



Canutillo Independent School District

7965 Artercraft Rd.
El Paso, Texas 79932

Mailing Address: PO Box 100
Canutillo, Texas 79835

Ron Gatlin
Purchasing Agent

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MEMORANDUM

TO: Members of the Board of Trustees

FROM: Ron Gatlin, Purchasing Agent

DATE: August 13, 2013

SUBJECT: Purchase of CSCOPE Curriculum and Professional Development Support

As stated in Board Policy CH(Local), any purchase that costs or aggregates to a cost of \$10,000 or more shall require board approval before a transaction may take place. This request is to consider approval of the purchase of the CSCOPE Curriculum and Professional Development Support for fiscal year 2013-2014 in the total amount of \$52,496.00.

ADMINISTRATIVE RECOMMENDATION:

Administration recommends approval of the purchase of the CSCOPE Curriculum and Professional Development Support for fiscal year 2013-2014 in the total amount of \$52,496.00 as presented.

The Canutillo Independent School District does not discriminate on the basis of race, color, national origin, gender, age or disability in its employment practices, or in providing education services, activities and programs, including technical education programs. For more information regarding the Canutillo Independent School District's policy of non-discrimination contact: Executive Director for Human Resources, (915) 877-7423, 7965 Artercraft Rd., El Paso, TX 79932.

El Distrito Escolar Independiente de Canutillo no discrimina en cuanto a raza, color, origen, género, edad o discapacidad en lo que se refiere a sus prácticas de empleo, o al proveer servicios, actividades y programas educativos y vocacionales. Para mayor información respecto a la política de no discriminación del Distrito Escolar Independiente de Canutillo, favor de contactar a: Director Ejecutivo de Recursos Humanos, (915) 877-7423, 7965 Artercraft Rd., El Paso, TX 79932.



Request for Board Agenda Item

Purchasing Department

Date: 08-02-13

Campus/Department: Curriculum & Instruction

Vendor Name: Region 19

Total Cost: \$52,496.00

Item Description and Justification for Purchase:

Purchase CSCOPE, a comprehensible, customizable curriculum alignment management system. CSCOPE is built on current research-based practices in the field and is a written, taught and tested curriculum tool for grades K-12. It is designed to impact instructional practices in the classroom to improve student performance.

Participating Schools/Departments: Elementary, Middle and High Schools

Funding Source: 199.11.6299.00.916.4.11
(Account number to charge)

[Signature] 8/2/13
Campus/Department Administrator Date Signed
**** (Form must be received by the Purchasing Department by the last Wednesday of the month) ****

(To be completed by the Financial Services Division)

Purchasing Method: REGION 19 ESC SERVICE

[Signature] 8/8/13
Purchasing Agent Date Signed

[Signature] 8/8/13
Executive Director of Financial Services Date Signed



Purchasing Approval Sheet For Presentation to Board of Trustees Purchasing Department

Financial Services (Verification of Funding Availability and Account Coding)

Approved Denied

Comment: _____

Signature: Martha Aguiar Date: 8/8/13

Federal Programs (For Compliance with Grant Requirements)

Not Required Approved Denied

Comment: _____

Signature: _____ Date: _____

Curriculum & Instruction (For all Curriculum Related Purchases)

Not Required Approved Denied

Comment: _____

Signature: _____ Date: _____

Technology (For all Computer/Software/Peripheral Purchases)

Not Required Approved Denied

Comment: _____

Signature: [Signature] Date: 8/13/13

Legal Review

Not Required Approved Denied

Comment: _____

Signature: _____ Date: _____

Purchasing

Approved Denied

Comment: _____

Signature: [Signature] Date: 8/13/13



2013-2014 CSCOPE Commitment Form



District: Canutillo ISD

Website URL: www.mycscope.us

District Contact:

Email Address:

Phone Number: (915) 877-7444

Dr. Pedro Galaviz

pgalaviz@canutillo-isd.org

Fax Number: (915) 877-7414

CSCOPE Basic Package	Amount
One Time Setup Fee	\$ N/A
CSCOPE System Access Regional Fee	\$ 10,000.00
ADM Fee (PEIMS Attendance x \$6) 6036 x \$6	\$ 36,216.00
Technology / Annual Subscription Fee	\$ 2,880.00
Included Professional Development Support	\$ No additional Fee
TOTAL	\$49,096.00

CSCOPE Basic Package Includes System Access to the Following Features (K-12; 4 Core Content Areas)

- Vertical Alignment Documents (VAD)
- TEKS Clarification Documents (TCD)
- Instructional Focus Documents (IFD)
- Performance Indicators (PI) and Rubrics
- Unit Assessments + Translations K-5 in all Content Areas
- Year at a Glance Documents (YAG)
- TEKS Verification Documents (TVD)
- Exemplar Lessons (ELAR, SLAR, Science, Social Studies)
- Enhanced Instructional Transition Guides (EITG)—Math
- K-5 Spanish Trans adaptations (Math, Science, Social Studies);
- K-5 Spanish Language Arts and Reading (SLAR)
- My Favorites, My Calendar and Content Creator Utilities
- Principal Center and Principal Walkthrough Tool
- Full access to standards (For all content areas including non-core):
TEKS (Texas Essential Knowledge and Skills)
ELPS (English Language Proficiency Standards)
CCRS (College and Career Readiness Standards)
- Ability to upload district-created content to the site
- Extensive help and support site functionality
- Ability to customize content at the district level as desired
- Continual updates and revision of content to meet current standards from TEA
- CSCOPE Online Pulse Checks available through www.esc19.net (Virtual Learning)
- Ability to leave feedback on all system components

CSCOPE Professional Development, Training and Support included within the CSCOPE Basic Package:

(All included sessions are hosted at ESC-Region 19, refer to the full schedule of classes at www.esc19.net)

- CSCOPE 101: Just the Basics for New Users (6 hours)
- My CSCOPE: My Favorites, My Calendar, Content Creator (formerly the Lesson Planner) (3 hours)
- CSCOPE Administrator Tools Training (3 hours)
- Getting to Know CSCOPE: Using the Online Pulse Checks (2-3 hours)
- CSCOPE Administrator Network Meetings (3 hours)
- CSCOPE Small District Roundtable Meetings (districts under 10 campuses) (3 hours)
- Planning from the IFD (6 hour Trainer of Trainers Session, 3-hour, and 6-hour sessions at ESC-Region 19.)

Purchase Order Number:	Date:
Superintendent Printed Name: Dr. Pedro Galaviz	Superintendent Signature:



2013-2014 CSCOPE Professional Development Addendum
District: Canutillo ISD



Section 4: Special Events (Discounted 15% for reserving seats at contract time)

<i>Special Event Name / Date (15% discount for reserving your slots at contract time)</i>	<i>Discounted cost per seat</i>	<i>Requested Number of</i>	<i>Total Cost</i>
New TEKS Math Institute July 30-31, 2013	\$127.50 (Regularly \$150)	N/A	N/A
2013 C-I-A Conference (Curriculum, Instruction, Assessment) October 11-12, 2013	\$85.00 (Regularly \$100)	40	\$3,400.00

Total: \$3,400.00

Totals:

Services	Total
Basic CSCOPE Service	\$49,096.00
Addendum Section 1: Onsite Training	N/A
Addendum Section 2: Core Content Workshops at ESC-Region 19	N/A
Addendum Section 3: Lead4ward Events	N/A
Addendum Section 4: Special Events	\$3,400.00

CSCOPE 2013-2014 Basic Contract: \$49,096.00

Optional Professional Development Addendum: \$3,400.00

Grand Total: \$52,496.00

District: Canutillo ISD

<u>Purchase Order Number:</u>	<u>Date:</u>
<u>Superintendent Printed Name:</u> Dr. Pedro Galaviz	<u>Superintendent Signature:</u>