	Title	Assignment	End Date
Classified	Valencia	Teri	Miller Elementary	Paraprofessional		5/21/2015
Classified	Algers	Erma	Miller Elementary	Paraprofessional		5/21/2015
Classified	Padilla	Taylor	Wilroads Gardens Elem	Paraprofessional		5/21/2015
Certified	Valerie	Patterson	Beeson Elementary	5th Grade Teacher		5/22/2015
Classified	Dolores	Huffman	Alternative Education	Secretary		8/31/2015

Appointments

Status	Last Name	First Name	Location	Title	Assignment	Start Date
Certified	Powell	Caprice	CMS	School Counselor		8/10/2015
Classified	Taylor	Rashaan	Maintenance	Summer Paint Crew		6/12/2015
Classified	Taylor	Jonathan	Maintenance	Summer Paint Crew		6/12/2015
Classified	Espinoza	Matthew	Maintenance	Summer Paint Crew		6/15/2015

Transfers

Status	Last Name	First Name	From	New Assignment	New Location	Start Date
Classified	Laskowsky	Allison	Paraprofessional	Long Term Substitute	Linn Elementary	8/17/2015
Classified	Koops	Kris	Substitute Teacher	Long Term Substitute	Soule Elementary	4/23/2015
Classified	Gomez	Esmeralda	Mgmt. Info. Services	Info Systems III	Administration Bldg	7/1/2015

Substitutes

License Type	Last Name	First Name	Location	Assignment	License Date	Ending Date
None						

Extra Duty

Status	Last Name	First Name	Location	Assignment	Start	End
Classified	Garcia	Blanca	Administration Bldg	Election Ballots	6/1/2015	6/5/2015
Certified	Morton	Priscila	Sunnyside Elementary	Summer School Teacher	7/27/2015	8/7/2015
Certified	Downey	Katlen	Sunnyside Elementary	Summer School Teacher	7/27/2015	8/7/2015
Certified	Culver	Jane	Sunnyside Elementary	Summer School Teacher	7/27/2015	8/7/2015
Certified	Kinsey	Sara	Sunnyside Elementary	Summer School Teacher	7/27/2015	8/7/2015
Certified	Chilton	Christopher	DCMS	Summer School Substitute	6/1/2015	6/25/2015
Certified	Dawson	Daniel	DCMS	Summer School 7th Grade Science	6/1/2015	6/25/2015

A. Approval of Personnel

Personnel Report 06-24-2015

Certified	Williams	Barbara	DCHS	Summer Curr Work World Languages	6/22/2015	6/26/2015
Certified	Ortiz-Smith	Maria	The Learning Center	Kelley Gillespie Workshop	6/8/2015	6/8/2015
Certified	Teran	Erica	The Learning Center	Kelley Gillespie Workshop	6/8/2015	6/8/2015
Certified	Preisner	Kayla	The Learning Center	Kelley Gillespie Workshop	6/8/2015	6/8/2015
Certified	Cunningham	Amber	The Learning Center	Kelley Gillespie Workshop	6/8/2015	6/8/2015
Certified	Rumbaugh	Lisa	The Learning Center	Kelley Gillespie Workshop	6/8/2015	6/8/2015
Certified	Armstrong	Kimberly	The Learning Center	Kelley Gillespie Workshop	6/8/2015	6/8/2015
Certified	Adams	Robyn	The Learning Center	Kelley Gillespie Workshop	6/8/2015	6/28/2015
Certified	Temblador	Diana	The Learning Center	Kelley Gillespie Workshop	6/8/2015	6/8/2015
Classified	Stauth	Steven K	Maintenance	Retirement Compensation (prorated)	6/1/2015	11/24/2015
Classified	Carter	Dick	Maintenance/WG	Retirement Compensation (prorated)	6/1/2015	12/17/2015

Retirements

Status	Last Name	First Name	Location	Assignment	Employment	Retirement
None						

Unified School District 443
Dodge City, Kansas

Minutes

Board of Education
Unified School District 443
Dodge City Public Schools
Ford County, Kansas

June 8, 2015 – 7:00 PM
Austen Board of Education Auditorium
1000 North Second Avenue
Dodge City, Kansas

Agenda Item No.	Item	Person(s)	Motion or Activity	Action Taken
1.	Call to Order	President Lisa Killion		
2.	Pledge of Allegiance	President Lisa Killion		
3.	Roll Call	President Lisa Killion	<u>Members present:</u> Lisa Killion, Barbara Lundin, Tammie West, and Traci Rankin <u>Members absent:</u> Ryan Ausmus, Brian Winter and Jeff Hiers	
4.	Adoption of the Agenda	Moved – Traci Rankin Seconded – Tammie West	Adopt the agenda, with the Supplemental Personnel Report, as presented.	Motion Passed 4-0
5.	Approval of Bills	Moved – Barbara Lundin Seconded – Tammie West	The bills were reviewed by Barbara Lundin. The Board of Education approved the bills, as presented.	Motion Passed 4-0
			Jeff Hiers joined the meeting at 7:02 PM	
6.	Special Presentations	President Lisa Killion	None	None
7.	Recognition of Visitors	President Lisa Killion	No public comments were made.	None
8.	Consent Agenda A. Approval of Personnel Report B. Approval of Minutes for May 11, 2015 Board of Education meeting	Moved – Jeff Hiers Seconded – Barbara Lundin	The Board of Education approved the Consent Agenda, including the Supplemental Personnel Report.	Motion Passed 5-0

	C. Approval of KSDE Migrant Summer Services Grant Award D. Approval of Sunflower Bank ABC's In Schools Program Donation E. Approval of 2015-2016 Elementary Student Handbook Revisions F. Approval of 2015-2016 Secondary Student Handbook Revisions G. Approval of 2015-2016 District Operational Handbooks H. Approval of 2015-2016 School Bus Driver's Handbook I. Approval of Reimbursement for Board of Education Member's Internet Access J. Approval of Revisions to the Therapeutice Education Center Master Agreement K. Approval of Addendum to Articles of Agreement for Special and/or Regular Education Programming Among EmberHope (a.k.a. United Methodist Youthville) Unified School District 443, and Southwest Kansas Area Cooperative District 613 L. Approval of Building Blocks Early Childhood Grant Award – Elementary Libraries M. Approval of Discover MyPlate and Serving up MyPlate Grant Application – Linn Elementary N. Approval of Edgenuity (E2020) Software Subscription Renewal			
9.	New Business			
	A. Curriculum and Instruction			

Unified School District 443
Dodge City, Kansas

	1. Approval of School Fundraising Request for 2015-2016	Assistant Superintendent for Secondary Education, Mischel Miller Moved – Traci Rankin Seconded – Tammie West	The Board of Education approved the fundraising requests for the 2015-16 school year as submitted.	Motion Passed 5-0
	2. Approval of Overnight Student Trip Requests for 2015-16	Assistant Superintendent for Secondary Education, Mischel Miller Moved – Tammie West Seconded – Traci Rankin	The Board of Education approved the overnight trip requests for the 2015-16 school year, as submitted.	Motion Passed 5-0
	3. Approval of Dell Replacement Computers for DCHS Business Labs and Office Staff	Executive Director of Management Information Systems – Ray Wlpf Moved – Tammie West Seconded – Barbara Lundin	The Board of Education approved the purchase of replacement computers from Dell, Inc., in an amount not to exceed \$220,000.	Motion Passed 5-0
	4. Preliminary Kindergarten Registration for 2015-2016	Assistant Superintendent for Elementary Education, Judy Beedles – Miller	The Board of Education accepted the updated information on Kindergarten Registration for 2015-16.	None – Information Item Only
	B. Public Information	Yvonda Offerle, Public Information Officer		
	1. Approval of Renewal of Website, Including Mobile App and Mass Notification	Moved – Traci Rankin Seconded – Tammie West	The Board of Education approved the renewal of the USD 443 website with SchoolWorld, and implementation of the Parentlink Apptivate mobile application and Notify Mass Notification System at a total cost of \$25,604.37.	Motion Passed 5-0
	C. Human Resources	Executive Director of Human Resources, Susan Scherling		
	1. Approval of Board of Education Policy Revisions	Moved – Traci Rankin Seconded – Tammie West	The Board of Education approved and adopted the policy/regulation recommendations, as amended.	Motion Passed 5-0

Unified School District 443
Dodge City, Kansas

	2. Approval of Bloodborne Pathogens Exposure Control Plan	Moved – Tammie West Seconded – Barbara Lundin	The Board of Education approved the USD 443 – Dodge City Public Schools Bloodborne Pathogens Exposure Control Plan.	Motion Passed 5-0
	D. Business and Operations	Executive Director of Business and Operations, William Hammond		
	1. Energy Star Certification and USD 443 Energy Conservation Program	Dr. Morris Reeves, District Energy Manager	The Board of Education received the energy report from the USD 443 Energy Conservation Program.	None – Information Item Only
	2. Authorize the Clerk of the Board to Pay FY 2015 Bills	Moved – Jeff Hiers Seconded – Traci Rankin	The Board of Education authorized the Clerk of the Board and Board Treasurer to pay usual and customary bills received for FY 2015 following the final Board of Education meeting in June, and prior to the first Board meeting of the new fiscal year in July.	Motion Passed 5-0
	3. Approval of Bid for Civic Center Fire Safety Improvements	Moved – Tammie West Seconded – Lisa Killion	The Board of Education made the decision to table the decision on this item, until after consultation with board counsel in Executive Session. Following Executive Session, did not approve the bid from Hutton Construction for Civic Center Fire/Life Safety Improvments.	Motion Failed 1-4
	4. Approval of Workers Compensation Insurance	Moved – Jeff Hiers Seconded – Traci Rankin	The Board of Education approved the contract with United Wisconsin Insurance Company for workers compensation coverage at an estimated cost of \$325,242 and authorized the Clerk of the Board to sign contracts and issue a purchase order for same, subject to review by Board Counsel.	Motion Passed 5-0
	5. Property, Casualty, and Liability Insurance Commissions	Moved – Jeff Hiers Seconded – Tammie West	The Board of Education authorized administration to issue a request for insurance proposals based on a fee structure instead of commission basis effective with the March 2016 renewal.	Motion Passed 5-0
	E. Superintendent's Office	Superintendent of Schools, Alan Cunningham		

Unified School District 443
Dodge City, Kansas

	1. Approval of Instructional Materials Fees for 2015-2016	Moved – Tammie West Seconded – Barbara Lundin	The Board of Education approved the following instructional materials fees for the 2015-2016 school year: • Grades K-5 - \$30.00 per year, prorated for a semester • Grades 6-8 - \$40.00 per year, prorated for a semester • Grades 9-12 - \$55.00 per year, prorated for a semester	Motion Passed 5-0
	2. Board of Education Meeting on June 22 or June 29	Moved – Jeff Hiers Seconded – Traci Rankin	The Board of Education approved the change of date for the next Board of Education meeting from Monday, June 22, 2015, to Monday, June 29, 2015.	Motion Passed 5-0
	3. Update on Certified Teacher Vacancies		The Board of Education received the update regarding the tentative plans to address staff vacancies for the 2015-2016 school year.	None – Information Item Only
	F. Board of Education Member District Responsibilities	1. Park and Recreation Advisory Board – Barbara Lundin and Brian Winter (Alternates: Jay Gifford and Tamie Preston) 2. Bright Beginnings /Head Start Policy Council – Traci Rankin 3. Special Education – Jeff Hiers, and (Alternate: Barbara Lundin) 4. Legislative – Ryan Ausmus 5. Capital Outlay –Tammie West and Brian Winter 6. Calendar Committee – Traci Rankin 7. Review district bills prior to July 13 Board Meeting: Brian Winter		None – Information Item Only
10.	Announcements	President Lisa Killion	• Monday, June 22 or June 29, 2015 – Board of Education meeting (tentative), Austen Board Room at 7:00 PM • Thursday, June 25, 2015 – 12:00 Noon – School Facilities Election Ballots are due at the County Clerk's Office • Monday, July 13, 2015 – Board of Education organizational meeting for the 2015-2016 school year, Austen Board Room at 7:00 PM.	None – Information Item Only
11.	Items for Future Board Meetings		None	

Unified School District 443
Dodge City, Kansas

12.	Executive Session	Moved – Tammie West Seconded – Traci Rankin	The Board of Education moved into Executive Session at 8:47 PM for 30 minutes for discussion of personnel matters of non-elected personnel, in order to protect the privacy interests of the individual(s) to be discussed; and for discussion of negotiations, in order to protect the public interest by negotiating a fair and equitable contract, and to have preliminary discussions about the acquisition of real property, in order to protect the public interest in obtaining the property at a fair price; and for consultation with our attorney on a matter protected by the attorney-client privilege, in order to protect the privilege and the board's position in administrative proceedings. In addition to the Board of Education members, the Executive Session included Alan Cunningham, Superintendent of Schools; William Hammond, Executive Director of Business and Operations; Judy Beedles-Miller, Asst. Superintendent of Elementary Education and Brad Ralph, Board Legal Counsel. Bill Hammond left the meeting at 8:48 PM Judy Beedles-Miller left the meeting at 9:12 PM	Motion Passed 5-0
	Reconvene Open Session		The Board returned to open session at 9:17 PM.	
	Executive Session	Moved – Jeff Hiers Seconded – Tammie West	The Board of Education returned to Executive Session at 9:18 PM for 15 minutes for discussion of personnel matters of non-elected personnel, in order to protect the privacy interests of the individual(s) to be discussed; and for discussion of negotiations, in order to protect the public interest by negotiating a fair and equitable contract, and to have preliminary discussions about the acquisition of real property, in order to protect the public interest in obtaining the property at	Motion Passed 5-0

Unified School District 443
Dodge City, Kansas

			a fair price; and for consultation with our attorney on a matter protected by the attorney-client privilege, in order to protect the privilege and the board's position in administrative proceedings. In addition to the Board of Education members, the Executive Session included Alan Cunningham, Superintendent of Schools; and Brad Ralph, Board Legal Counsel.	
	Reconvene Open Session		The Board returned to open session at 9:33 PM.	
	Executive Session	Moved – Tammie West Seconded – Jeff Hiers	The Board of Education returned to Executive Session at 9:33 PM for 5 minutes for consultation with our attorney on a matter protected by the attorney-client privilege, in order to protect the privilege and the board's position in administrative proceedings.	Motion Passed 5-0
	Reconvene Open Session		The Board returned to open session at 9:38 PM.	
	Executive Session	Moved – Tammie West Seconded – Jeff Hiers	The Board of Education returned to Executive Session at 9:40 PM for 5 minutes for consultation with our attorney on a matter protected by the attorney-client privilege, in order to protect the privilege and the board's position in administrative proceedings.	Motion Passed 5-0
	Reconvene Open Session		The Board returned to open session at 9:43 PM.	
13.	Approval of Linn Elementary Principal	Moved – Tammie West Seconded – Jeff Hiers	The Board of Education approved the transfer of Amy Eakin from the Assistant Principal's position at Ross Elementary School to the Principalship at Linn Elementary School.	Motion Passed 4-1

Unified School District 443
Dodge City, Kansas

14.	Adjourn Meeting	Moved – Tammie West Seconded – Traci Rankin	Adjourned the Board meeting at 9:45 PM.	Motion Passed 5-0
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These minutes were approved by the Board of Education, Unified School District 443, Ford County, Kansas, on Monday, July 13, 2015.

Lisa Killion, President
USD 443 Board of Education

William Hammond, Clerk of the Board
Unified School District 443

Special Meeting Minutes

Board of Education
Unified School District 443
Dodge City Public Schools
Ford County, Kansas

June 10, 2015 – 5:30PM
Austen Board Room
1000 N. 2nd Avenue
Dodge City, Kansas

Agenda Item No.	<i>Item</i>	<i>Person(s)</i>	<i>Motion or Activity</i>	<i>Action Taken</i>
1.	Call to Order	President Lisa Killion		
2.	Roll Call	President Lisa Killion	Members present: Lisa Killion, Brian Winter, Barbara Lundin, Jeff Hiers, Traci Rankin, Tammie West and Ryan Ausmus. Members absent: None	
3.	Executive Session	Moved – Tammie West Seconded – Brian Winter	The Board moved into Executive Session at 5:30 PM for 30 minutes for consultation with our attorney on a matter protected by the attorney-client privilege, in order to protect the privilege and the board's position in administrative proceedings. In addition to the Board of Education members, the Executive Session included Alan Cunningham, Superintendent of Schools; and Brad Ralph, Board Legal Counsel.	Motion Passed 7-0
	Reconvene Open Session		The Board returned to open session at 6:00 PM.	
4.	Adjourn Meeting	Moved – Tammie West Seconded – Traci Rankin	Adjourned the meeting at 6:01 PM.	Motion Passed 7-0

These minutes were approved by the Board of Education, Unified School District 443, Ford County, Kansas, on Monday, July 13, 2015.

Lisa Killion, President
USD 443 Board of Education

William Hammond, Clerk of the Board
Unified School District 443

**USD 443 BOARD OF EDUCATION
WAIVER OF NOTICE**

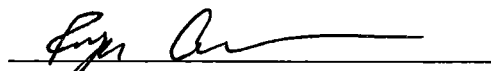
I hereby waive the written notice required by the provisions of K.S.A. 72-8205 to the time, place, and purpose of a **special meeting** of the Board of Education of Unified School District 443, Dodge City, Ford County, Kansas, held on June 10, 2015 at 5:30 PM.

Purpose for meeting: Executive Session for Consultation With Our Attorney On a Matter Protected by the Attorney-Client Privilege, In Order to Protect the Privilege and the Board's Position in Administrative Proceedings.

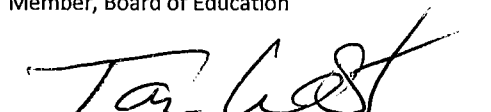
Location: Austen Board of Education Auditorium, 1000 N. Second Ave., Dodge City, KS

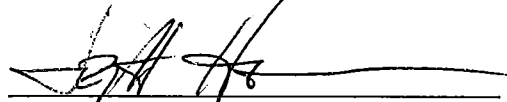

Member, Board of Education

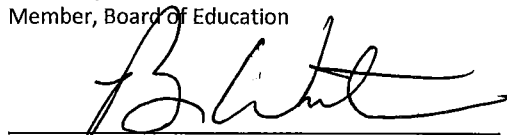

Member, Board of Education


Member, Board of Education


Member, Board of Education


Member, Board of Education


Member, Board of Education


Member, Board of Education

Attest:


Clerk, Board of Education
Unified School District 443
Dodge City, Ford County, Kansas

**Board of Education
Dodge City Public Schools**

Date: June 29, 2015	Subject: Annual <i>Edmentum-Study Island</i> License Renewal
Initiated By: Judy Beedles Miller and Robert Vinton	Attachments: Edmentum Order Form
Reviewed By: Administrative Cabinet	

BACKGROUND INFORMATION: *Edmentum-Study Island* is a computer program designed to help K-12 students master the content specified in the Kansas College and Career Ready Standards and the Common Core standards. The program provides academic support, practice and assessment data. The immediate feedback helps educators monitor student progress and differentiate instruction. It is used for self-paced, individualized learning, or teacher-led and whole-class instruction.

CURRENT CONSIDERATIONS: *Edmentum-Study Island* has been available the past few years in Dodge City Public Schools with teachers using the content of the programs in various ways to meet the needs of the students. Content of the program assists teachers with meeting the rigorous requirements of Kansas content standards. The current contract for *Study Island* was for a two year cost of \$104,000.00 with \$52,000 paid August 15, 2014 for the 14-15 school year, and \$52,000 due during the summer for the 15-16 school year.

FINANCIAL CONSIDERATIONS: The cost to complete the two-year contract for K-12 *Edmentum-Study Island* is \$52,000, and is budgeted from the Bilingual program budget (5-10-1000-321-00-000).

STAFF RECOMMENDATION: The Board of Education is respectfully requested to approve the final payment of the *Edmentum-Study Island* contract for K-12 classrooms for the amount of \$52,000.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion



94402

Date: 5/29/2014
 Order Number: 10225448
 Revision: 3
 Order Form Expiration Date: 10/7/2014

ORDER FORM

Please fax all pages to 1.877.519.9555 or email to orders@edmentum.com
 To Pay by Credit Card: Call 214.294.9901 or e-mail creditcardprocessing@edmentum.com

Customer and Billing Address

Customer No.: 233452
 Customer Name: DODGE CITY UNIF SCH DIST 443
 Billing Address: 1000 2ND AVENUE PO BOX 460
 DODGE CITY, KS 67801-0460

Products and Services

Products	Quantity	License Start Date	License End Date	License Term (In Months)	Extended Price
Study Island Kansas District Site License 6300 Students	1	7/2/2014	7/1/2016	24	\$104,000.00
Subtotal:					\$104,000.00

Subtotal:					\$104,000.00
Estimated Tax:					\$0.00
Total US Funds:					\$104,000.00

** Unless otherwise specified in this Order Form, the Start Date for your license(s) will be (a) for a renewal, the day following expiration of the prior license term and (b) with respect to all other licenses, promptly after we have accepted your signed Order Form, we will confirm to you the applicable Start Date for your software license(s).

Invoicing and Payment Terms

Payment Due Date	Payment Amount
NET 15	\$52,000.00
6/15/2015	\$52,000.00
Total:	\$104,000.00

Terms and Conditions

For the purposes of this Order Form, "you" and "your" refer to Customer, and "we", "us" and "our" refer to edmentum Inc. and affiliates. This Order Form and any documents it incorporates (including the Standard Purchase and License Terms located at <http://www.edmentum.com/standardterms> and the documents it references) form the entire agreement between you and us ("Agreement"). You acknowledge that any terms and conditions in your purchase order or any other documents you provide that enhance our obligations or restrictions or contradict the Agreement do not have force and effect. You agree that this contract is non-cancellable and you will submit a Purchase Order with this signed order form covering the initial payment in the amount of \$52,000. You will submit future purchase orders on 6/1/15 for \$52,000 and make timely corresponding payments for the remaining accounts owed.

Acceptance

This offer will expire on the Order Form Expiration Date noted above unless we earlier withdraw or extend the offer in writing. I represent that I am authorized to accept this offer on behalf of the Customer identified above and I do accept this offer and agree to adhere to the terms and conditions identified and referenced within. Please fax all pages to 1.877.519.9555 or email to orders@edmentum.com.

Customer Signature: Mischel D. Miller - Asst. Supt.
 Name (Printed or Typed): Mischel D. Miller
 Title: Assistant Superintendent
 Date: 8/15/2014

Edmentum, NW 7501 P.O. Box 1450 Minneapolis, MN 55435-7504 | www.edmentum.com



William R. Hammond

Request for Board Approval of Grant Award

USD 443 ~ Dodge City Public Schools

Form ID 6182015_11652P

17

Name of Grant Parents as Teachers Program
Program and/or Person Applying Bright Beginnings
Person Authorized to Approve PO's Tami Knedler
CFDA Number _____
Grant Foundation or Agency Kansas State Board of Education
Amount Requested \$65,512.00 Amount Received \$39,705.00
Start Date 7/1/2015 End Date 6/30/2016
Match Required ☒ Yes ☐ No

If match is required, explain 65% match required to be provided by USD #443 in the amount of 25,808.00.

Provide a brief description of the purpose for the grant and how the funds will benefit the district.

The Parents As Teachers grant is available for renewal. The grant if awarded and funded would continue to service Prenatal to age 3. The grant allows services to families in their home with monthly visits; child development assistance, support and parenting support.

Information attached to this form:

Comments

Grant Abstract ☐ Yes ☒ No

Budget Form ☐ Yes ☒ No

Grant Award Notification ☒ Yes ☐ No Received on June 9th, 2015

Other _____



Early Childhood, Special Education and Title Services

Kansas State Department of Education
Landon State Office Building
900 SW Jackson Street, Suite 620
Topeka, Kansas 66612-1212

(785) 291-3097
(800) 203-9462
(785) 291-3791 - fax

www.ksde.org

June 9, 2015

Mr. Alan Cunningham
443 Dodge City
1000 Second Ave, PO Box 460
Dodge City, KS 67801

Dear Mr. Cunningham,

The Kansas State Board of Education has approved your request to be funded under the Parents as Teachers Program for FY 2015-2016. The PAT grant may be prorated during the year if there is a shortage of state funding.

