

Purchasing Plan
Date 5-7-15

SCES Textbook Purchasing Plan 15-16
FORM 1

COVER PAGE

School Name Spencer County Elementary School

School Number 040 District Number 541

Grades K-5 Enrollment 828

Adoption Cycle 20 _____ - _____

Content Area(s) Reading

Math

Science

Social Studies

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

Mark Thomas, SCES Principal

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FORM 2

School Name Spencer County Elementary School School Number 040

DETAILED PURCHASE PLAN FOR TEXTBOOKS

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

Vendor Only purchasing Textbooks which need replaced

Textbook	*ISBN	Unit Cost	Quantity	Total Cost
Only purchasing Textbooks which need replaced				\$3000
Subtotal				
** Estimated Freight				
Total Cost				\$3000

* **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%.

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FORM 3

School Name Spencer County Elementary School School Number 040

DETAILED PURCHASE PLAN FOR INSTRUCTIONAL MATERIALS

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

Vendor Reading Trade Books

**See Purchase Orders

Item	*ISBN or Catalog Number	Unit Cost	Quantity	Total Cost
**See Purchase Orders				
Subtotal				
** Estimated Freight				
Total Cost				

* **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%.

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FORM 3

School Name Spencer County Elementary School School Number 040

DETAILED PURCHASE PLAN FOR INSTRUCTIONAL MATERIALS

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

Vendor Science Resource Materials

**See Purchase Orders

Item	*ISBN or Catalog Number	Unit Cost	Quantity	Total Cost
**See Purchase Orders				
Subtotal				
** Estimated Freight				
Total Cost				

* **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.

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FORM 3

School Name Spencer County Elementary School School Number 040

DETAILED PURCHASE PLAN FOR INSTRUCTIONAL MATERIALS

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

Vendor Social Studies Resource Materials

**See Purchase Orders

Item	*ISBN or Catalog Number	Unit Cost	Quantity	Total Cost
**See Purchase Orders				
Subtotal				
** Estimated Freight				
Total Cost				

* **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.

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FORM 4

School Name Spencer County Elementary School School Number 040

BUDGET SUMMARY

Revenue:

Current State Allocation \$19,550

Carry-over funds \$0
(becomes carry-over on July 1)

Total State Monies \$19,550

Projected Cost for:	Categories
Textbooks	\$3,000
Instructional Materials	\$12,000
Rebinding & Replacement	
TOTAL EXPENDITURES	\$19,550

Projected carry-over funds \$0

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SCES Textbook Purchasing Plan 15-16
FORM 5

School Name Spencer County Elementary School School Number 040

STATEMENT OF ACCOUNTABILITY

We, the undersigned, certify that this Textbook/Instructional Material Purchasing Plan implements the Kentucky Core Academic Standards for the 2014 - 2015 adoption cycle.

School Council Members' Signatures:

Danielle Brown

Autumn Miles

Gina Taylor

Melissa Mallory

Michelle Noel

Mar Nor

School Council Chair

5-14-15

Date

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

School Board Chair

Date

In the absence of a school council, Spencer County Board of Education certifies that this Textbook/Instructional Material Purchasing Plan implements the Kentucky Core Academic Standards for the 2014 - 2015 adoption cycle. The cost of this plan is within the appropriation for this school.

School Board Chair

Date

School Board Secretary

Date