



SWEETWATER COUNTY SCHOOL DISTRICT #1

Strategic Plan 2018-2023

As an innovative district, united with our community, we empower and inspire all students to academic excellence in pursuit of their interests and passions.

To provide a quality education for all students.



Sweetwater County School District #1 will create and foster academic success through partnerships with its schools, community and families.

- Increase student and family awareness of educational and career opportunities in Sweetwater County and beyond.
- Instill and reinforce employability skills and a drive for learning.
- Recognize and celebrate student, family, community and employee contributions.



Sweetwater County School District #1 will nurture a positive learning climate and culture.

- Promote positive behaviors and relationships among students, staff, families and the community.
- Ensure schools are safe and secure.
- Proactively support physical, mental and emotional health.

The Crest symbolizes the heart and soul of Sweetwater County School District #1. It was developed to unify education within the community, industry, and the character of Sweetwater County.



A pick and a shovel represent the chief industry



A few sprouts of sagebrush were added to portray the character of the surrounding country



An open book and a torch of knowledge depict scholarship



A loving cup represents sportsmanship, comradeship and loyalty

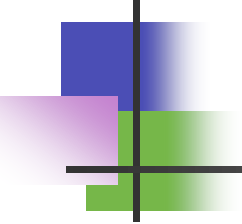


Board information

P-Cards and Travel Cards

October 8th, 2018

- **Part 1:** Purpose and Programs
- **Part 2:** Request for Proposals and Timeline
- **Part 3:** Program Administration and Training
- **Part 4:** How P-Cards and Travel Cards work
- **Part 5:** Advantages and Disadvantages



Part #1 Purpose and Programs

Purpose and Programs

- Purpose
 - Businesses no longer taking vouchers or POs
 - Streamline processes and cards
 - Cost reduction and rebates

- Programs
 - Purchasing Cards (P-Cards)
 - Travel Cards



Part #2
Request for Proposals and
Timeline

Request for Proposals and Timeline

- Request for Proposals (RFPs)
 - Financial benefit
 - Reporting
 - Electronic payment option
 - Controls and spending limits

Request for Proposals and Timeline

- **Timeline**

- RFP distributed and advertised: October 19, 2018 and October 26, 2018
- Acknowledge intent to submit a response: November 2, 2018
- Deadline for submitting questions: November 2, 2018
- RFP responses due to the District: November 9, 2018 by 4 p.m.
- Vendor presentations: November 16, 2018, or scheduled as needed
- Operational Date: January 14, 2019