A Statement of Grant Award is enclosed. Please sign and return it as soon as possible to:

*Janet Newton, PAT Education Program Consultant
Early Childhood, Special Education & Title Services
Kansas State Department of Education
900 SW Jackson, STE 620
Topeka, KS 66612-1212*

You will receive the first payment of the FY 2015-2016 funds following the return of this Statement of Grant Award with the requested signatures. The final payment will be sent when the final expenditure report in June 2016 is received.

If you need clarification or further information, you may contact the Kansas State Department of Education at (785) 296-4964. I wish you much success with this project.

Sincerely,

Janet Newton
Education Program Consultant
Parents as Teachers

Enclosure



Early Childhood, Special Education and Title Services

Kansas State Department of Education
Landon State Office Building
900 SW Jackson Street, Suite 620
Topeka, Kansas 66612-1212

(785) 291-3097
(800) 203-9462
(785) 291-3791 - fax

www.ksde.org

FY 2015-2016 PARENTS AS TEACHERS STATEMENT OF GRANT AWARD

The governing board of **USD 443 Dodge City** agrees to provide an amount in cash equal to 65% of \$39,705.00 as approved by the Kansas State Board of Education for the purpose of carrying out the approved Parents as Teachers Program 2015-2016. The PAT grant may be prorated during the year if there is a shortage of state funding. The governing board understands that the match must be obtained from the district's general fund. If sources other than the general fund are to be used prior permission must be received from all parties responsible for those sources. The amount of the state funds is \$39,705.00.

All funds, including state dollars and local matching dollars, must be deposited or transferred into a special fund, "Parents as Teachers Program Fund," established for this grant program. Districts participating as part of a consortium shall deposit all local matching dollars into the one account established by the district administering the grant program. All expenses will be paid from this account.

Amount Awarded \$39,705.00

<u>6-15-15</u> Date	<u></u> Signature of Chief School Administrator
<u>6-15-2015</u> Date	<u></u> Signature of Clerk of the Board

Request for Board Approval of Grant Award

USD 443 ~ Dodge City Public Schools

Form ID 6152015_20852P

20

Name of Grant Cargill Donation

Program and/or Person Applying ESL/Migrant Department

Person Authorized to Approve PO's Robert Vinton

CFDA Number _____

Grant Foundation or Agency Cargill

Amount Requested \$500.00 Amount Received \$500.00

Start Date 5/7/2015 End Date 5/7/2015

Match Required ☐ Yes ☒ No

If match is required, explain

Provide a brief description of the purpose for the grant and how the funds will benefit the district.

This donation is requested every year to support our Migrant Banquet.

Information attached to this form:

Comments

Grant Abstract ☐ Yes ☒ No

Budget Form ☐ Yes ☒ No

Grant Award Notification ☐ Yes ☒ No

Other Receipts attached _____

Board of Education Dodge City Public Schools

Date: June 29, 2015	Subject: Project Calendar and Project Scope
Initiated By: William R. Hammond	Attachments: Project Scope and Project Calendar, will be provided by Tom Montgomery at the meeting
Reviewed By: Administrative Cabinet	

BACKGROUND INFORMATION: The voters approved the June 25, 2015 bond referendum.

CURRENT CONSIDERATIONS: With voter approval, the project calendar and project scope are presented for Board discussion and approval. This will allow the architect to move forward with the project planning and design.

FINANCIAL CONSIDERATIONS: There are no financial considerations until actual approval of the Bond Project by the Board of Education.

STAFF RECOMMENDATION: The Board of Education is respectfully requested to approve the project calendar and project scope based on the bond budget.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

2015 BOND PROJECT CALENDAR

1. Board of Education Meeting June 29, 2015

- **Approve Project Calendar and Project Scope based on Bond Budget**
- **Approve “Intent to utilize an alternative project delivery method” CMAR (Construction Manager at Risk)**
- **Include on the July Board Agenda & publish in the Dodge City Daily Globe Notice of “Intent to utilize an alternative project delivery method”**

2. Board of Education Meeting July 13, 2015

- **Public Comment Section**
- **Recommendation to see proposals**
- **Determine committee membership**
- **Designate Capital Outlay Committee to serve as District Facility Committee**
- **Approve contract with architect (alternate August 10, 2015)**

3. Send out RFP (Request for Proposal)

- **Develop short list of CMAR’s**
- **Conduct interviews with CMAR’s**

4. Board of Education Meeting August 10, 2015

- **Approve Construction Manager at Risk**
- **Approve contract with architect (if not competed in July)**

Board of Education Dodge City Public Schools

Date: June 29, 2015	Subject: Intent to Utilize an Alternative Project Delivery Method: Construction Manager At-Risk (CMAR)
Initiated By: William R. Hammond	Attachments: Project Delivery Models, Letter from Brad Ralph, Statute, Notice of Opportunity for Public Comment
Reviewed By: Administrative Cabinet	

BACKGROUND INFORMATION: The voters approved the June 25, 2015 bond referendum.

CURRENT CONSIDERATIONS: With the approval by the Board of the project scope and calendar, state statute permits the Board to evaluate alternative project delivery methods for these projects, including the use of a construction manager at-risk (CMAR), if the Board determines it is the best interest of USD 443 to pursue this option.

FINANCIAL CONSIDERATIONS: There are no financial considerations until a CMAR (construction manager at-risk) is hired by the school district.

STAFF RECOMMENDATION: The Board of Education is respectfully requested to direct administration to publish a notice of intent to utilize an alternative project delivery method (construction manager at-risk), and to place public comment on the agenda for the July 13, 2015 Board of Education meeting. The Board is further respectfully requested to direct administration to have prepared a RFP (Request for Proposal) for construction manager at-risk services.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

DODGE CITY USD 443 PROJECT DELIVERY

Kansas School Districts have the following methods of construction project delivery:

DESIGN-BID-BUILD (DBB)

This is the traditional project delivery method, which customarily involves three sequential phases: design, procurement and construction.

