

## Board Meeting Agenda Item Executive Summary

**Supt.'s Office Use Only**

**Board Meeting** 9-4-07

**Agenda** Consent

**Item No.** G. 11.

<b>Board Meeting Date:</b>	September 4, 2007
<b>Submitted By:</b>	Everett Caudle
<b>Item Description:</b>	School Safety/Emergency Preparedness – Emergency Notification Service

**Purpose and Explanation:**

The Florida Legislature has allocated funds to award grant funds for school districts and university lab schools to use for providing or sustaining a school safety/emergency mass notification service during the 2007-2008 school year. A total of **\$32,208** is available to Alachua County. Participation in this program is voluntary.

The Alachua County school district will use these funds to continue its contract with Parlant Technology and its ParentLink system with additional support features and to support line service fees.

### BUDGETARY IMPACT

**Funding Source (Description):** FL DOE **Amount: \$32,208**

<b>Staff Attorney Review &amp; Approval</b> <i>(For Contracts Only)</i>	Date: _____ Initial: _____	ADDITIONAL INFORMATION Yes: _____ No: _____
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# Budget Narrative Form

This form should be completed based on the instructions outlined below, unless instructed otherwise in the Request for Proposal (RFP) or Request for Application (RFA).

**A.** Enter Name of Eligible Recipient

**B. (DOE Use Only)**

**Column 1 (Function) School Districts Only:**

Use the four digit function codes as required in the Financial and Program Cost Accounting and Reporting for Florida Schools Manual.

**Column 2 (Object) School Districts:**

Use the three digit object codes as required in the Financial and Program Cost Accounting and Reporting for Florida Schools Manual.

**Community Colleges:**

Use the first three digits of the object codes listed in the Accounting Manual for Florida's Public Community Colleges.

**Universities & State Agencies:**

Use the first three digits of the object codes listed in the Florida Accounting Information Resource Manual.

**Other Agencies:**

Use the object codes as required in the agency's expenditure chart of accounts.

**Column 3 All Applicants:**

**Account Title:** Use the account title that applies to the object code listed in accordance with the agency's accounting system.

**Narrative:** Provide a detailed narrative for each object code listed. For example:

- Salaries - describe the type(s) of positions requested. Use a separate line to describe each type of position listed.
- Other Personal Services - describe the type(s) of services and an estimated number of hours for each type of position. OPS is defined as compensation paid to persons, including substitute teachers not under contract, who are employed to provide temporary services to the program.
- Professional/Technical Services - describe services rendered by personnel, other than agency personnel employees, who provide specialized skills and knowledge.
- Contractual Services and/or Inter-Agency Agreements - provide the agency name and description of the service(s) to be rendered.
- Travel - provide a description of each type of travel to be supported with project funds, such as conference(s), in district or out of district, and out of state. Do not list individual names. List individual position(s) when travel funds are being requested to perform necessary activities.
- Capital Outlay - provide the type(s) of items/equipment to be purchased with project funds.
- Indirect Cost - provide the percentage rate being used. Use the current approved rate. (Reference the DOE Green Book for additional guidance regarding indirect cost.)

**Column 4 (FTE) Must be completed for all Salaries and Other Personal Services:**

Indicate the Full Time Equivalent (FTE based on the standard workweek for the type of position) number of positions to be funded. Determine FTE by dividing the standard number of weekly hours (e.g., 35 hours) for the type of position (e.g., teacher aide) into the actual work hours to be funded by the project.

**Column 5 (Amount)** Provide the budget amount requested for each object code.

**C. Total** - Provide the total for Column (4) on the last page. Amount must be the same as requested on the DOE 100A- or B.



## **Project Design - Narrative**

The School Board of Alachua County recently procured a contract for a school safety/emergency mass notification service through Parlant Technology and its ParentLink system. It is the intent of the school district to use the Emergency Notification Service allocation to continue the new contract.

ParentLink's Emergency Messaging Service will allow the Alachua County school district to send mass calls, pager alerts, and text messages if a crisis arose. Alachua County intends to use the system to alert staff and students of impending emergency situations such as significant weather events, fires, missing children, school lock-downs, and other major safety events. This system provides for multi-lingual communication in English and Spanish and does include other language capabilities. Parlant Technology is on the current vendor list with products that meet the requirements of the proviso language.

The Alachua County school district intends to use the Emergency Notification Service funds to:

- Continue line service fees of \$707/month for approximately 11 months through the local utility provider (GRU)
- Purchase a bundled support package that will cover upgrades, updates, and other support products for 16 months, through July 8, 2009
- Cover a one time configuration fee for systems integration
- Purchase an add-on package of two additional emergency all calls (mass calls). This will bring up the district's total of all calls to four.

## **Dissemination/Marketing**

The Alachua County school district has already used ParentLink to inform all student households, as identified on student emergency notification cards, of the new system – when and how it will be used in the future by the School Board of Alachua County.

**Attachment A**  
**Florida Department of Education**  
**Additional Assurances**  
**School Safety/Emergency Preparedness -- Emergency Notification Service**

Assurance is hereby given that to the extent applicable:

- In the absence of an existing contract for such services, the applicant will purchase a qualifying school safety/emergency mass notification service which is a service that meets or exceeds the specifications of the proviso language:

Funds in Specific Appropriation 9C for School Safety/Emergency Preparedness must be used toward the purchase of a school safety/emergency mass notification service that must be fully implemented to provide service in the 2007-2008 school year. The system will serve to enhance the safety of school children, parents and staff in emergency situations, such as an impending hurricane/severe weather incident, fire, bomb threat, homeland security incident, missing child alerts, or other critical school safety events. The system shall provide for multi-lingual communication in English and Spanish and may include other languages and have the ability to notify parents and staff through email, landline phones, cell phones, TTY/TDD receiving devices, and through other communication devices considered necessary by the district.

- If the applicant has a pre-existing contract for a safety/emergency mass notification service, the service is exempt from the above requirements per the proviso language:

Any district with a current contract for a school safety/emergency mass notification service which does not meet these requirements may utilize these funds for the 2007-2008 school year. Districts are encouraged to consider systems or applications capable of simultaneous delivery of an emergency message across all means and devices of communication.

- The recipient will provide the Florida Department of Education a copy of the vendor contract for the safety/emergency mass notification service supported by the funds provided under this grant or specify that the Department of Education's existing contract is being utilized.

**Certification:**

School Board of Alachua County	010	W. Daniel Boyd, Jr., Superintendent
Typed Agency Name	Agency Number	Typed Name and Title of Authorized Official (Agency Head)

I certify that the agency will adhere to each of the assurances contained in this set of Assurances for Participation in the Emergency Notification Service Program.

Signature (must be original)	7/25/07	352-955-7880
	Date	Area Code / Telephone Number

**Return original with project application to: Office of Grants Management, Florida Department of Education, 325 W. Gaines Street (Room 332), Tallahassee, Florida 32399-0400**

**Attachment A**  
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