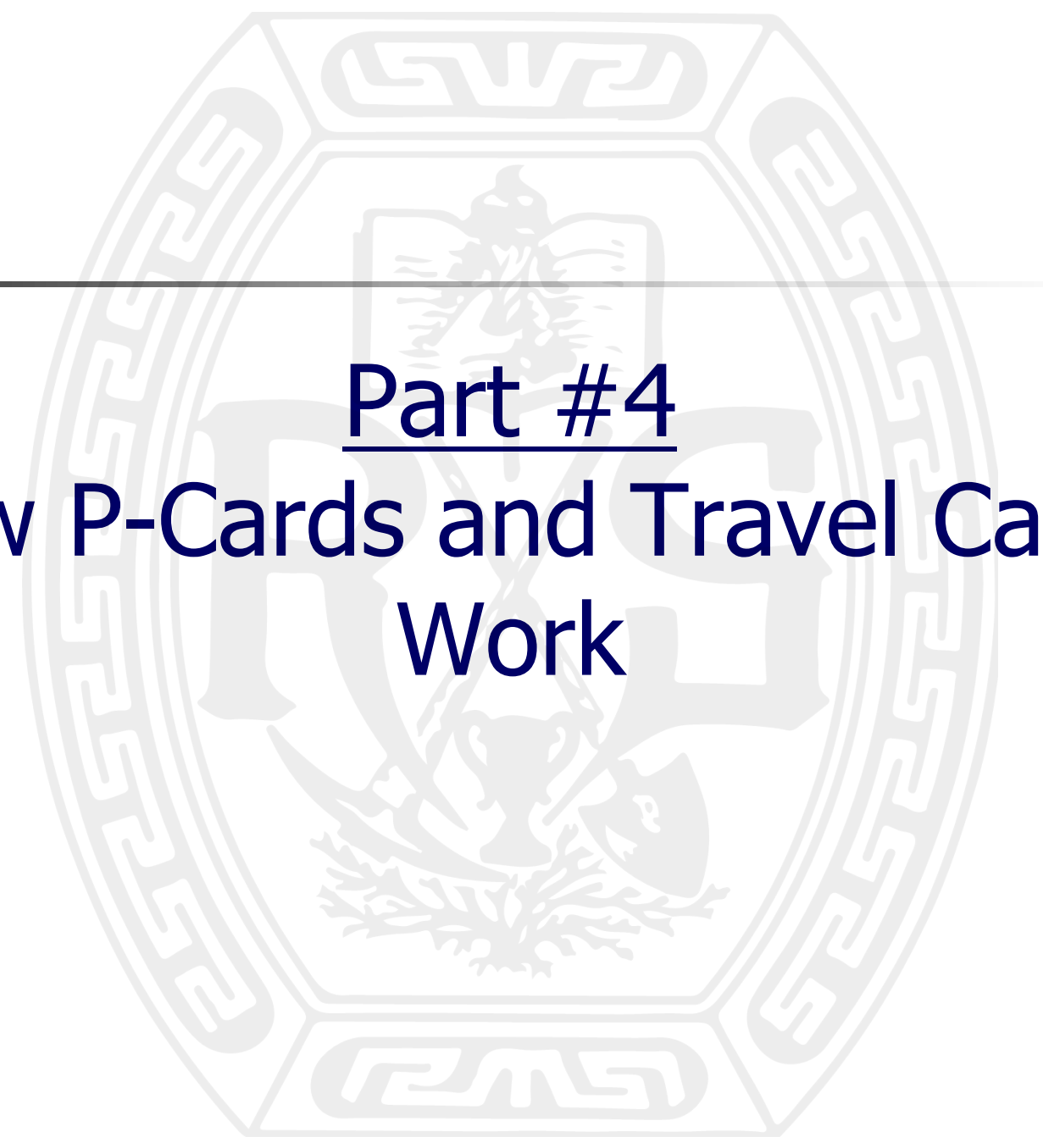


Part #3
**Program Administration and
Training**

Program Administration and Training

- Program Administration
 - Card administration
 - Accounts payable processing and payment
 - Approval process
 - Reporting

- Training
 - Credit Card user Acknowledgement form
 - Policy DJH – Credit Cards and Purchase Cards
 - Web-based training

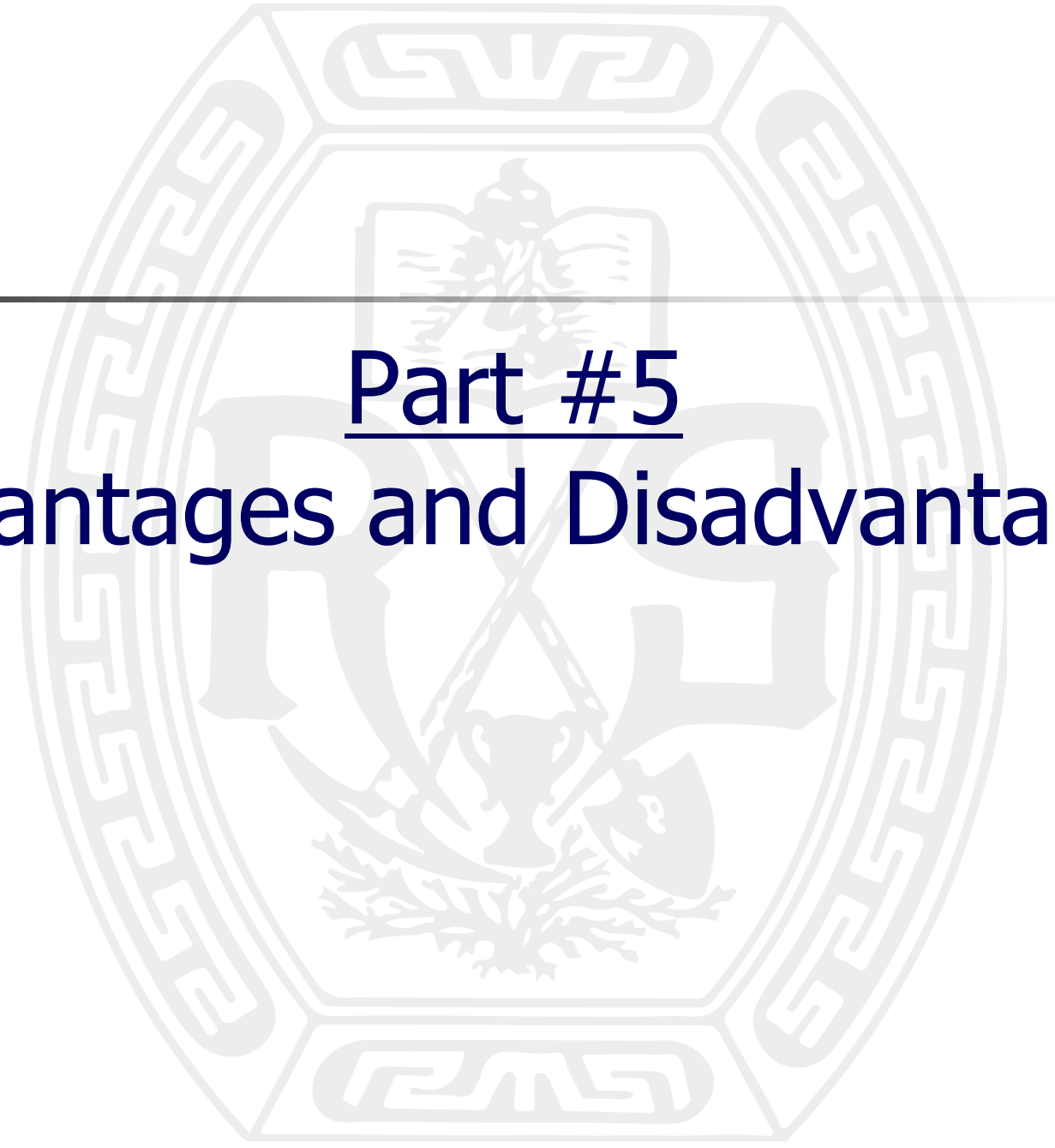


Part #4

How P-Cards and Travel Cards Work

How P-Cards and Travel Cards Work

- P-Cards and Travel Cards example
 - PO or voucher
 - Purchase
 - Purchase log
 - Receipts and PO/vouchers to AP for payment
 - Vendor payment
 - Rebates
 - Cardholder reports and Board approval



Part #5

Advantages and Disadvantages

Advantages and Disadvantages

- Advantages

- Streamlining processes and cost savings
- Meals for activities and sports
- Card controls and restrictions

- Disadvantages

- Scale and number of cardholders
- Initial cardholder setup
- Potential for cardholder abuse



Questions?