The design phase in which the services of a designer creates the bid documents for the project; the bid phase in which a Contractor(s) is selected by submitting bid proposals and the construction phase where the project is built by the Contractor. This sequence usually leads to the sealed bid, fixed price construction contract.

- For this project there could be up to 7 to 9 fixed price construction contracts for all of the schools, or there could be potentially one construction contract for the entire project (for all schools).
- All construction contracts would be between Dodge City USD 443.
- Contractor fee, general conditions and reimbursable expenses are included in the fixed price contract.
- Contractor provides warranties and bonds for the project
- Any savings realized by the Contractor is usually retained by the Contractor.

CONSTRUCTION MANAGEMENT AS AGENT (CM)

This is a project delivery method in which the Construction Manager acts as a consultant to the owner in the development and design phases, and an agent on behalf of Dodge City USD 443 during the bidding and construction phases of the project.

The CM is responsible to keep the project within the budget and on schedule much the same way the architect and engineer team would. In this delivery method the District is the Contractor with the CM performing administrative duties for the District. As Contractor the District will contract with all subcontractors for the project.

- CM will contract directly to Dodge City USD 443 for professional services as consultant and as an agent for construction services
- CM fee, general conditions and reimbursable expenses are in addition to the construction cost

- CM provides no warranties or bonds for the project, but administratively requires all subcontractors to provide warranties and bonds to the District.
- Any savings realized by the CM during the project usually would be returned to the District

CONSTRUCTION MANAGEMENT- At- RISK (CMAR)

This is a project delivery method in which the Construction Manager acts as a consultant to the owner in the development and design phases, but assumes the risk for construction performance as the equivalent of a general contractor holding all trade subcontracts during the construction phase.

The CMAR is contractually committed to construction performance to deliver the project within a defined schedule and price (Guaranteed Maximum Price). Also the CMAR acts as consultant to the District and works with the design team during the project development and design phases, and becomes the legal equivalent of a general contractor during the construction phases.

- CMAR will contract directly to Dodge City USD 443 for consulting and construction services
- CMAR fee, general conditions and reimbursable expenses are usually included in the Guaranteed Maximum Price.
- CMAR provides the warranties and bonds for the project.
- Any savings realized by the CMAR during the project usually would be returned to the District

WILLIAM HAMMOND

From: Brad Ralph [bcralph77@gmail.com]
Sent: Wednesday, June 03, 2015 2:12 PM
To: WILLIAM HAMMOND
Subject: CMAR

Bill, The Construction Manager at Risk statutes have not been revised since our last use. They are found at K.S.A. 72-6760c through 6760h.

Most importantly we need to keep the following in mind:

- When the BOE intends to use CMAR it must hold a public hearing regarding that intention
- There are 5 factors that the BOE must consider in determining to use CMAR. These are found at 72-6760e(b)(1-5).
- The board shall determine the scope and level of detail required to permit a qualified firm to submit construction management at-risk proposals
 - a design professional may be employed to assist in selecting a CMAR
 - The BOE shall publish a notice of the request for qualifications and proposals for the required project services (CMAR) at least 15 days prior to the commencement of such requests in the official newspaper of the school district and with a statewide school board or construction industry association website
 - then there is a three (3) stage selection process

This is a rough description of the beginning of the process. I am not sure that there is much to be gained by scheduling an immediate BOE meeting following the election. This statutory procedure is very specific and would be subject to challenge if there were any missteps.

I would be happy to sit and talk through the entire process if you believe that the BOE is interested in using a alternative delivery method (CMAR) for their chosen projects. Brad

--

Bradley C. Ralph, Esq. | Bradley C. Ralph, P.A.
 2009 Frederick Dr. | Dodge City, KS 67801

72-6760d. Same; definitions. As used in the Kansas unified school district alternative project delivery construction procurement act, unless the context expressly provides otherwise:

- (a) "Act" means the Kansas unified school district alternative project delivery building construction procurement act.
- (b) "Board" means board of education of every unified school district in Kansas, as defined in K.S.A. 72-8201, and amendments thereto, with the authority to award public contracts for building design and construction.
- (c) "Alternative project delivery" means an integrated comprehensive building design and construction process, including all procedures, actions, sequences of events, contractual relations, obligations, interrelations and various forms of agreement all aimed at the successful completion of the design and construction of buildings and other structures whereby a construction manager or general contractor is selected based on a qualifications and best value approach.
- (d) "Ancillary technical services" include, but shall not be limited to, geology services and other soil or subsurface investigation and testing services, surveying, adjusting and balancing air conditioning, ventilating, heating and other mechanical building systems and testing and consultant services that are determined by the board to be required for the project.
- (e) "Architectural services" means those services described as the "practice of architecture," as defined in K.S.A. 74-7003, and amendments thereto.
- (f) "Best value selection" means a selection based upon project cost, qualifications and other factors.
- (g) "Building construction" means furnishing labor, equipment, material or supplies used or consumed for the design, construction, alteration, renovation, repair or maintenance of a building or structure. Building construction does not include highways, roads, bridges, dams, turnpikes or related structures or stand-alone parking lots.
- (h) "Construction services" means the process of planning, acquiring, building, equipping, altering, repairing, improving or demolishing any structure or appurtenance thereto, including facilities, utilities or other improvements to any real property, excluding stand-alone parking lots.
- (i) "Construction management at-risk services" means the services provided by a firm which has entered into a contract with the board to be the construction manager or general contractor for the value and schedule of the contract for a project, which is to hold the trade contracts and execute the work for a project in a manner similar to a general contractor, and which is required to solicit competitive bids for the trade packages developed for the project and to enter into the trade contracts for a project with the lowest responsible bidder therefor. Construction management at-risk services may include, but are not limited to, scheduling, value analysis, system analysis, constructability reviews, progress document reviews, subcontractor involvement and prequalification, subcontractor bonding policy, budgeting and price guarantees and construction coordination.
- (j) "Construction management at-risk contract" means the contract whereby the board acquires from a construction manager or general contractor a series of preconstruction services and an at-risk financial obligation to carry out construction under a specified cost agreement.
- (k) "Construction manager or general contractor" means any individual, partnership, joint venture, corporation, or other legal entity who is a member of the integrated project team with the board, design professional and other consultants that may be required for the project, who utilizes skill and knowledge of general contracting to perform preconstruction services and competitively procures and contracts with specialty contractors assuming the responsibility and the risk for construction delivery within a specified cost and schedule terms including a guaranteed maximum price.
- (l) "Cost plus guaranteed maximum price contract" means a cost-plus-a-fee contract with a guaranteed maximum price. This includes the sum of the construction manager's fee, the construction manager's contingency, the construction manager's general conditions, all the subcontracts, plus an estimate for unbid subcontracts. The construction manager agrees to pay for costs that exceed the guaranteed maximum price and are not a result of changes in the contract documents.
- (m) "Engineering services" means those services described as the "practice of engineering," as defined in K.S.A. 74-7003, and amendments thereto.
- (n) "Firm" means any individual, partnership, joint venture, corporation or other legal entity which is engaged in the business of providing construction management or general construction contracting services.
- (o) "Guaranteed maximum price" means the cost of the work as defined in the contract.
- (p) "Selection recommendation committee" means school board or a committee appointed by the school board.
- (q) "Parking lot" means a designated area constructed on the ground surface for parking motor vehicles. A parking lot included as part of a building construction project shall be subject to the provisions of this act. A parking lot designed and constructed as a stand-alone project shall not be subject to the provisions of this act.
- (r) "Preconstruction services" means a series of services that can include, but are not necessarily limited to: Design review, scheduling, cost control, value engineering, constructability evaluation and preparation and coordination of bid packages.
- (s) "Project services" means architectural, engineering services, land surveying, construction management at-risk services, ancillary technical services or other construction-related services determined by the board to be required by the project.
- (t) "Public construction project" means the process of designing, constructing, reconstructing, altering or renovating a unified school district building or other structure. Public construction project does not include the process of designing, constructing, altering or repairing a public highway, road, bridge, dam, turnpike or related structure.

