**Board Memo**

**DATE:** 8/10/2023

**AGENDA ITEM DETAILS:**

**School/Department**

Superintendent’s Office

**Product Vendor or Grant Issuer**

KSBA, School Board Association

**Product or Grant Name**

Policy/Procedure Service & eMeeting Maintenance

**Date/Term (Beginning and End Dates/Year)**

July 1, 2023 – June 30, 2024

**APPLICABLE BOARD POLICY:**

N/A

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

KSBA Custom Policy/Procedure Service and eMeeting Maintenance

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

$5,710.00

**Funding Source**

Board Account

 **\*If more than one funding source, list below along with amount or percent for each source**

Click or tap here to enter text.

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

Click or tap here to enter text.

**RECOMMENDATION:**

I recommend the Board to approve the KSBA Custom Policy/Procedure Service for July 1, 2023-June 30, 2024 for $4,610.00 and the eMeeting Maintenance for July 1, 2023-June 30, 2024 for $1,100.00, as presented.

**CONTACT PERSON: (submitter)**

Matt Turner, Superintendent JN