Educational Service Unit Coordinating Council
Regular Meeting
Monday, May 4, 2020, 12:30 PM
Zoom, 6949 South 110th Street, LaVista, NE 68128

1. ESU Coordinating Council Information

2. Call to Order

3. Roll Call

4. Approval of Minutes

5. ESU Share Out Topics

6. Petitions and Communications to the Board

1. State Board of Education and Nebraska Department of Education Report

1. Strategic Planning Process

2. Association of Education Service Agency's Report

3. Learning Community Update

7. Executive Reports

1. Executive Director Report

1. ESUCC Redesign: Update

1. ESU Standards

2. Joint Decision Making Parameters

3. SIMPL Inventory

4. Value-Add Metric

5. Value Proposition

2. Executive Committee Report

1. Approve Claims, Financials Statements, and Assets for Month of March

2. Approval of April Expenses to be paid in May.

3. Recommend approval of May, June, July, August claims as approved by Executive Director

4. Approve Staff Salary Increase for 2020-2021

5. Accept Final Audit Report

8. Public Comment

9. Recommendations from Standing Committees and Project Reports

1. Information Services Committee

2. Education Resources

3. Legal Committee

1. Approve Addendum with Securly

2. Approve Special Buy Agreement with Sergeant Laboratories for AristotleK12

3. Approve Addendum with Impero

4. Recommend approval to authorize Executive Director to approve/sign contracts during the months of May, June, July, August

10. NEW ESU Chief Administrators

11. Adjournment

{{Name: Agenda Item Name}}
{{Discussion: Agenda Item Discussion}}
{{Comments: Agenda Item Comments}}
{{Actions: Agenda Item Actions}}

# BYLAWS
# OF
# EDUCATIONAL SERVICES UNIT COORDINATING COUNCIL

## Article I. Authority and Purpose.

Section 1. Introduction. Pursuant to NEB. REV. STAT. § 79-1245, the Educational Services Unit Coordinating Council (hereinafter referred to as "the Council") is a political subdivision of the State of Nebraska.

Section 2. Purpose of Bylaws. The purpose of these Bylaws is to provide operational guidance to the Council and to clarify the Council's relationship with other education entities.

Section 3. Authority. The powers and duties of the Council are set forth in NEB. REV. STAT. §§ 79-1245 to 79-1249 as it may be amended from time to time. These Bylaws shall in no way limit or alter the authority and duties of the Council as provided by law.

Section 4. Mission. The mission of the Council is to provide the most cost-effective educational support for students, teachers, and school districts in each Nebraska educational service unit by facilitating statewide coordination of educational services and strategic planning.

## Article II. Membership and Meetings.

Section 1. Number of Members. The Council shall initially have seventeen (17) members, one (1) administrator from each of the seventeen (17) Nebraska educational service units. The Council may involve liaisons from other educational entities and State agencies in its meetings and activities. If, at any time, the number of educational service units changes, the number of members on the Council shall also change so the number of members on the Council remains the same number as the number of existing Nebraska educational service units.

Section 2. Member Responsibilities. Each member is responsible for attending meetings and faithfully and diligently executing any responsibilities or tasks delegated by the Council to carry out its statutory powers and duties.

Section 3. Regular Meetings. In May of each year, the Council shall approve meeting dates, times and locations for the next 12 months. The Council shall meet at least once annually and schedule the number of regular meetings

that it deems appropriate for each 12-month period. The Council shall endeavor to set meetings on dates and at locations that accommodate the schedule of its members and of the State's education community. Regular meetings shall be noticed and held pursuant to the Nebraska Open Meetings Act.

Section 4. Special Meetings. Special meetings of the Council may be called by the President of the Council or by a majority of Council members for any lawful reason. Special meetings shall be noticed and held pursuant to the Nebraska Open Meetings Act.

Section 5. Quorum. No action may be taken on a matter at a Council meeting unless a majority of Council members are present at the meeting either in person or via teleconference pursuant to NEB. REV. STAT. § 84-1411 as may be amended from time to time.

Section 6. Voting. If a quorum is present, the affirmative vote of the majority of Council members present at the meeting and entitled to vote on the subject matter shall be considered an act of the Council unless of a greater vote is required by law. All votes shall be by roll call vote and recorded in the minutes of the Council meeting.

Section 7. Recessed Meeting. A majority of Council members present at any meeting may vote to recess the meeting to a different date, time and/or location. Any business which might have been transacted at the original meeting may be transacted at the rescheduled meeting if a quorum is present at such recessed meeting.

Section 8. Commissioner of Education. The Commissioner of Education shall be invited to attend or to send representatives from the Nebraska Department of Education in his or her stead, to each regular meeting of the Council.

## Article III. Officers.

Section 1. Number and Qualification. The initial officers of the Council shall consist of a President, a President-Elect, a Past-President, a Secretary, a Treasurer and such other officers as may be deemed necessary by the Council. Together these officers shall comprise the Executive Committee of the Council.

Section 2. Election and Tenure. The officers of the Council shall be elected at the first regular meeting of the Council. Election may be by either voice vote or written ballot and shall require a majority vote of all members present at the meeting at which the election occurs. Thereafter the officers shall be elected bi-annually at the September meeting or as soon thereafter as convenient. Each officer shall hold office for two years or until his or her successor is duly elected and qualified, unless his or her service is terminated sooner because of death, resignation, removal, disqualification or otherwise.

Section 3. Removal. Any officer of the Council, either elected or appointed, may be removed by a vote of the majority of the Council. Election or appointment of an officer or agent shall not of itself create a contractual relationship between the officer and the Council or give the officer any contract rights.

Section 4. Vacancies. A vacancy in an office due to death, resignation, removal, disqualification or otherwise shall be filled by a vote of the Council in the same manner as provided in Section 2 above, at the Council's next regular meeting after the vacancy becomes known to the Council.

Section 5. Duties and Authority of Officers.

(a) President. The President shall be the principal executive officer of Council. The President shall cause all meetings of the Council to be lawfully noticed and prepare an agenda for each meeting of the Council in accordance with state law. When present, the President shall preside at all meetings of the Council. The President may sign, with the Secretary or any other officer of the agency authorized by the Council, checks, contracts or other instruments which the Council has authorized to be executed, except in cases where the signing and execution thereof is expressly delegated by the Council or these Bylaws to some other officer or agent of the Council or required by law to be otherwise signed or executed. The President shall perform all duties incident to the office of President and such other duties as may be prescribed by the Council from time to time.

(b) President-Elect. In the absence of the President or in the event of his or her death, inability, or refusal to act, the President-Elect shall perform the duties of the President. When so acting the President-Elect, shall have all the powers of, and be subject to all the

restrictions upon, the President. The President-Elect shall perform such other duties as from time to time may be assigned by the President or by the Council.

(c) Past-President. In the absence of the President or the President-Elect or in the event of his or her death, inability, or refusal to act, the Past-President shall perform the duties of the President. When so acting the Past-President, shall have all the powers of, and be subject to all the restrictions upon, the President. The Past-President shall perform such other duties as from time to time may be assigned by the President or by the Council.

(d) Secretary. The Secretary shall prepare minutes of the meetings of the Council, serve as the custodian of the Council's records, keep a current roster of the physical and e-mail addresses of all Council members, and perform all duties incident to the office of Secretary, and perform such other duties as from time to time may be assigned by the President or by the Council.

(e) Treasurer. The Treasurer shall have charge and custody of and be responsible for, all funds and securities of the Council, receive receipts for all securities and monies due and payable to the Council from any source whatsoever and give such receipts to the Council, deposit all such monies in the name of the Council in such banks, trust companies, or in other depositories designated by the Council, and perform all the duties incident to the office of Treasurer and perform such other duties as from time to time may be assigned by the President or by the Council. If required by the Council, the Treasurer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety or sureties as the Council shall determine.

(f) Executive Committee. The Executive Committee shall meet as needed to prepare for Council meetings, to formulate recommendations for the Council, and for such other reasons as deemed appropriate by the President or as directed by the Council.