History: L. 2008, ch. 148, § 10; L. 2010, ch. 57, § 6; L. 2014, ch. 88, § 4; July 1.

72-6760f. Procedures; construction management at-risk projects. Construction management at-risk project delivery procedures shall be conducted as follows:

(a) The board shall determine the scope and level of detail required to permit a qualified firm to submit construction management at-risk proposals in accordance with the request for proposals given the nature of the project.

(b) Prior to completion of the construction documents, or as early as during the initiation of the project, the construction manager or general contractor shall be selected. The project design professional may be employed or retained by the board to assist in the selection process.

(c) The board shall publish a notice of the request for qualifications and proposals for the required project services at least 15 days prior to the commencement of such requests in the official newspaper of the school district and with a statewide school board or construction industry association website in accordance with K.S.A. 64-101, and amendments thereto, and in such other appropriate manner as may be determined by the board.

(d) The board shall solicit proposals in a three stage qualifications based selection process. Phase I shall be the solicitation of qualifications and prequalifying a minimum of three but no more than five firms to advance to phase II. Phase II shall be the solicitation of a request for proposal for the project, and phase III shall include an interview with each proposer to present their qualifications and answer questions.

(1) Phase I shall require all firms to submit a statement of qualifications which shall include, but not be limited to:

(A) Similar project experience;

(B) experience in this type of project delivery system;

(C) references from design professionals and owners from previous projects;

(D) description of the construction manager or general contractor's project management approach; and

(E) bonding capacity. Firms submitting a statement of qualifications shall be capable of providing a public works bond in accordance with K.S.A. 60-1111, and amendments thereto, and shall present evidence of such bonding capacity to the board with their statement or qualifications. If a firm fails to present such evidence, such firm shall be deemed unqualified for selection under this subsection.

(2) The board shall evaluate the qualifications of all firms in accordance with the instructions of the request for qualifications. The board shall prepare a short list containing a minimum of three and maximum of five qualified firms, which have the best and most relevant qualifications to perform the services required of the project, to participate in phase II of the selection process. If the board receives qualifications from less than four firms, all firms shall be invited to participate in phase II of the selection process. The board shall have discretion to disqualify any firm that, in the board's opinion, lacks the minimal qualifications required to perform the work.

(3) Phase II of the process shall be conducted as follows:

(A) Prequalified firms selected in phase I shall be given a request for proposal. The request for proposal shall require all firms to submit a more in depth response including, but not be limited to:

(i) Company overview;

(ii) experience or references, or both, relative to the project under question;

(iii) resumes of proposed project personnel;

(iv) overview of preconstruction services;

(v) overview of construction planning;

(vi) proposed safety plan;

(vii) fees, including fees for preconstruction services, fees for general conditions, fees for overhead and profit.

(4) Phase III shall be conducted as follows:

(A) Once all proposals have been submitted, the selection recommendation committee shall interview each of the firms in executive session, allowing the competing firms to present their proposed team members, qualifications, project plan and to answer questions. All other discussion and any action taken in the selection process shall be held in an open meeting. Interview scores shall not account for more than 50% of the total possible score.

(B) The selection recommendation committee shall select the firm providing the best value based on the proposal criteria and weighting factors utilized to emphasize important elements of each project for approval by the board. All scoring criteria and weighting factors shall be identified by the board in the request for proposal instructions to firms. The selection recommendation committee shall proceed to negotiate with and attempt to enter into a construction management at-risk contract with the firm receiving the best total score to serve as the construction manager or general contractor for the project. Should the selection recommendation committee be unable to negotiate a satisfactory contract with the firm scoring the best total score, negotiations with that firm shall be terminated, and the committee shall undertake negotiations with the firm with the next best total score, in accordance with this act.

(C) If the selection recommendation committee determines, that it is not in the best interest of the board to proceed with the project pursuant to the proposals offered, the selection recommendation committee shall reject all proposals. If all proposals are rejected, the board may solicit new proposals using different design criteria, budget constraints or qualifications.

(D) The construction management at-risk contract for a project shall be prepared by the board and entered into between the board and the firm performing such construction management at-risk services. A construction management at-risk contract utilizing a cost plus guaranteed maximum price contract value shall return all savings under the guaranteed maximum price to the school district.

