



UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

TOPIC: Approval of Requests from Board Members in re: Use of Board Trustees Discretionary Funds for Various Campuses and Departments

SUBMITTED BY: Mike Garza **OF:** Associate Superintendent for Student Support Services

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: _____

DATE ASSIGNED FOR BOARD CONSIDERATION: July 20, 2022

RECOMMENDATION:

It is recommended that the United ISD Board of Trustees approve Requests from Board Members in re: Use of Board of Trustees Discretionary Funds Various Campuses and Departments.

RATIONALE:

BUDGETARY INFORMATION:

POLICY REFERENCE & COMPLIANCE:



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2021-2022

Exhibit A

Requesting Campus: John B. Alexander High School

Campus Principal: Ernesto Sandoval, Jr.

Originator's Email: esandoval@uisd.net

Board Member: Mrs. Aliza Flores Oliveros

Board Member:

Board Member:

Description of Request: FEV Tutoring Program

Estimated Cost of Request: \$6,000.00

Principal or Director Signature: [Signature] Date: 10/8/21

not approved

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for final processing.



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2021-2022

Exhibit A

Requesting Campus: Alexander High School

Campus Principal: Ernesto Sandoval Amended to Use

Originator's Email: esandoval@uisd.net

Board Member: Mrs. Aliza Flores Oliveros

Board Member:

Board Member:

Description of Request: Hanging door cellphone holders and tables/stools for classroom

Hanging door cellphone holders 1992-11-003-11-000-6399 BD

Tables/Stools 1992-11-003-11-000-6639- BD

Estimated Cost of Request: \$6,000.00

Principal or Director Signature: [Signature] Date: 6/28/22

ASSOCIATE SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

SUPERINTENDENT APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD MEMBER APPROVAL: Yes No
Signature: Date:

BOARD APPROVAL DATE:

Please return the completed form to the Superintendent's Office for final processing.

Revised: September 17, 2019



UNITED INDEPENDENT SCHOOL DISTRICT

PURCHASE REQUISITION

Pg. 1 of 1

VENDOR NAME AND ADDRESS

AMAZON

Fund/YR	Func	Org	Prog Code	Local Option	Proj Num	Obj	Sub Object	Amount

Budget Code

Account Code

Phone

Campus

Date

John B. Alexander

06/

Approval Code: **R-TC-17006**

Qty	Item#	Description	Unit Price Per	Extension Unit Total
150		Cell Phone Holder Organizer- 36 Pocket - Blue	\$14.96	\$2,244.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00