## Article IV. Administration.

Section 1. Reimbursement for Expenses. Council members and Council employees shall be entitled to reimbursement for actual expenses incurred in the performance of their duties as allowed by NEB. REV. STAT. § 79-1217 and other laws and applicable regulations as they may be amended from time to time. No request for reimbursement shall be submitted by an individual for an expense which has been paid by an educational service unit, other educational agency, or political subdivision. No charge for mileage shall be allowed when such mileage accrues while using an automobile owned by the State of Nebraska or one of its political subdivisions.

Section 2. Budget. The Council shall annually adopt a budget as required by the Nebraska Budget Act. Fiscal agents shall, pursuant to the agency agreement between the fiscal agent and the ESUCC, segregate funds contributed to a project from other funds maintained by the fiscal agent, either by maintaining a separate account of the Council designated for such a purpose or by maintaining a segregated fund within the budget of the educational service unit serving as fiscal agent. The Council shall require each fiscal agent appointed by the Council to provide to the Council quarterly statements of all activity for each project.

Section 3. Agency Agreements and Fiscal Agents. The Council may enter into agency agreements with individual educational service units or other public or private entities. The purpose of such agreements will be for the Council to delegate to the agent entity the authority and responsibility to oversee particular statewide cooperative projects. The agency agreement shall specify whether the agent entity will also serve as the fiscal agent for the project.

Section 4. Powers. The Council shall have the power to:

(a) Purchase and/or lease supplies, materials and equipment and enter into a contract with any person, firm, corporation or other entity.

(b) Accept for any of its purposes and functions any and all donations, grants of money, equipment, supplies, materials and services, conditional or otherwise from any person or entity, and receive, utilize, and dispose of the same. The nature, amount, and conditions, if any, attendant upon any donation or grant accepted

pursuant to this section shall be detailed in the annual report of Council.

(c) Employ, compensate, evaluate and discharge staff limited only to those persons necessary to carry out its duties and functions;

(d) Establish committees as it deems necessary for the purpose of advising the Council on any and all matters pertaining the Council's duties or activities;

(e) Indemnify or reimburse any person in the same manner as an educational service unit board is authorized to do pursuant to NEB. REV. STAT. § 79-1217 as may be amended from time to time;

(f) Take any other action authorized, either explicitly or implicitly, by Nebraska law, including any action that may be necessary to perform its duties and functions as provided in these Bylaws.

Section 5. Annual Plan. The Council shall develop a written document outlining the programs, services and other projects which the Council will operate each year ("Annual Plan"). The Council will annually review the Annual Plan and may amend it as the Council deems necessary.

Section 6. Advisory Committees. The Council may solicit input from advisory committees comprised of teachers, administrators, board members, staff development staff, and other individuals. The role of these committees shall be advisory only, and no recommendation or proposal by any advisory committee shall be final until acted upon and adopted by the Council.

**Article V. Other Matters.**

Section 1. Fiscal Year. The fiscal year of the Council shall begin on ~~July 1~~ September 1 and end on ~~June 30~~ August 31. (Amended March 3, 2010)

Section 2. Liability Insurance. The Council shall obtain adequate insurance to cover itself, its members and its agents, employees, volunteers, or other persons in performing duties to the Council. Adequate shall mean an amount, if available, which will satisfy the maximum claims that could be made under Nebraska's Political Subdivision Tort Claims Act.

Section 3. Amendment. These Bylaws may be amended from time to time as deemed necessary by a majority of the Council. All such amendments must be in writing, appended to this document and signed by the Council Secretary.

Section 4. Intellectual Property. All rights to any intellectual property (copyright, trademark, patent, etc.) created in connection with any project reflected in the addenda to these Bylaws shall be owned by the Council.

These Bylaws were adopted by the Educational Service Unit Coordinating Council at a meeting lawfully held pursuant to the Nebraska Open Meetings Act this _____ day of July, 2008.

