

COVER PAGE

School Name **North Middle School**
School Number **065**
Grades **6**

District Number **251**
Enrollment **849**

Adoption Cycle **2011-12**

Content Area(s) **Math**

Names and titles of persons responsible for the development of the plan:

Please insert names of math teachers and SBDM members, Heidi,

Zack Windell

Brandy Haley

Heidi Wood

Scottie Long

Christie Norvell

Cathy Baker

PURCHASING PLAN, P-8

Developing the Plan

Annually, each school with any of the grades P-8, must complete a Purchasing Plan which identifies the purchases to be made with textbook/instructional material funds allocated for the current adoption cycle. Local boards shall approve all plans as to sufficiency of funding to support purchases, and a copy of each school's plan must be filed at the local district office. Purchasing plans may be revised.

As a school's purchasing plan is developed, the needs in the adoptive content area(s), as well as the replacement needs of other content areas, must be considered. The following questions should be addressed during the planning process:

- Have replacement needs for all content areas been addressed?
- Are additional materials needed to provide for potential increases in enrollment?
- Are curricular/instructional design changes planned for the future that might necessitate additional purchases?
- How durable are the selected items? Has this issue been addressed in purchasing?
- Is the necessary hardware for electronic instructional materials available?

Completing the Plan

The following pages provide forms that may be used in the development of a school's purchasing plan. Every school's purchasing plan must be submitted to the district office for approval by the local school board and then kept on file. It is recommended that a school's purchasing plan be a part of its Comprehensive School Improvement Plan.

A school's plan must:

- provide opportunities for cooperation among teachers during the selection process,
- indicate the persons involved in the development of the plan,
- identify the purchases on district purchase orders or by using Sample Forms 2 and/or 3,
- stay within the funding allocation,
- include Form 4, "Budget Summary" and,
- include Form 5, "Statement of Accountability".

Questions regarding the completion of the purchasing plans should be addressed to one of the following:

- District Textbook Coordinator
- Kentucky Department of Education Instructional Resources Consultant

Purchasing Plan
July 1, 2011

**SAMPLE FORM
FORM 2**

School Name **North Middle School**

School Number **065**

DETAILED PURCHASE PLAN FOR TEXTBOOKS
One completed form for each vendor or use a copy of the purchase order

Vendor **Houghton Mifflin Harcourt**

Textbook	*ISBN	Unit Cost	Quantity	Total Cost
See attached proposal				
Subtotal				\$25,553.00
** Estimated Freight				\$1,916.48
Total Cost				\$27,469.48

* **International Standard Book Number (ISBN)** – In books, the ISBN is found on the backside of the title page. It is extremely important to use this number when ordering; otherwise mistakes could occur with your order.

** **State bid prices do not include shipping costs.** A good estimate of freight is 10%.

**Purchasing Plan
July 1, 2011**

**SAMPLE FORM
Form 3**

School Name **North Middle School**

School Number **065**

DETAILED PURCHASE PLAN FOR INSTRUCTIONAL MATERIALS

One completed form for each vendor or use a copy of the purchase order

Vendor **Houghton Mifflin Harcourt**

Item	*ISBN or Catalog Number	Unit Cost	Quantity	Total Cost
See attached proposal				
Subtotal				
** Estimated Freight				
Total Cost				Gratis

* **Note on ISBN** – All items listed on the State Multiple List have an ISBN that should be used when placing orders. For supplementary items, a catalog number is appropriate.

** State bid prices do not include shipping costs. A good estimate of freight is 10%.

Purchasing Plan
July 1, 2011

Form 4

School Name **North Middle School**

School Number **065**

BUDGET SUMMARY

Revenue:

Current State Allocation **\$00.00**

Carry-over funds **None**
(becomes carry-over on July 1)

Total State Monies None

Projected Cost for:	Categories
Textbooks	\$27,469.48
Instructional Materials	Gratis
Rebinding & Replacement	
TOTAL EXPENDITURES	\$ 19,721.98

Projected carry-over funds **None**

Purchasing Plan
Date July 1, 2011

Form 5

School Name **North Middle School**

School Number **065**

STATEMENT OF ACCOUNTABILITY

We, the undersigned, certify that this Textbook/Instructional Material Purchasing Plan implements the Program of Studies learning goals and academic expectations for the 20__ - __ adoption cycle.

School Council Members' Signatures:

Ann Jackson
Sara Duckworth
Leon Pindexter
Skedick Wood
Bonnie Rupock
Margaret S. Wheeler
School Council Chair

Renela Hancock
Jamie Bagley
Donette M. Campbell
Elana Stone
Wm R. Robert
Johanna Duncan
9/20/11
Date

The cost of this plan is within the appropriation for this school.

School Board Chair

Date

In the absence of a school council, _____ Board of Education certifies that this Textbook/Instructional Material Purchasing Plan implements the Program of Studies learning goals and academic expectations for the 20__ - __ adoption cycle. The cost of this plan is within the appropriation for this school.