Disposition: Check Mail Pickup Fax Page Total **\$2,244.00**

Remarks _____ Grand Total **\$2,244.00**

Ernesto Sandoval
 Originator (PRINT) _____ Date **6/28/22**

 Administrative Signature _____ Date _____

 Budget Coordinator

 Other

Deliver to United Laredo 78041

All door cell phone hol

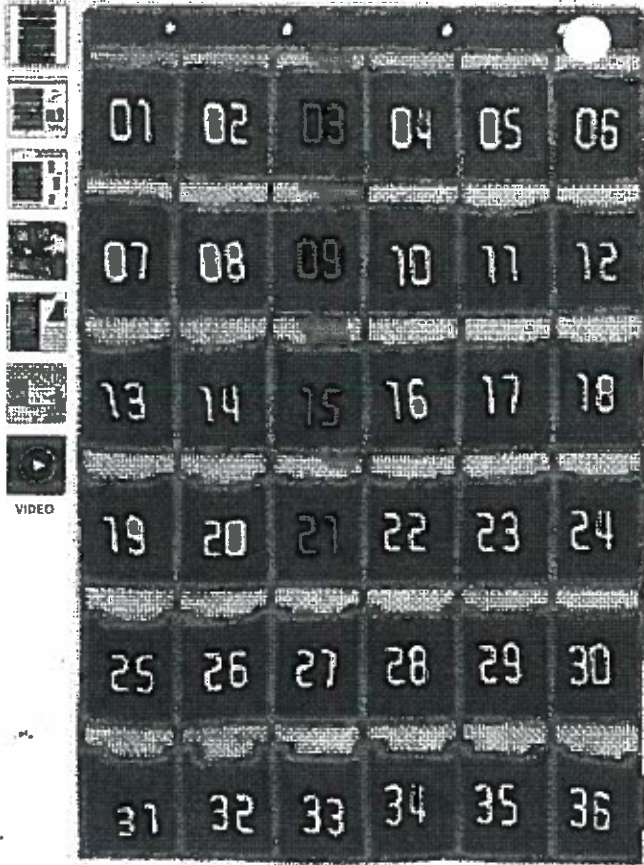
Shop top business categories

Department: Back to School Request for Quote Prime Day EN Hello, Mary Account for United Independ... Lists Business Prime 0

Office Products Office Deals School Supplies Printers, Ink & Toner Projectors



Back to results



Roll over image to zoom in

Handwritten notes: 150x 14.96, # 2,244.00

Loghot Numbered Classroom Sundries Closet Pocket Chart or Cell Phones Holder Wall Door Hanging Organizer (36 Pockets Blue)

Brand: Loghot 1,286 ratings 28 answered questions Amazon's Choice for "loghot number..."

Save 6% Lowest price in 30 days Was: \$15.96 Details Price: \$14.96 & FREE Returns You Save: \$1.00 (6%)

Don't forget to checkout with Pay by Invoice - with no interest or fees.

Size: 36 Pockets Blue

- 30 Pockets Blue \$14.46
- 30 Pockets Grey \$14.46
- 30 Pockets Blue-1 \$15.96
- 33 Pockets Blue \$15.96
- 36 Pockets Blue \$14.96**
- 36 Pockets Grey \$14.96

- Can be easily folded.
- Made of durable canvas, easy clean.

\$14.96 & FREE Returns FREE delivery Wednesday, June 29. Order within 6 hrs 31 mins

Deliver to JB - Laredo 78041 In Stock.

Qty: 1 Buying in bulk?

Add to Cart

Secure transaction

Sold by Loghot and Fulfilled by Amazon.

Return policy: Eligible for Return, Refund or Replacement within 30 days of receipt

Shows what's inside. Item often ships in manufacturer container to reduce packaging. To hide what's inside, choose Ship in Amazon packaging at checkout.

Add a gift receipt for easy returns

Add to List

Have one to sell? Sell on Amazon



UNITED INDEPENDENT SCHOOL DISTRICT

PURCHASE REQUISITION

Pg. 1 of 1

VENDOR NAME AND ADDRESS

DEMCO

P O Box 7488

Madison WI 53707-7488

1-800-358-1200

Campus
Date

John B. Alexander
06/228/2022

Fund/YR	Func	Org	Prog Code	Local Option	Proj Num	Obj	Sub Object	Amount

Budget Code

Account Code

Approval Code: BB 667-22

Qty	Item#	Description	Unit Price Per	Extension Unit Total
		Shipping/Processing	\$444.09	\$444.09
10	W12213300	Premier Café Stool 42" x 17-1/2" x 17" Wood Seat - Mahogany	\$185.99	\$1,859.90
				\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00

Disposition: Check Mail PickUp Fax 800-248-1328 Page Total **\$2,303.99**

Remarks: _____ Grand Total **\$2,303.99**

Ernesto Sandoval 6/28/22

Originalor (PRINT) _____ Date _____

[Signature] 6/29/22

Administrator Signature _____ Date _____

Budget Coordinator

Other



P.O. Box 7489
 Madison, WI 53707-7488
 PH 800-462-8703 FAX 888-229-4728

QUOTATION

Reference: G2180010
 Contract/Bid ID: V06487
 Today: 6/29/22
 Quote Expiration Date: 7/29/22

NAME: United Ind School District
 CONTACT: MARY R HERNANDEZ
 PHONE: 956-473-5845
 EMAIL: maryh@uisd.net

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
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1	10	412713500	Premier Cafe Stool	42" x 17-1/2" x 17" Wood Seat Chair back style? * Select One * Style 257 Style 258 Style 250 Style 252 Style 255 Style 256 Chair back wood finish? Cherry Mahogany Natural Seal wood finish * Select One * Black wood finish seal Cherry wood finish seal Mahogany wood finish seal Natural wood finish seal	185.99	Net	1,859.90
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PLEASE NOTE: This item may not be returned unless damaged or defective.

*Delivery Provisions: This quote has been specifically prepared to deliver with:
 Tailgate Delivery : 369.09
 Call Ahead - Delivery App: 0.00
 Power Lift Gate : 75.00

Additional Note: Pricing is based on the BuyBoard contract 653-21 Inst Mtls & Classroom Supply and/or 667-22 Furnitur using Demco contract code C81100

PRICING: No additional promotions or discounts may be combined with this bid/quote. Reductions in volume may

Order Subtotal	1,859.90
*Shipping/Processing	444.09
Sales Tax	Exempt
Grand Total	2,303.99



UNITED INDEPENDENT SCHOOL DISTRICT

PURCHASE REQUISITION

Pg. 1 of 1

VENDOR NAME AND ADDRESS

DEMCO

P.O. Box 7488

Madison, WI 53707-7488

1-800-356-1200

Campus Date: **John B. Alexander**
06/228/2022

Fund/YR	Func	Org	Prcg. Code	Local Option	Proj Num	Obj	Sub Object	Amount

Budget Code

Account Code

Approval Code: BB 667-22

Qty	Item#	Description	Unit Price Per	Extension Unit Total
		Shipping/Processing	\$459.98	\$459.98
5	W13624010	Premier Laminate Tables 41" x 36" x 36" - <i>Mahogany</i>	\$249.99	\$1,249.95
1		Discount of 8%	(\$100.00)	(\$100.00)
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00

Disposition: Check Mail PickUp Fax 800-245-1329 Page Total **\$1,509.94**

Remarks: _____ Grand Total **\$1,509.94**

Originator: Ernesto Sandoval (PRINT) Date: 6/28/22
 Administrator Signature: Date: 6/29/22

Budget Coordinator: _____
 Other: _____



QUOTATION

P.O. Box 7488
 Madison, WI 53707-7488
 PH 800-356-1200 FAX 800-243-1329

Reference: X2179020
 Contract/Bid ID: C81100
 Today: 6/28/22
 Quote Expiration Date: 7/28/22

NAME: United Ind School District
 CONTACT: MARY R HERNANDEZ
 PHONE: 956-473-5845
 EMAIL: maryr@uisd.net

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
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1	5	K17624010	Premier Laminate Table	Cafe Height 41" x 36" x 36" Laminated top color? Figured Mahogany	249.99	8%	1,149.96
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PLEASE NOTE: This item may not be returned unless damaged or defective.

Order Subtotal	1,149.96
Promotional Discount	100.00-
*Shipping/Processing	459.98
Sales Tax	Exempt
Grand Total	1,509.94

*Delivery Provisions: This quote has been specifically prepared to deliver with:
 Tallgate Delivery : 459.98

Additional Note: Pricing on is based on the BuyBoard contract 653-21 Instr NCL's & Classroom Supply and/or 667-22 Furniture Main Demco contract code C81100
 Order Provisions: Please note the attached freight terms.

BILL TO:	SHIP TO:	CONTACT:
United Ind School District Accounts Payable 201 Lindenwood Dr Laredo TX 78045-2429	Mary R Hernandez JB Alexander High School 3600 E Del Mar Blvd Laredo TX 78041-6559	MARY R HERNANDEZ JB ALEXANDER HIGH SCHOOL 3600 E DEL MAR BLVD LAREDO TX 78041-6559



United Independent School District
Board of Trustees Discretionary Funds Request Form
Fiscal Year 2021-2022

Exhibit A

Requesting Campus: MULLER ELEM

Campus Principal: Mayra Ramirez

Originators Email: msolorio@uisd.net

Board Member: Roberto Ramirez

Board Member: _____

Board Member: _____

Description of Request: Daily homework and daily communication with parent planners. Planners help the students stay organized and have constant communication between teacher and parent. Through the use of these planners teachers are able to keep parental documentation on their child's academic growth.

Estimated Cost of Request: \$ 3,150.00

Principal or Director Signature: Mayra Ramirez Date: 6/15/2022

ASSOCIATE SUPERINTENDENT APPROVAL: Yes _____ No _____
Signature: _____ Date: _____

SUPERINTENDENT APPROVAL: Yes _____ No _____
Signature: _____ Date: _____

BOARD MEMBER APPROVAL: Yes No _____
Signature: Juan R. Ramirez by Briselda Rodriguez Date: 07/20/2022

BOARD MEMBER APPROVAL: Yes _____ No _____
Signature: _____ Date: _____

BOARD MEMBER APPROVAL: Yes _____ No _____
Signature: _____ Date: _____

BOARD APPROVAL DATE: _____

Please return the completed form to the Superintendent's Office for final processing.

Revised: September 17, 2019



UNITED INDEPENDENT SCHOOL DISTRICT

Purchase Requisition

Page to

Vendor Name and Address

School Mate

PO Box 2110

Kearney, NE 68848

Phone No: 800-516-8339

Campus: Mulvey Elem. Rm NO: office

Date: _____

FLIND/YR	FUNG.	ORG.	PROGRAM CODE	LOCAL OPTION	PROJECT NUMBER	OBJECT	SUB OBJECT	AMOUNT

BUDGET CODE

ACCOUNT CODE

QTY	ITEM #	DESCRIPTION	UNITED PRICE WITH DISCOUNT	EXTENSION
		2022-2023 Student Planners		
265	PRB	P831 Student Planners (Kinder + 1st Grade)	3.25	861.25
575	ELB	P830 Student Planners (2nd - 5th Grade)	3.25	1,868.75
		Sub total		2,730.00
		Shipping		420.00

DISPOSITION: Pick-up Mail Check FAX # 800-570-1767 PAGE TOTAL 3,150.00

REMARK: 2022-2023 Student Planners GRAND TOTAL \$3,150.00

[Signature]
ORIGINATOR'S SIGNATURE
[Signature]
APPROVING OFFICER'S SIGNATURE

6/15/20
DATE
6/12/20
DATE

BUDGET COORDINATOR DATE

OTHER DATE



2022-2023 Student Planner Order Form

Order online, or complete, sign, and email order form to purchaseorders@schoolmate.com, or fax to 800-570-1767. Call 800-516-8339 with questions. Phone orders not accepted.

For Office Use Only - 1/22 web

Order # _____

Date Rec'd _____

School Name JBJ Muller Elementary
 District Name United ISD
 Contact Name Angelica Solis Title Secretary
 School Mailing Address 4930 Muller Mem Blvd.
 City, State, Zip Laredo TX 78045
 Ship Address (if different No PO Boxes) _____
 Ship City, State, Zip _____
 School Ph (956) 473-3901 Fax (956) 473-3999
 Cell Ph (956) 726-0598 Alt Ph (956) 337-2199
 Email (required) _____

Proof Contact (Provide ALL contact info)
 Name _____ Fax (_____) _____
 Cell Ph (_____) _____ Alt Ph (_____) _____
 Home Email (required) _____
 Work Email (required) _____

Bill Attention to: _____
 PO# (opt.) _____ Invoice Us
 Pay by credit card, go to schoolmate.com.
 Early Invoice by ____/____/____ Signature Required Below
 Please send me email updates, reminders, and special offers from School Mate®