[THE NEXT PAGE IS THE SIGNATURE PAGE]

Robert Uhing, Administrator
Educational Service Unit No. 1

Michael Ough, Administrator
Educational Service Unit No. 2

Gill Kettelhut, Administrator
Educational Service Unit No. 3

Jon Fisher, Administrator
Educational Service Unit No. 4

Al Schneider, Administrator
Educational Service Unit No. 5

Dan Shoemake, Administrator
Educational Service Unit No. 6

Norman Ronnell, Administrator
Educational Service Unit No. 7

Randy Peck, Administrator
Educational Service Unit No. 8

Mick Loughran, Administrator
Educational Service Unit No. 9

Wayne Bell, Administrator
Educational Service Unit No. 10

Ron Karr, Administrator
Educational Service Unit No. 11

~~Terry Miller~~, Administrator Jeff West
Educational Service Unit No. 13

Brent McMurtrey, Administrator
Educational Service Unit No. 15

Margene Beatty, Administrator
Educational Service Unit No. 16

Dennis Radford, Administrator
Educational Service Unit No. 17

David Myers, Administrator
Educational Service Unit No. 18

Dennis Pool, Administrator
Educational Service Unit No. 19

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# Nebraska Open Meetings Act

**§84-1407 Act, how cited** Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

**§84-1408 Declaration of intent; meetings open to public** It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret. Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

**§84-1409. Terms, defined** For purposes of the Open Meetings Act, unless the context otherwise requires: (1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions. (b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Videoconferencing means conducting a meeting involving participants at two or more locations through the use of audio-video equipment which allows participants at each location to hear and see each meeting participant at each other location, including public input. Interaction between meeting participants shall be possible at all meeting locations.

**§84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops** (1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as: (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body; (b) Discussion regarding deployment of security personnel or devices; (c) Investigative proceedings regarding allegations of criminal misconduct; (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; (e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster, or (f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length. Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1) (a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

**§84-1411. Meetings of public body; notice; contents; when available; right to modify; duties concerning notice; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body** (1) Each public body shall give reasonable advance publicized notice of the time and place of each meeting by a method designated by each public body and recorded in its minutes. Such notice shall be transmitted to all members of the public body and to the public. Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (a) 24 hours before the scheduled commencement of the meeting or (b) 48 hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) A meeting of a state agency, state board, state commission, state council, or state committee, of an advisory committee of any such state entity, of an organization created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a public power district having a chartered territory of more than one county in this state, of the governing body of a public power and irrigation district having a chartered territory of more than one county in this state, of a board of an educational service unit, of the educational service unit coordinating council, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, or of a community college board of governors may be held by means of videoconferencing or, in the case of the Judicial Resources Commission in those cases specified in section 24-1204, by telephone conference, if: (a) Reasonable advance publicized notice is given; (b) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio or visual recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if videoconferencing or telephone conferencing was not used; (c) At least one copy of all documents being considered is available to the public at each site of the videoconference or telephone conference; (d) At least one member of the state entity, advisory committee, board, council, or governing body is present at each site of the videoconference or telephone conference; and (e) No more than one-half of the state entity's, advisory committee's, board's, council's, or governing body's meetings in a calendar year are held by videoconference or telephone conference. Videoconferencing, telephone conferencing, or conferencing by other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(3) A meeting of a board of an educational service unit, of the educational service unit coordinating council, of the governing body of an entity formed under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, of a community college board of governors, of the governing body of a public power district, or of the governing body of a public power and irrigation district may be held by telephone conference call if: (a) The territory represented by the educational service unit, member educational service units, community college board of governors, public power district, public power and irrigation district, or member public agencies of the entity or pool covers more than one county; (b) Reasonable advance publicized notice is given which identifies each telephone conference location at which an educational service unit board member, a council member, a member of a community college board of governors, a member of the governing body of a public power district, a member of the governing body of a public power and irrigation district, or a member of the entity's or pool's governing body will be present; (c) All telephone conference meeting sites identified in the notice are located within public buildings used by members of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, or entity or pool or at a place which will accommodate the anticipated audience; (d) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if a telephone conference call was not used; (e) At least one copy of all documents being considered is available to the public at each site of the telephone conference call; (f) At least one member of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, or governing body of the entity or pool is present at each site of the telephone conference call identified in the public notice; (g) The telephone conference call lasts no more than two hours; and (h) No more than one-half of the board's, council's, governing body's, entity's, or pool's meetings in a calendar year are held by telephone conference call, except that a governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by telephone conference call if the governing body's quarterly meetings are not held by telephone conference call or videoconferencing. Nothing in this subsection shall prevent the participation of consultants, members of the press, and other nonmembers of the governing body at sites not identified in the public notice. Telephone conference calls, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness other than a member of the public body to appear before the public body by means of video or telecommunications equipment.