(E) The board or the construction manager at-risk, at the board's discretion shall publish a construction services bid notice in the official newspaper of the school district and website of a statewide school board association or construction industry association and in such other appropriate manner for the construction manager or general contractor as may be determined by the board. Each construction services bid notice shall include the request for bids and other bidding information prepared by the construction manager or general contractor and the board. The board may allow the construction manager or general contractor to self-perform construction services provided the construction manager or general contractor submits a sealed bid proposal under the same conditions as all other competing firms. At the time for opening the bids, the construction manager or general contractor shall evaluate the bids and shall determine the lowest responsible bidder except in the case of self-performed work for which the board shall determine the lowest responsible bidder. The construction manager or general contractor shall enter into a contract with each firm performing the construction services for the project and make a public announcement of each

firm selected at the first school board meeting following the selection.

History: L. 2008, ch. 148, § 12; L. 2010, ch. 57, § 7; July 1.

2014 Kansas Statutes

72-6760h. Parking lots excluded. The provisions of the Kansas unified school district alternative project delivery building construction procurement act shall not apply to the process of designing, constructing, altering or repairing stand-alone parking lots.

History: L. 2008, ch. 148, § 14; July 1.

2014 Kansas Statutes

72-6760g. Bid proposals, other; open for public inspection. Every bid proposal conforming to the terms of the advertisement, together with the name of the firm, shall be recorded, and all such records with the name of the successful firm indicated thereon shall, after award or letting of the contract, be subject to public inspection upon request. The board shall, within five days after award or letting of the contract, publish the name of the successful firm. The public notice on public display shall show the phase II and III scores and the adjusted final score. The board shall, within five days after award or letting of the contract, have the names of all firms whose bid proposals were not selected, together with phase II and III scores and the final adjusted score for each, available for public review.

History: L. 2008, ch. 148, § 13; L. 2010, ch. 57, § 8; July 1.

2014 Kansas Statutes

72-6760c. Kansas unified school district alternative project delivery building construction procurement act. K.S.A. 2014 Supp. 72-6760c through 72-6760h, and amendments thereto, shall be known and may be cited as the Kansas unified school district alternative project delivery building construction procurement act.

History: L. 2008, ch. 148, § 9; July 1.

2014 Kansas Statutes

72-6760e. Criteria for use; alternative project delivery. (a) Notwithstanding any other provision of the law to the contrary, the board is hereby authorized to institute an alternative project delivery program whereby construction management at-risk procurement processes may be utilized on public projects pursuant to this act. This authorization for construction management at-risk procurement shall be for the sole and exclusive use of planning, acquiring, designing, building, equipping, altering, repairing, improving or demolishing any structure or appurtenance thereto, including facilities, utilities or other improvements to any real property, but shall not include stand-alone parking lots.

(b) The board may only approve those projects for which the use of the alternative project delivery procurement process is appropriate. In making such determination, the board shall consider the following factors:

(1) The likelihood that the alternative project delivery method of procurement selected will serve the public interest by providing substantial savings of time or money over the traditional design-bid-build delivery process.

(2) The ability to overlap design and construction phases is required to meet the needs of the end user.

(3) The use of an accelerated schedule is required to make repairs resulting from an emergency situation.

(4) The project presents significant phasing or technical complexities, or both, requiring the use of an integrated team of designers and constructors to solve project challenges during the design or preconstruction phase.

(5) The use of an alternative project delivery method will not encourage favoritism in awarding the public contract or substantially diminish competition for the public contract.

(c) When a board intends to utilize an alternative project delivery method, the board shall allow public comment on this intention at a school board meeting. Notice of this intention shall be clearly stated on the board agenda and in the official newspaper of the school district. Public comment on this intention at a board meeting shall occur before the selection process set forth in this statute may commence.

(d) Notwithstanding the provisions of K.S.A. 72-6760, and amendments thereto, if the board deems that the project does not qualify for the alternative project delivery method included under this act, then the construction services for such project shall be obtained pursuant to competitive bids and all contracts for construction services shall be awarded to the lowest responsible bidder consistent with the provisions of K.S.A. 72-6760, and amendments thereto.

History: L. 2008, ch. 148, § 11; July 1.

(Published in the Dodge City Daily Globe,)

Notice of Opportunity for Public Comment

The Board of Education of U.S.D. No. 443 hereby gives notice of its intention to utilize an alternative project delivery method (construction management at-risk) for the construction of building additions and remodels at Dodge City High School, Dodge City Middle School, Comanche Middle School, Beeson Elementary, Central Elementary, Linn Elementary, Miller Elementary, Northwest Elementary, Ross Elementary, Soule Elementary, Sunnyside Elementary, and Wilroads Gardens Elementary. Pursuant to K.S.A. 72-6760e, the Board of Education will allow public comment on this intention at the next regularly scheduled Board meeting to be held on July 13, 2015 at 7:00 pm. All interested parties are invited to attend said Board meeting to be held at:

Dodge City Public Schools USD #443
1000 N 2nd Ave
Dodge City, Kansas 67801-4415

KANSAS OPEN MEETINGS LAW

(Sample Motions for Executive Session)

Madam President, I move that we go into executive session (fill in subject) in order to (fill in justification), and that we return to open session in this room at (fill in the time).

SUBJECT	JUSTIFICATION
To discuss personnel matters of non-elected personnel	Protect the privacy interests of the individual(s) to be discussed
To discuss matters affecting a student(s)	Protect the privacy interests of the business to be discussed
To discuss confidential financial data or trade secrets of a business	Protect the interests of the business to be discussed
For consultation with our attorney on a matter protected by the attorney-client privilege	Protect the privilege and the board's position in (litigation, potential litigation, administrative proceedings, etc.)
To discuss negotiations	Protect the public interest in negotiating a fair and equitable contract
To have preliminary discussions about the acquisition of real property	Protect the public interest in obtaining the property at a fair price
Matters relating to the security of the board, the school, school buildings or facilities, or the information system of the school	To ensure the security of the school, its buildings, and/or its information system is not jeopardized

Our Mission...To prepare our students to be capable, contributing participants in a changing world.