A CHOOSE PLANNER - Check only 1 product code below. Submit extra order form(s) for additional product(s).											B QUANTITY	
PLANNER TYPE	Kindergarten	Primary	Elementary	Middle School	Navigator	High School	Dated Agenda	Undated Agenda	Classic	Scholar	# Student Planners	
Value Planners	<input type="checkbox"/> KGA	<input type="checkbox"/> PRA	<input type="checkbox"/> ELA	<input type="checkbox"/> MSA	<input type="checkbox"/> NVA	<input type="checkbox"/> HSA	<input type="checkbox"/> AGA	<input type="checkbox"/> UDA	<input type="checkbox"/> CLA	<input type="checkbox"/> SRA	575	
Custom Planners	<input type="checkbox"/> KGB	<input type="checkbox"/> PRB	<input checked="" type="checkbox"/> ELB	<input type="checkbox"/> MSB	<input type="checkbox"/> NVB	<input type="checkbox"/> HSB	<input type="checkbox"/> AGB	NA	<input type="checkbox"/> CLB	<input type="checkbox"/> SRB		# Teacher Editions (TE) + # Total Planners (TP) = 575
Custom with Handbooks	<input type="checkbox"/> KGC	<input type="checkbox"/> PRC	<input type="checkbox"/> ELG	<input type="checkbox"/> MSG	<input type="checkbox"/> NVC	<input type="checkbox"/> HSC	<input type="checkbox"/> AGC	NA	<input type="checkbox"/> CLC	<input type="checkbox"/> SRC		

C VALUE PLANNERS - See Price Chart C
 \$ _____ x Total Planners (TP) (25 min. order) (40 max. for UDA) = \$ _____
 KGA PRA ELA MSA NVA HSA AGA UDA CLA SRA
 Continue on to sections H and I.

D CUSTOM PLANNERS (with or without Handbooks) - See Price Chart D
 \$ 3.25 x Total Planners (TP) (60 min. order) = \$ 1,868.75
 KGB PRB PRC NVB HSB HSC AGB CLB SRB
 Continue on to sections E, F, G, H, and I.

E COVERS - For Custom Planners only. Select a cover design and complete the Cover Wording (also indicate if year are to be printed) and Mascot below

- Poly-Pro™ Cover with school name/mascot in black ink: Design #P P 830 FREE
- Full-Color Agenda Cover - For AGB and AGC only with school name/mascot in black ink: #FC- FREE
- Religious Cover with school name/mascot in black ink: #R- FREE
- One-Color Cover - Indicate 1 standard ink _____ FREE
 #C _____ Repeat last year's, change year Own design
- Multicolor or Photo Cover - Indicate 2 standard inks _____ TP x 25c = \$ _____
 #T _____ Repeat last year's; change year Own design
 Photo Cover #F: _____ Own photo OR Photo mascot # _____ Repeat last year's design; change year
 Cover Wording: JBJ Muller Elementary print 2022-2023
 Mascot: Online mascot # Falco Own mascot Repeat last year's mascot
- Custom Back Cover Own design Repeat last year's Solid - standard ink _____ TP x 25c = \$ _____
 Custom Inside Back Cover (only available with Custom Back Cover) Own design Repeat last year's _____ TP x 25c = \$ _____

F OPTIONS & TEACHER AIDS - For Custom Planners only. All options ordered will be included in both Student Planners and Teacher Editions.
 Only options available for AGB & AGC are 4, 5, and 6. Only option available for CLB, CLC, SRB & SRC is 6.

- Hall Pass Sheet ... TP x 12c = _____
- Year-Rnd. Suppl. TP x 25c = _____ → bind in: front of planner back of planner
- Char. Ed. Suppl. ... TP x 30c = _____
- Vinyl Pouch ... TP x 30c = _____
- Planning Stickers ... TP x 25c = _____

Options 1-5 Total _____

6. Inserts IN1 IN2 IN3 IN4 # Total Inserts _____ x 25c x TP = \$ _____
 Options for Teacher Editions (TE) only - will be placed in all TEs ordered.
 Grade Records ... TE x 85c = _____ Lesson Plans (NA for HSB, HSC, SRB, or SRC) TE x 85c = _____ = \$ _____

G HANDBOOK PAGES - For Custom Planners only.
 Note: 1 page is 1 side of a sheet of paper # Total Custom Pages _____ x 4c/page (3c for HSC, SRC & AGC) x TP = \$ _____
 Repeat last year's pages Press-ready pages enclosed PDF uploaded Typesetting needed # pages _____ x \$25/page = \$ _____