**§84-1412. Meetings of public body; rights of public; public body; powers and duties** (1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body may require any member of the public desiring to address the body to identify himself or herself.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if: (a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction; (b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience; (c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making a telephone conference call available at an instate location to members, the public, or the press, if requested 24 hours in advance; (d) No more than 25% of the public body's meetings in a calendar year are held out-of-state; (e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; (f) Reasonable arrangements are made to provide viewing at other instate locations for a videoconference meeting if requested fourteen days in advance and if economically and reasonably available in the area; and (g) The public body publishes notice of the out-of-state meeting at least 21 days before the date of the meeting in a legal newspaper of statewide circulation.

(7) The public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

(8) Public bodies shall make available at the meeting or the instate location for a telephone conference call or videoconference, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

**§84-1413. Meetings; minutes; roll call vote; secret ballot; when** (1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a municipality, a county, a learning community, a joint entity created pursuant to the Interlocal Cooperation Act, a joint public agency created pursuant to the Joint Public Agency Act, or an agency formed under the Municipal Cooperative Financing Act which utilizes an electronic voting device which allows the yeas and nays of each member of such city council, village board, county board, or governing body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

**§84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties** (1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within 120 days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than 120 days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

Revised August 2013

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# Nebraska Open Meetings Act

**84-1407. Act, how cited.** Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

**84-1408. Declaration of intent; meetings open to public.** It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret. Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

**84-1409. Terms, defined.** For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Videoconferencing means conducting a meeting involving participants at two or more locations through the use of audio-video equipment which allows participants at each location to hear and see each meeting participant at each other location, including public input. Interaction between meeting participants shall be possible at all meeting locations.

**84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.**

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as: (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body; (b) Discussion regarding deployment of security personnel or devices; (c) Investigative proceedings regarding allegations of criminal misconduct; (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; (e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or (f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length. Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes. (4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

**84-1411. Meetings of public body; notice; contents; when available; right to modify; duties concerning notice; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body.**

(1) Each public body shall give reasonable advance publicized notice of the time and place of each meeting by a method designated by each public body and recorded in its minutes. Such notice shall be transmitted to all members of the public body and to the public. Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (a) twenty-four hours before the scheduled commencement of the meeting or (b) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) A meeting of a state agency, state board, state commission, state council, or state committee, of an advisory committee of any such state entity, of an organization created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a public power district having a chartered territory of more than one county in this state, of the governing body of a public power and irrigation district having a chartered territory of more than one county in this state, of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, or of a community college board of governors may be held by means of videoconferencing or, in the case of the Judicial Resources Commission in those cases specified in section 24-1204, by telephone conference, if: (a) Reasonable advance publicized notice is given; (b) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio or visual recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if videoconferencing or telephone conferencing was not used; (c) At least one copy of all documents being considered is available to the public at each site of the videoconference or telephone conference; (d) At least one member of the state entity, advisory committee, board, council, or governing body is present at each site of the videoconference or telephone conference, except that a member of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis, an organization created under the Municipal Cooperative Financing Act, or a governing body of a risk management pool or an advisory committee of such organization or pool may designate a nonvoting designee, who shall not be included as part of the quorum, to be present at any site; and (e)(i) Except as provided in subdivision (2)(e)(ii) of this section, no more than one-half of the state entity's, advisory committee's, board's, council's, or governing body's meetings in a calendar year are held by videoconference or telephone conference; or (ii) In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, such organization holds at least one meeting each calendar year that is not by videoconferencing or telephone conferencing. Videoconferencing, telephone conferencing, or conferencing by other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(3) A meeting of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of an entity formed under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, of a community college board of governors, of the governing body of a public power district, of the governing body of a public power and irrigation district, or of the Nebraska Brand Committee may be held by telephone conference call if: (a) The territory represented by the educational service unit, member educational service units, community college board of governors, public power district, public power and irrigation district, Nebraska Brand Committee, or member public agencies of the entity or pool covers more than one county; (b) Reasonable advance publicized notice is given which identifies each telephone conference location at which there will be present: (i) A member of the educational service unit board, council, community college board of governors, governing body of a public power district, governing body of a public power and irrigation district, Nebraska Brand Committee, or entity's or pool's governing body; or (ii) A nonvoting designee designated under subdivision (3)(f) of this section; (c) All telephone conference meeting sites identified in the notice are located within public buildings used by members of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, or entity or pool or at a place which will accommodate the anticipated audience; (d) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if a telephone conference call was not used; (e) At least one copy of all documents being considered is available to the public at each site of the telephone conference call; (f) At least one member of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or governing body of the entity or pool is present at each site of the telephone conference call identified in the public notice, except that a member of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis, an organization created under the Municipal Cooperative Financing Act, or a governing body of a risk management pool or an advisory committee of such organization or pool may designate a nonvoting designee, who shall not be included as part of the quorum, to be present at any site; (g) The telephone conference call lasts no more than five hours; and (h) No more than one-half of the board's, council's, governing body's, entity's, or pool's meetings in a calendar year are held by telephone conference call, except that: (i) The governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by telephone conference call if the governing body's quarterly meetings are not held by telephone conference call or videoconferencing; and (ii) An organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act may hold more than one-half of its meetings by telephone conference call if the organization holds at least one meeting each calendar year that is not by videoconferencing or telephone conference call. Nothing in this subsection shall prevent the participation of consultants, members of the press, and other nonmembers of the governing body at sites not identified Daily Documentation 1st Quarter in the public notice. Telephone conference calls, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness other than a member of the public body to appear before the public body by means of video or telecommunications equipment.

