

**SPENCER COUNTY SCHOOL DISTRICT FINANCE CORP.
BOARD OF EDUCATION AGENDA ITEM**

Item # _____ **Meeting Date** 06/13/2013

Topic/Title 2013-2014 KSBA Policy Services and E-Meeting Maintenance

Presenter Charles Adams, Superintendent

Origin

_____ **Topic presented for information only (*no board action required*).**

X **Action requested at this meeting.**

_____ **Item is on the consent agenda for approval.**

_____ **Action requested at future meeting, _____ (date).**

_____ **Board review required by –**

_____ **State or federal law or regulation**

_____ **Board of Education policy**

_____ **Other _____**

Previous Review, Discussion or Action

X **No previous Board review, discussion or action**

_____ **Previous review or action**

Date _____

Action _____

Background/Summary of Information

Attached is a copy of the 2013-2014 KSBA policy/procedure service and eMeeting maintenance subscription for your review and approval.

Impact on Resources (REQUIRES FINANCE OFFICER'S INITIALS OF REVIEW).

vg **Finance Officer**

Timetable for Review or Action.

SUPERINTENDENT'S RECOMMENDATION

Recommend approval of policy/procedure and e-meeting service through KSBA.

Spencer County Schools

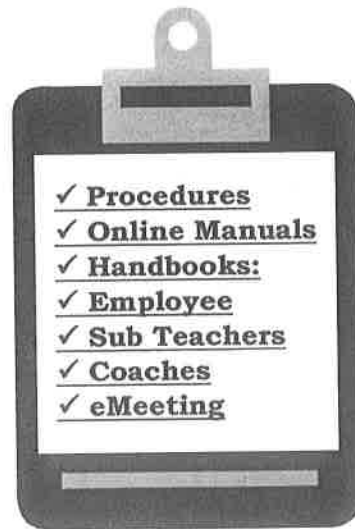
Dear Policy Service Subscriber,

Thank you for the opportunity to work with your Board and its Central Office staff. The enclosed invoice reflects services that the KSBA Policy Service will provide your district during the 2013-2014 school year:

Policy Update/Maintenance (consultant fee + \$30 per hard copy maintained)	\$1,580
Procedure Update/Maintenance (consultant fee + \$25 per hard copy maintained)	\$775
Online Manual Update/Maintenance	\$1,000
Employee Handbook Maintenance	\$250
KSBA eMeeting Maintenance	\$1,000
Total	\$4,605

Although you may choose to pay it earlier, please note this invoice is not due until July 31, 2013.

NEED OTHER KSBA POLICY SERVICES?



If you have questions, please contact Dara Bass at 1-800-372-2962, ext. 1220, or you may email her at dara.bass@ksba.org.



Visit the KSBA website
at WWW.KSBA.ORG

260 Democrat Drive
Frankfort, Kentucky 40601
(502) 695-4630
(800) 372-2962

INVOICE

INVOICE NO. 77263

INVOICE DATE 6/1/13

PURCHASE ORDER NO.

JOB I.D. 162

BILL TO:

Spencer County Schools
207 West Main St.
Taylorsville, KY 40071

SHIP TO:

Superintendent

TO ENSURE PROPER CREDIT FOR YOUR PAYMENT
PLEASE RETURN THIS SECTION WITH PAYMENT

DESCRIPTION	UNIT PRICE	AMOUNT
KSBA Custom Policy/Procedure Service for July 1, 2013 - June 30, 2014		3,605.00
KSBA eMeeting Maintenance for July 1, 2013 - June 30, 2014		1,000.00
For questions regarding this invoice, please contact Dara Bass @ (502) 695-4630.		
RECEIVED		
MAY 31 2013		
Invoice No.:	77263	Payment/Credit Applic
PO Number:		Total Due
		\$4,605.00
Toll Free: 1-800-372-2962		
Fax: (502) 695-2991		
KENTUCKY SCHOOL BOARDS ASSOCIATION		
260 DEMOCRAT DRIVE, FRANKFORT, KY 40601		