H EXTRAS - Available for ALL planners & agendas (Value and Custom).
 Page Marker Rulers - Must order for all, no partials TP x 20c = \$ _____
 Wall Charts - 5 wall charts per case (must order by full case) #cases _____ x \$35 = \$ _____

Order will not be processed without a signature.
 Sign Here _____ Date _____
 By signing, you agree to School Mate's Terms & Conditions

I SHIPPING & ORDER TOTALS
 Subtotal = \$ 1,868.75
 RUSH Production - 4 weeks (Custom Planners only) - add 20% (\$75 min.) = \$ _____
 Shipping - (AK, HI, APO, FPO call for pricing) 48 states 50c/planner = \$ 287.50
 Pretax Total = \$ 2,156.25
 State Tax (NE and FL only, if applicable) = \$ _____
 Delay Ship (opt.): Apr 22 May 15 June 17 July 15 July 22
 July 29 Aug 5 Aug 12 Aug 19 Aug 26
TOTAL 2,156.25

Special Instructions: NE & FL orders only. To avoid paying sales tax, Nebraska orders must submit Form 1c, and Florida orders must submit Form DR-13 or DR-14.



2022-2023 Student Planner Order Form

Order online, or complete, sign and email order form to purchaseorders@schoolmate.com, or fax to 800-570-1767. Call 800-516-8339 with questions. Phone orders not accepted.

For Office Use Only - 1/22 web

Order # _____
Date Rec'd _____

School Name JBJ Muller Elementary
District Name United ISD
Contact Name Angelica Salis Title Secretary
School Mailing Address 4430 Muller Memorial Blvd
City, State, Zip Laredo TX 78045
Ship Address (if different, No PO Boxes) _____
Ship City, State, Zip _____
School Ph (956) 473-3901 Fax (956) 473-3999
Cell Ph (956) 726-0595 Alt Ph (956) 337-0199
Email (required) _____

Proof Contact (Provide ALL contact info)
Name _____ Fax (_____) _____
Cell Ph (_____) _____ Alt Ph (_____) _____
Home Email (required) _____
Work Email (required) _____
Bill Attention to: _____
 PO# (opt.) _____ Invoice Us
 Pay by credit card, go to schoolmate.com
Early Invoice by ____/____/____ Signature Required Below
 Please send me email updates, reminders, and special offers from School Mate®

A CHOOSE PLANNER - Check only 1 product code below. Submit extra order form(s) for additional product(s).											B QUANTITY	
PLANNER TYPE	Kindergarten	Primary	Elementary	Middle School	Navigator	High School	Dated Agenda	Updated Agenda	Classic	Scholar	# Student Planners	
Value Planners	<input type="checkbox"/> KBA	<input type="checkbox"/> PRA	<input type="checkbox"/> ELA	<input type="checkbox"/> MSA	<input type="checkbox"/> NVA	<input type="checkbox"/> HSA	<input type="checkbox"/> AGA	<input type="checkbox"/> UDA	<input type="checkbox"/> CLA	<input type="checkbox"/> SRA	265	
Custom Planners	<input type="checkbox"/> KCB	<input checked="" type="checkbox"/> PRB	<input type="checkbox"/> ELB	<input type="checkbox"/> MSB	<input type="checkbox"/> NVB	<input type="checkbox"/> HSB	<input type="checkbox"/> AGB	NA	<input type="checkbox"/> CLB	<input type="checkbox"/> SRB	-	# Teacher Editions (TE) + Nil for Updated Agenda (UDA)
Custom with Handbooks	<input type="checkbox"/> KCC	<input type="checkbox"/> PRC	<input type="checkbox"/> ELC	<input type="checkbox"/> MSC	<input type="checkbox"/> NVC	<input type="checkbox"/> HSC	<input type="checkbox"/> AGC	NA	<input type="checkbox"/> CLC	<input type="checkbox"/> SRC	265	# Total Planners (TP) =

C VALUE PLANNERS - See Price Chart C
\$ _____ x Total Planners (TP) (25 min. order, 60 min. for UDA) = \$ _____
KBA PRA ELA MSA NVA HSA AGA UDA CLA SRA
Continue on to sections H and I.