**84-1412. Meetings of public body; rights of public; public body; powers and duties.**

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body may require any member of the public desiring to address the body to identify himself or herself.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if: (a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction; (b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience; (c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making a telephone conference call available at an instate location to members, the public, or the press, if requested twenty-four hours in advance; (d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state; (e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; (f) Reasonable arrangements are made to provide viewing at other instate locations for a videoconference meeting if requested fourteen days in advance and if economically and reasonably available in the area; and (g) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) The public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

(8) Public bodies shall make available at the meeting or the instate location for a telephone conference call or videoconference, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

**84-1413. Meetings; minutes; roll call vote; secret ballot; when.**

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written, except as provided in subsection (6) of this section, and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

(6) Minutes of the meetings of the board of a school district or educational service unit may be kept as an electronic record.

**84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.**

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

Revised 6-3-19


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**Educational Service Unit Coordinating Council Regular Meeting**
**April 9, 2020 at 9:00 AM Central**
**Zoom – All ESUs**
**6949 South 110th Street LaVista, NE 68128**

Attendance Taken at 9:00 AM.

| | |
|---|---|
| Greg Barnes: | Present |
| Paul Calvert: | Present |
| Corey Dahl: | Present |
| Ted DeTurk: | Present |
| Andrew Dick: | Present |
| Geraldine Erickson: | Present |
| Drew Harris: | Present |
| Bill Heimann: | Absent |
| Brenda McNiff: | Present |
| Deb Paulman: | Absent |
| Larianne Polk: | Present |
| Gregg Robke: | Absent |
| Sarah Salem: | Absent |
| Dan Schnoes: | Present |
| John Skretta: | Absent |
| Melissa Wheelock: | Present |
| Constance Wickham: | Present |

Attendance Update Taken at 9:03 AM.
Bill Heimann: Present Sarah Salem: Present

Attendance Update Taken at 9:11 AM.
John Skretta: Present

Attendance Update Taken at 9:59 AM.
Geraldine Erickson: Absent

Attendance Update Taken at 10:05 AM.
Gregg Robke: Present

Attendance Update Taken at 10:29 AM.
Sarah Salem: Absent

Attendance Update Taken at 10:30 AM.
Ted DeTurk: Absent

Attendance Update Taken at 10:36 AM.
Ted DeTurk: Present

**ESU Coordinating Council Information**
**Educational Service Unit Coordinating Council Regular Meeting**
**Video Conference Sites: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 15, 16, 17, 18, 19**