School Board Chair

Date

School Board Secretary

Date

GREAT SOURCE
RIGBY
STECK-VAUGHN

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**SPECIALIZED
CURRICULUM**

Cost Proposal

Prepared For

Henderson Co North Jr High Sch

1707 2nd St
Henderson KY 42420

Attention:

Scottie Long

scottie.long@henderson.kyschools.us

For the Purchase of:

MATH IN FOCUS

Prepared By

Janel DeBoer

janel.deboer@hmhpub.com

PLEASE SUBMIT THIS PROPOSAL WITH YOUR PURCHASE ORDER.



HOUGHTON MIFFLIN HARCOURT

Attention:

Scottie Long

scottie.long@henderson.kyschools.us

Customer Service

9205 South Park Center Loop

Orlando, FL 32819

FAX: 800-269-5232

Henderson Co North Jr High Sch MATH IN FOCUS

ISBN		Title	Sale Price	Purchase		Complimentary	
				Quantity	Amount	Quantity	Value
-							
Totals for -							
Materials and Services							
1439557	9780547481722	Supplemental Professional Development Workshop 1 Day Placeholder GradesK-12	\$2,599.00	1	\$2,599.00		
Totals for Materials and Services				\$2,599.00			
Grade 6							
Materials and Services							
1465620	9780547618098	HMH Math in Focus; Singapore Math Student Edition Set Course 1 2012	\$64.00	325	\$20,800.00		
1466752	9780547626369	HMH Math in Focus; Singapore Math Student Manipulative Kit Course 1-3	\$359.00	6	\$2,154.00		
Totals for Materials and Services				\$22,954.00			
Gratis							
1465623	9780547618128	HMH Math in Focus; Singapore Math Teacher Edition Set Course 1 2012	\$99.50			8	\$796.00
1458857	9780547578972	Houghton Mifflin Harcourt Math in Focus Activity Book Grade 6	\$42.00			8	\$336.00
1465532	9780547618012	HMH Math in Focus; Singapore Math Extra Practice Set Course 1	\$45.00			8	\$360.00
1465613	9780547618029	HMH Math in Focus; Singapore Math Reteach Set Course 1	\$45.00			8	\$360.00
1458868	9780547578873	Houghton Mifflin Harcourt Math in Focus EnrichmentBook, A Grade 6	\$42.00			8	\$336.00
1459015	9780547579030	HMH Math in Focus; Singapore Math Assessment Book Course 1	\$42.00			8	\$336.00
1459018	9780547579092	Houghton Mifflin Harcourt Math in Focus TransitionsGuide Grade 6-8	\$29.15			8	\$233.20
1459019	9780547579108	Houghton Mifflin Harcourt Math in Focus SolutionsKey Grade 6	\$38.00			8	\$304.00
1474650	9780547677774	HMH Math in Focus; Singapore Math Teacher One Stop CD-ROM Course 1	\$135.00			8	\$1,080.00
1474838	9780547677118	HMH Math in Focus; Singapore Math ExamView Assessment Generator Course 1	\$130.00			8	\$1,040.00
1474697	9780547679600	HMH Math in Focus; Singapore Math Online Student Edition, 6 Year Course1 2012	\$48.00			325	\$15,600.00
1474736	9780547676791	HMH Math in Focus; Singapore Math Online Teacher Edition, 6 Year Course 1 2012	\$285.00			8	\$2,280.00
Totals for Gratis							\$23,061.20
Totals for Grade 6				\$22,954.00			\$23,061.20

**Proposal
Summary**
Total Value of Proposal:
\$50,530.68
Total Complimentary:
\$23,061.20
Subtotal Purchase Amount:
\$25,553.00
Shipping & Handling (7.50%):
\$1,916.48
Total Cost of Proposal (PO Amount):
\$27,469.48

**Henderson Co North Jr High Sch
MATH IN FOCUS****Total Cost of Proposal (PO Amount): \$ 27,469.48****Total Value of Proposal: \$ 50,530.68****Total Savings: \$ 23,061.20**

This is a cost proposal only. Orders submitted under this proposal on or before the expiration date are subject to acceptance at Houghton Mifflin Harcourt's main office and are subject to the applicable terms in Houghton Mifflin Harcourt's invoice issues for such order.

Date of Proposal: 6/6/2011

Proposal Expiration Date: 8/5/2011

**GREAT SOURCE
RIGBY
STECK-VAUGHN** : **SPECIALIZED
CURRICULUM**

Prices: Prices quotes are wholesale school prices and do not include transportation charges unless otherwise stated in this proposal. These wholesale school prices apply to the educational customers of Houghton Mifflin Harcourt. Prices quoted are valid for orders submitted on or before the expiration date set forth in the proposal.

Educational customers are billed at wholesale school price, f.o.b. shipping point, with a prepaid transportation charge and, unless the customer specifically requests otherwise, a charge for our guarantee of delivery is added to the invoice when shipped via U.S. Postal service. For educational customers preferring f.o.b. destination billing, ten percent (10%) of wholesale school price is added and we pay transportation charges and guarantee delivery. Prices do not include any sales tax. Applicable sales tax, if any, will be added to the invoice unless an appropriate tax exemption certificate has been furnished to Houghton Mifflin Harcourt.

FREE MATERIALS: Upon receipt of purchase order, gratis items will be shipped in direct proportion to pupil materials purchased. If purchases vary from those included in this proposal, gratis items will change accordingly. Gratis items may also change if purchase is other than a direct school district to publisher order, such as via a third-party vendor or jobber.