D CUSTOM PLANNERS (with or without Handbooks) - See Price Chart D
\$ 3.25 x Total Planners (TP) (60 min. order) = \$ 816.25
KCB KCC PRB PRC ELB ELB MSB MSC NVB HSB HSC AGB AGC CLB CLC SRC
Continue on to sections E, F, G, H, and I.

E COVERS - For Custom Planners only. Select a cover design and complete the Cover Wording (also indicate if years are to be printed) and Mascot below.
1. Poly-Pro™ Cover with school name/mascot in black ink: Design #P-P-831 FREE
2. Full-Color Agenda Cover - For AGB and AGC only with school name/mascot in black ink #FC- FREE
3. Religious Cover with school name/mascot in black ink: #R- FREE
4. One-Color Cover - Indicate 1 standard ink _____ FREE
 IC _____ Repeat last year's, change year Own design
5. Multicolor or Photo Cover - Indicate 2 standard inks _____ TP x 25c = \$ _____
 IT _____ Repeat last year's, change year Own design
 Photo Cover #F _____ Own photo OR Photo mascot # _____ Repeat last year's design, change year
Cover Wording: JBJ Muller Elementary print 2022-2023
Mascot: Online mascot # Fal 8 Own mascot Repeat last year's mascot
6. Custom Back Cover Own design Repeat last year's Solid - standard ink _____ TP x 25c = \$ _____
 Custom Inside Back Cover (only available with Custom Back Cover) Own design Repeat last year's _____ TP x 25c = \$ _____

F OPTIONS & TEACHER AIDS - For Custom Planners only. All options ordered will be included in both Student Planners and Teacher Editions.
Only options available for AGB & AGC are 4, 5, and 6. Only option available for CLB, CLC, SRB & SRC is 6.
1. Hall Pass Sheet... TP x 12c = _____ 2. Year-Rnd. Suppl. TP x 25c = _____ → Bind in: front of planner back of planner
3. Char. Ed. Suppl... TP x 30c = _____ 4. Vinyl Pouch... TP x 30c = _____ 5. Planning Stickers... TP x 25c = _____ = \$ _____
6. Inserts IN1 IN2 IN3 IN4 # Total Inserts _____ x 25c x TP = \$ _____
Options for Teacher Editions (TE) only - will be placed in all TEs ordered.
 Grade Records... TE x 85c = _____ Lesson Plans (NA for HSB, HSC, SRB, or SRC) TE x 85c = _____ = \$ _____

G HANDBOOK PAGES - For Custom Planners only.
Note: 1 page is 1 side of a sheet of paper. # Total Custom Pages _____ x 4c/page (3c for HSC, SRC & AGC) x TP = \$ _____
 Repeat last year's pages Press-ready pages enclosed PDF uploaded Typesetting needed, # pages _____ x \$25/page = \$ _____

H EXTRAS - Available for ALL planners & agendas (Value and Custom).
 Page Marker Rulers - Must order for full, no partials. _____ TP x 20c = \$ _____
 Wall Charts - 5 wall charts per case (must order by full case). _____ #cases _____ x \$35 = \$ _____

Order will not be processed without a signature.
Sign Here _____ Date _____
By signing, you agree to School Mate's Terms & Conditions

I SHIPPING & ORDER TOTALS
Subtotal = \$ 816.25
 RUSH Production - 4 weeks (Custom Planners only) - add 20% (\$75 min.) = \$ _____
Shipping - (AK, HI, APO, FPO call for pricing) 48 states 50c/planner = \$ 132.50
Pretax Total = \$ 993.75
State Tax (NE and FL only, if applicable) = \$ _____
Delay Ship (opt.): Apr 22 May 13 June 17 July 15 July 22
 July 29 Aug 5 Aug 12 Aug 19 Aug 26
TOTAL 993.75

Special Instructions: NE & FL orders only. To avoid paying sales tax, Nebraska orders must submit Form 13, and Florida orders must submit Form DR-13 or DR-14.