

Name: Stephanie Young	Review Period:
Reviewer Name:	Department: Information & Instructional Technology



Board Agenda Item Checklist

Use the checklist below to review Board Agenda Items prior to presenting them.

Board Agenda Item

Meeting Date: February 9, 2026

Title: Approval of Physical Security Systems for New Dresden Elementary School (Convergent) (Not to exceed \$683,304.70)

Include Full Title

Requested Action:

Request includes the dollar amount

Summary:

- Include Financial Impact, (provide the allocation/charge code and indicate if there is sufficient budget authority to cover the expense).
- Contract Term, Renewal- Yes or **No**
- Details – check all
- Cognia Standards (Strategic Goals)

Rationale:

Share your why and include new Strategic Goal Areas

Supporting Documents:

- All supporting documents should be in PDF format.
- Check all numbers, calculations, dates, vendors, and spelling (*Finance - Convert from PDF to Excel*)

Implementation Date(s):

Date does not occur before BOE approval

Cognia Standards:

Check all that apply

Status

- All questions from BOE Tracking Document have been answered
- All questions from pre-agenda have been answered and forwarded to the appropriate persons
- RFP/RFQ attached (**sourcing document provided by procurement**) **RFP 22-475**
- Single Source Vendor (**Attach Bid Information**)
- Is there another vendor providing the same service?**
- Identify Removed Agenda Items (**If you remove an agenda item, provide a short statement. Example: "Hello**

School Board, we want to bring to your attention that an agenda item has been pulled." Sent to: Superintendent, Carolyn Lloyd)

Legal Approval – Yes or No **Submitted for legal review**

General Counsel or Chief Legal Officer (*explanation required if there is no Legal Approval*)

Acknowledgement

I have reviewed this checklist and discussed it with the Board Team Member.

Signature of Chief: Date: 

Reviewed by Board Team Member:

Date: