

Ames Community School District
General

Vendor #: 177784

Check Date: 06/15/2020

Check #: 824058

Invoice Date	Invoice Number	Description	Account Number	Amount
06/10/2020		Equity work	E10-9011-2519-000-0000-349	2,500.00
Katy Swalwell			4054 Amick Ave Des Moines IA 50310	Total Amount Paid 2,500.00

OH:FORU AF1 311

Ames Community School District
2005 24th Street
Ames IA 50010
515-268-6640

The First National Bank
405 5th St.
Ames IA 50010
515-232-5561

Check #: 824058

72-227739

VOID IF NOT CASHED WITHIN 90 DAYS

Date
06/15/2020

Amount
****2,500.00

PAY Two thousand five hundred and 00/100

TO THE
ORDER
OF

Katy Swalwell
4054 Amick Ave
Des Moines IA 50310

NOT NEGOTIABLE

Date June 8, 2020

REQUEST FOR CHECK

\$2,500.00

Total Amount

PAY TO:

Katy Swalwell

DISPOSITION OF CHECK _____

June 2020

Attach 2 copies of Supporting Documentation

COMPUTER INPUT INFORMATION

Type	PD 1	PD 2	PD 3
* REQ. NO.	<u>00 6000</u>		
** ACCOUNT NO.	<u>10.9011.2519.0000.000.349</u>	<u>10.9011.2519.000.0000.349</u>	
* INV. NO.			
* VENDOR NO.			
* DESC. CODE			
* EXT. CODING			
** AMOUNT	<u>\$2,500.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
* REL			

REQUESTED BY Chris Stensland

APPROVED BY _____

- ** To be completed by PREPARER
- * To be completed by ACCOUNTING

QUOTE

FROM

Katy Swalwell, Ph.D.
&
Daniel Spikes, Ph.D.
&
Erin Meek

BILL TO

Ames Community School
District

QUOTE #

110

QUOTE DATE

01/21/2020

DESCRIPTION**AMOUNT**

Equity Audit Template for Early Childhood & Elementary

10,000.00

- Consult with school and district leaders to construct categories for data collection

- Tailor template to each school's specific needs

- Create reports within data system that align with categories

Equity Audit - \$5000/school

30,000.00

(Northwood, Edwards, Fellows, Meeker, Mitchell, Sawyer)

- Collect data

- Analyze each category of data within the equity audit

- Write report with research-based recommendations/graphics

Additional Meetings

5,000.00

- As needed, will meet with leadership as issues/questions arise

- As needed, will share report findings with stakeholders

TOTAL**\$45,000.00**

PAID

TERMS & CONDITIONS

Services rendered will not exceed the price quoted here.

Ames Community School District
General

Vendor #: 177784

Payment Date: 10/15/2020

A/P Electronic Payment #: 68747

Invoice Date	Invoice Number	Description	Account Number	Amount
10/15/2020		Equity Audit/Meetings	E10-9011-2519-000-0000-349	2,500.00

Katy Swalwell

4054 Amick Ave
Des Moines IA 50310

Total Amount Paid
2,500.00

GW FORM AD1 3/11

Payment has been sent to: **Wells Fargo Ames, IA**

Ames Community School District
2005 24th Street
Ames IA 50010
515-268-6640

NON - NEGOTIABLE

Katy Swalwell
4054 Amick Ave
Des Moines IA 50310

PAID

Date June 8, 2020

REQUEST FOR CHECK

\$2,500.00

Total Amount

PAY TO:

Katy Swalwell

DISPOSITION OF CHECK _____

July 2020

Attach 2 copies of Supporting Documentation

COMPUTER INPUT INFORMATION

<u>Type</u>	<u>PD 1</u>	<u>PD 2</u>	<u>PD 3</u>
* REQ. NO.	_____	_____	_____
** ACCOUNT NO.	<u>10.9011.2519.0000.000.349</u>	<u>10.9011.2519.000.0000.349</u>	_____
* INV. NO.	_____	_____	_____
* VENDOR NO.	_____	_____	_____
* DESC. CODE	_____	_____	_____
* EXT. CODING	_____	_____	_____
** AMOUNT	<u>\$2,500.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
* REL	_____	_____	_____

REQUESTED BY Chris Stensland

APPROVED BY _____

** To be completed by PREPARER

* To be completed by ACCOUNTING

*Stop payment 9/29/20
void
reissue (EFT) 10/15/20*

QUOTE

**FROM**

Katy Swalwell, Ph.D.
&
Daniel Spikes, Ph.D.
&
Erin Meek

BILL TO

Ames Community School
District

QUOTE #

110

QUOTE DATE

01/21/2020

DESCRIPTION**AMOUNT**

Equity Audit Template for Early Childhood & Elementary

10,000.00

- Consult with school and district leaders to construct categories for data collection
- Tailor template to each school's specific needs
- Create reports within data system that align with categories

Equity Audit - \$5000/school

30,000.00

(Northwood, Edwards, Fellows, Meeker, Mitchell, Sawyer)

- Collect data
- Analyze each category of data within the equity audit
- Write report with research-based recommendations/graphics

Additional Meetings

5,000.00

- As needed, will meet with leadership as issues/questions arise
- As needed, will share report findings with stakeholders

TOTAL**\$45,000.00**

MPA/MLP

TERMS & CONDITIONS

Services rendered will not exceed the price quoted here.

Ames Community School District
General

Vendor #: 177784

Check Date: 12/02/2019

Check #: 822984

Invoice Date	Invoice Number	Description	Account Number	Amount
12/02/2019		Critical Consciousness Workshops	E10-9011-2113-000-4669-320	18,000.00

Katy Swalwell

4054 Amick Ave
Des Moines IA 50310

Total Amount Paid
18,000.00

GW FORM AP13/1

Ames Community School District
2005 24th Street
Ames IA 50010
515-268-6640

The First National Bank
405 5th St.
Ames IA 50010
515-232-5561

Check #: 822984

72-2271739

VOID IF NOT CASHED WITHIN 90 DAYS

Date
12/02/2019

Amount
****18,000.00

PAY **Eighteen thousand and 00/100**

TO THE
ORDER
OF

Katy Swalwell
4054 Amick Ave
Des Moines IA 50310

NOT NEGOTIABLE

REQUEST FOR CHECK

Date 10/8/19

\$ 18,000.00
Total Amount

Pay to: Katy Swainwell, Ph.D.

Vendor #: _____

Explanation: Critical Consciousness workshops for
school teams and school leaders for this school year.

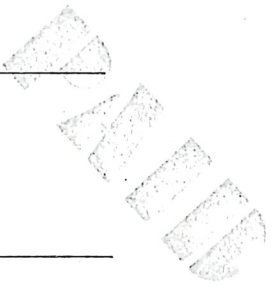
Account Number to be Charged: E10-9011-2113-000-4669-320

Requested By: Linda L. Jones

Supervisor's Approval: cd

CFO's Approval: [Signature]

Superintendent's Approval: _____
(if \$25,000 or more)



INVOICE

FROM

Katy Swalwell, Ph.D.
&
Daniel Spikes, Ph.D.

BILL TO

Ames Community School
District
2005 24th Street
Ames, IA 50010

INVOICE #

116

INVOICE DATE

09/13/2019

DESCRIPTION**AMOUNT**

3 hour workshops for school leaders that include facilitating Special Interest Groups (SIG), Site-based Equity Action Teams (SEAT), and Problems of Practice (POP) time
\$1800/session (includes prep and debrief time for facilitators) x 8 sessions

14,400.00

2 hour "Critical Consciousness 101" workshops for school teams as identified by school and district leadership
\$1200/session (includes prep and debrief time for facilitators) x 8 sessions

9,600.00

Lunch meetings with district-level leadership (1 hour for each of the 8 sessions) and ongoing contact / support between face-to-face workshops (estimated 5 hours/month) - \$250/hour

12,000.00

TOTAL**\$36,000.00****TERMS & CONDITIONS**

Travel costs are built in to these charges.

Ames Community School District
General

Vendor #: 177784

Check Date: 08/14/2019

Check #: 822050

Invoice Date	Invoice Number	Description	Account Number	Amount
04/14/2019	115	Equity Audit	E10-9011-2519-000-0000-618	5,000.00

Katy Swalwell

4054 Amick Ave
Des Moines IA 50310

Total Amount Paid
5,000.00

GW FORM AP13/11

Ames Community School District
2005 24th Street
Ames IA 50010
515-268-6640

The First National Bank
405 5th St.
Ames IA 50010
515-232-5561

Check #: 822050

72-227/739

VOID IF NOT CASHED WITHIN 90 DAYS

Date
08/14/2019

Amount
****5,000.00

PAY **Five thousand and 00/100**

TO THE
ORDER
OF

Katy Swalwell
4054 Amick Ave
Des Moines IA 50310

NOT NEGOTIABLE

Bill to:

Ames Community School District

Purchase Order

2005 24th Street Ames, IA 50010

Phone: (515) 268-6644 FAX: (515) 268-6634

Show PO # on all invoices, packages & communication. **200104**

19-20

Date: 7/25/2019

Vendor ID: 177784 Phone:

FAX:

Ship to:

No Shipment Required

Katy Swalwell
4054 Amick Avenue
Des Moines, IA 50310

Attn:

Requested by: Sullivan, Sharlene - Admin

Order Instr:

Ship Instr:

Quantity	Catalog number - Description	Unit Price	Amount	Account
1	Equity Audit	\$5,000.00	\$5,000.00	E10-9011-2519-000-0000-618
Required prepaid delivery at our building Material safety data sheet must accompany shipment Payment only after Board of Education approval		TOTAL	\$5,000.00	

PAID

final

1. Submit invoices in duplicate to the address above
2. All boxes MUST contain a packing slip with PO
3. If shipment cannot be made within 30 days advise us of shipping date, or cancel.
4. All accounts are exempt from state and federal taxes. Sales tax exemption No. 1-85-012569

Authorized by: Christine M Stensland

Ordered by: _____

Date: _____ Phone / FAX: _____ Mail: _____

INVOICE

FY20

10-9011-2519-000-0000-618

FROM

Katy Swalwell, Ph.D.
&
Daniel Spikes, Ph.D.
&
Erin Meek

5000⁰⁰
5000⁰⁰
5000⁰⁰

BILL TO

Ames Community School
District

INVOICE

115

INVOICE DATE

04/14/2019

DESCRIPTION

AMOUNT

Equity Audit (\$15,000 / each)

30,000.00

- Custom design the equity audit with confirmation of categories and identity markers unique to the school
- Collect/compile data including tours and interviews as necessary
- Analyze all data within the equity audit
- Identify target areas and produce graphic representations
- Report with recommendations and present report to stakeholders

We are estimating 2 weeks of full-time work for data collection, 1 week of full-time work for writing report for each equity audit.

TOTAL

\$30,000.00

PAID

TERMS & CONDITIONS

This invoice is for the completion of equity audits of two schools within the Ames Community School District as yet identified by the superintendent. If additional services are requested (i.e., focus groups, additional schools), new terms will be negotiated. ACSD agrees to compensate the team for this agreed upon rate, and the team agrees to complete this agreed upon work at this rate by August 15.

Payment is due in two installments. Each team member (Katy Swalwell, Daniel Spikes, and Erin Meek) should be paid directly by the district \$5000 by June 15 at the outset of the project. Each team member should be paid directly by the district \$5000 upon receipt of the final reports on August 15.

Ames Community School District
General

Vendor #: 177784

Check Date: 05/30/2019

Check #: 821362

Invoice Date	Invoice Number	Description	Account Number	Amount
04/14/2019	115	Equity Audit	E10-9011-2519-000-0000-618	5,000.00

Katy Swalwell

4054 Amick Avenue
Des Moines IA 50310

Total Amount Paid
5,000.00

GV1 FORM AP1 3/11

Ames Community School District
2005 24th Street
Ames IA 50010
515-268-6640

The First National Bank
405 5th St.
Ames IA 50010
515-232-5561

Check #: 821362

72-2271739

VOID IF NOT CASHED WITHIN 90 DAYS

Date
05/30/2019

Amount
****5,000.00

PAY **Five thousand and 00/100**

TO THE
ORDER
OF

Katy Swalwell
4054 Amick Avenue
Des Moines IA 50310

NOT NEGOTIABLE

REQUEST FOR CHECK

Date 5/28/19

\$ \$5000⁰⁰
Total Amount

Pay to: Katy Swalwell

Vendor #: _____

Explanation: Equity Audit

Account Number to be Charged: 10-9011-2319-000-9165-342

Requested By: S Sullivan

Supervisor's Approval: _____

CFO's Approval: _____

Superintendent's Approval: _____
(if \$25,000 or more)

Alan M. [Signature]

PAID

INVOICE

FY19

10-9011-2319-000-9165-342

FROM

Katy Swalwell, Ph.D.
&
Daniel Spikes, Ph.D.
&
Erin Meek

BILL TO

Ames Community School
District

INVOICE #

115

INVOICE DATE

04/14/2019

DESCRIPTION**AMOUNT**

Equity Audit (\$15,000 / each)

30,000.00

- Custom design the equity audit with confirmation of categories and identity markers unique to the school
- Collect/compile data including tours and interviews as necessary
- Analyze all data within the equity audit
- Identify target areas and produce graphic representations
- Report with recommendations and present report to stakeholders

We are estimating 2 weeks of full-time work for data collection, 1 week of full-time work for writing report for each equity audit.

TOTAL

\$30,000.00

TERMS & CONDITIONS

This invoice is for the completion of equity audits of two schools within the Ames Community School District as yet identified by the superintendent. If additional services are requested (i.e., focus groups, additional schools), new terms will be negotiated. ACSD agrees to compensate the team for this agreed upon rate, and the team agrees to complete this agreed upon work at this rate by August 15.

Payment is due in two installments. Each team member (Katy Swalwell, Daniel Spikes, and Erin Meek) should be paid directly by the district \$5000 by June 15 at the outset of the project. Each team member should be paid directly by the district \$5000 upon receipt of the final reports on August 15.

PAID

Bill to:

Ames Community School District

2005 24th Street Ames, IA 50010
Phone: (515) 268-6644 FAX: (515) 268-6634

Purchase Order

Show PO # on all invoices, packages & communication: **191727**

18-19

Date: 1/17/2019

Vendor ID: 177784 Phone:

FAX:

Ship to:

No Shipment Required

Katy Swalwell
4054 Amick Avenue
Des Moines, IA 50310

Attn: Amy Lane, DO

Requested by: Love, Mary Ann

Order Instr:

Ship Instr:

Quantity	Catalog number - Description	Unit Price	Amount	Account
1	Pay 1/2 of Invoice #13 for additional workshop/contacts	\$2,425.00	\$2,425.00	E10-0011-1100-101-4643-320
Required prepaid delivery at our building Material safety data sheet must accompany shipment Payment only after Board of Education approval		TOTAL	\$2,425.00	

Final

1. Submit invoices in duplicate to the address above
2. All boxes MUST contain a packing slip with PO
3. If shipment cannot be made within 30 days advise us of shipping date, or cancel.
4. All accounts are exempt from state and federal taxes. Sales tax exemption No. 1-85-012569

Authorized by: Christine M Stensland

Ordered by: _____

Date: _____ Phone / FAX: _____ Mail: _____

INVOICE

FROM

Katy Swalwell, Ph.D.
&
Daniel Spikes, Ph.D.

BILL TO

Ames Community School
District

INVOICE #

113

INVOICE DATE

12/18/2018

DESCRIPTION	AMOUNT
Refresher Workshop Six 1-hour workshops offered on the same day as the Year 2 workshops. The cost includes time planning and delivering the material as well as contact with participants for additional individual support as needed.	3,600.00
Additional ongoing contact / support (\$250/hour - estimated 1 hour / month above original contract)	1,250.00
TOTAL	\$4,850.00

PAID

TERMS & CONDITIONS

This invoice is for additional services requested by the district that supplement our ongoing contract with

Ames Community School District
General

Vendor #: 177784

Check Date: 11/15/2018

Check #: 819631

Invoice Date	Invoice Number / Description	Account Number	Amount
11/14/2018	104	E10-0011-1100-101-4643-320	20,025.00
Katy Swalwell			Total Amount Paid
4054 Amick Avenue Des Moines IA 50310			20,025.00

GWFORM AP1 3/11

Ames Community School District
2005 24th Street
Ames IA 50010
515-268-6640

The First National Bank
405 5th St.
Ames IA 50010
515-232-5561

Check #: 819631

72-2271739

VOID IF NOT CASHED WITHIN 90 DAYS

Date
11/15/2018

Amount
****20,025.00

PAY Twenty thousand twenty five and 00/100

TO THE
ORDER
OF

Katy Swalwell
4054 Amick Avenue
Des Moines IA 50310

NOT NEGOTIABLE

Bill to:

Ames Community School District

Purchase Order

2005 24th Street Ames, IA 50010

Phone: (515) 268-6644 FAX: (515) 268-6634

Show PO # on all
invoices, packages
& communication.

191289

18-19

Date: 11/5/2018

Vendor ID: 177784 Phone:

FAX:

Ship to:

No Shipment Required

Katy Swalwell
4054 Amick Avenue
Des Moines, IA 50310

Attn: Amy Lane, DO

Requested by: Love, Mary Ann

Order Instr:

Ship Instr:

Quantity	Catalog number - Description	Unit Price	Amount	Account
1	The 1/2 of Quote #104 that is billed to Katy Swalwell for 2018-19 Critical Consciousness.	\$20,025.00	\$20,025.00	E10-0011-1100-101-4643-320
Required prepaid delivery at our building Material safety data sheet must accompany shipment Payment only after Board of Education approval		TOTAL	\$20,025.00	

1. Submit invoices in duplicate to the address above
2. All boxes MUST contain a packing slip with PO
3. If shipment cannot be made within 30 days advise us of shipping date, or cancel.
4. All accounts are exempt from state and federal taxes. Sales tax exemption No. 1-85-012569

Authorized by: Christine M Stensland

Ordered by: _____

Date: _____ Phone / FAX: _____ Mail: _____

QUOTE

FROM	BILL TO	QUOTE #	104
Katy Swalwell, Ph.D. & Daniel Spikes, Ph.D.	Ames Community School District 2005 24th Street Ames, IA 50010	QUOTE DATE	09/28/2018

DESCRIPTION	AMOUNT
Monthly 3 hour-long in-person meetings with Y1P school principals and central office personnel @ \$600/hour x 8 sessions = \$9600 (includes our time planning and facilitating those sessions)	14,400.00
Monthly 2 hour-long in-person meetings Y1P AP's and Instructional Coaches office \$600/hour x 8 sessions (includes our time planning and facilitating those sessions)	9,600.00
Ongoing contact and planning time with superintendent / associate superintendent, support for school leaders and central office staff, completion of district reports - \$11,250 (\$250 / hour - estimated 5 hours /month)	11,250.00
June Retreat for leadership team - \$600/hour (includes our time planning and facilitating those sessions)	4,800.00
TOTAL	\$40,050.00

PAID

TERMS & CONDITIONS

\$10,012.50 is payable to Katy Swalwell and \$10,012.50 is payable to Daniel Spikes on October 26, 2018.

\$10,012.50 is payable to Katy Swalwell and \$10,012.50 is payable to Daniel Spikes on October 26, 2018.

Ames Community School District
General

Vendor #: 177784

Check Date: 07/16/2018

Check #: 818445

Invoice Date	Invoice Number / Description	Account Number	Amount
07/05/2018	110	E10-0011-1100-101-4643-320	12,500.00
Katy Swalwell			Total Amount Paid
4054 Amick Avenue Des Moines IA 50310			12,500.00

GW FORM AP1 3/11

Ames Community School District
2005 24th Street
Ames IA 50010
515-268-6640

The First National Bank
405 5th St.
Ames IA 50010
515-232-5561

Check #: 818445

72-2271739

VOID IF NOT CASHED WITHIN 90 DAYS

Date
07/16/2018

Amount
****12,500.00

PAY Twelve thousand five hundred and 00/100

TO THE
ORDER
OF

Katy Swalwell
4054 Amick Avenue
Des Moines IA 50310

NOT NEGOTIABLE

Bill to:

Ames Community School District

Purchase Order

2005 24th Street Ames, IA 50010

Phone: (515) 268-6644 FAX: (515) 268-6634

Show PO # on all invoices, packages & communication.

190264

18-19

Date: 7/5/2018

Vendor ID: 177784 Phone:

FAX:

Ship to:

No Shipment Required

Katy Swalwell
4054 Amick Avenue
Des Moines, IA 50310

Attn: Mandy Ross, DO

Requested by: Love, Mary Ann

Order Instr:

Ship Instr:

Quantity	Catalog number - Description	Unit Price	Amount	Account
1	2018-19 Fee for Critical Consciousness/Equity trainings	\$12,500.00	\$12,500.00	E10-0011-1100-101-4643-320
Required prepaid delivery at our building Material safety data sheet must accompany shipment Payment only after Board of Education approval		TOTAL	\$12,500.00	

Final

1. Submit invoices in duplicate to the address above
2. All boxes MUST contain a packing slip with PO
3. If shipment cannot be made within 30 days advise us of shipping date, or cancel.
4. All accounts are exempt from state and federal taxes. Sales tax exemption No. 1-85-012569

Authorized by: Christine M Skensrud

Ordered by: _____

Date: _____ Phone / FAX: _____ Mail: _____

INVOICE

FROM

Daniel Spikes, Ph.D.
&
Katy Swalwell, Ph.D.

BILL TO

Ames Community School
District

INVOICE #

110

INVOICE DATE

05/10/2018

DESCRIPTION**AMOUNT**

Critical Consciousness Building 101 - spring semester	4,500.00
Critical Consciousness Building Individual Sessions / Review of Materials	4,000.00
Introduction to Critical Consciousness & Equity - School Board Workshop #2 (January 29, 2018)	2,000.00
Year 1 summative report	2,000.00

TOTAL**\$12,500.00****TERMS & CONDITIONS**

Payable to:

Katy Swalwell - \$12,500
4054 Amick Avenue
Des Moines, IA 50310

PAID

Bill to:

Ames Community School District

2005 24th Street Ames, IA 50010

Phone: (515) 268-6644 FAX: (515) 268-6634

Purchase Order

Show PO # on all
invoices, packages
& communication.

190264

18-19

Date: 7/5/2018

Vendor ID: 177784 Phone:

FAX:

Ship to:

No Shipment Required

Katy Swalwell
4054 Amick Avenue
Des Moines, IA 50310

Attn: Mandy Ross, DO

Requested by: Love, Mary Ann

Order Instr:

Ship Instr:

Quantity	Catalog number - Description	Unit Price	Amount	Account
1	2018-19 Fee for Critical Consciousness/Equity trainings	\$12,500.00	\$12,500.00	E10-0011-1100-101-4643-320
<p>Required prepaid delivery at our building Material safety data sheet must accompany shipment Payment only after Board of Education approval</p>		TOTAL	\$12,500.00	

Invoice is attached.

1. Submit invoices in duplicate to the address above
2. All boxes MUST contain a packing slip with PO
3. If shipment cannot be made within 30 days advise us of shipping date, or cancel.
4. All accounts are exempt from state and federal taxes. Sales tax exemption No. 1-85-012569

Authorized by: Christine M Stensland

Ordered by: _____

Date: _____ Phone / FAX: _____ Mail: _____