**Call to Order**
Meeting called to order at 9:00 AM.

Staff: Kraig Lofquist, Deb Hericks, Priscilla Quintana, Rhonda Eis, Craig Peterson
Guest: Nick Ziegler, ESU 5, Mariella Rensendiz, NDE, Suin Joo (UNL Student)

**Roll Call**

**Approval of Minutes**
Motion to approve the minutes as presented Passed with a motion by Paul Calvert and a second by Corey Dahl.
Greg Barnes: Yea; Paul Calvert: Yea; Corey Dahl: Yea; Ted DeTurk: Yea; Andrew Dick: Yea; Geraldine Erickson: Yea; Drew Harris: Yea; Brenda McNiff: Yea; Larianne Polk: Yea; Dan Schnoes: Yea; Melissa Wheelock: Yea; Constance Wickham: Yea.
Yea: 12, Nay: 0

**ESU Share Out Topics**
School Mental Health Conference update by Dan Schnoes.

**Petitions and Communications to the Board**
**Trauma Sensitive Schools Training Opportunity - Amber Hartsock**
Amber Hartstock was present to share the AWARE Grant. There is a trauma sensitive schools training. This is a three-day training. This will allow schools to build trauma support teams. They can register 70 people, but would also like to extend the offer to the ESU staff. They need both school and ESU people to attend. This is like a train the trainer model. Do not have to have any education background to attend, just those that are interested. Chadron, South Sioux, and Hastings are three schools that are already signed up for this training. Looking to move this training to September. The only cost is the travel expenses, the training is covered under the grant.
Three Day Train the Trainer document:
https://drive.google.com/file/d/1Dzyp6ox9ZYgUe199RtoUI5sFYiJ6_LMg/view?usp=sharing
ATN PD Training Brochure:
https://drive.google.com/file/d/127ImgQW2PqQS1PWu2LaEsIyHuDGXCbq3/view?usp=sharing
Aware Grant Postcard:
https://drive.google.com/file/d/1Vb8OpGy6caYXQ6-y2-4exlLhvGQhrRrU/view?usp=sharing

**Emergency Remote Learning - Nick Ziegler**
Nick Ziegler, ESU 5 was present to share information on high quality emergency remote learning. Link to website:
https://sites.google.com/esu5.org/digitalagepedagogy/home.
This is the work of the TLT Affiliate and the Special Projects work on the past decade. This work has become more important now through the COVID-19. This group feels that including these resources will help schools move forward on the BlendEd Learning work. Working to organize webinars where if one ESU is having a webinar

the other ESUs would be invited. The Future Ready Conference is moving to an online session this summer. TLT Leadership is reaching out to the SDA Strategist to join together to train/collaborate moving forward. Asking for support in communicating their resources. They are hoping to transform the classroom environment to practicing educator effectiveness. Engaging students in research and best practices with learning outcomes.

**Nebraska Children and Families Foundation - Ann Herman**
Ann Herman was present to give some updates on the Nebraska Children and Families Foundation network. They are gathering what is happening in the communities, collecting needs as well as resources. Trying to decide if issues are local or if they are statewide needs. For instance, connectivity would be a statewide issue. Trying to provide a framework to be able to have conversations across different stakeholders. They are taking the information to Bring Up Nebraska Leadership Foundations which have some high stakes people involved. Child care has been big conversations and there are some grants available. Working to bring the right resources to meet the needs. Executive Director has sent out a survey to help gather information. There is a partnership through the First Lady to get access to computers, phones, hot spots where needed. Send numbers of devices needed so that they can get information back to that group to work on getting those devices. The lack of formula and diapers is being heard loud and clear across the state. Community response money is less restrictive to be able to get needs covered at a faster rate. Two issues families are out of work and can't afford these items and the stores are out of supplies needed.

**State Board of Education and Nebraska Department of Education Report**
NDE Board Meetings

**April Talking Points**
Russ Masco shared the April Talking points which was specifically the AWARE Grant.

**Rule 10 Resolution**
We asking for direction on several issues like the Reading Improvement Act and the Civics requirements. The Commissioner will need to work with the Governor to put some changes forth. The Executive Committee to meet with the Commissioner to discuss issues and get updates.

**Association of Education Service Agency's Report**
Asking us to send letters to our delegates on IDEA.

**Learning Community Update**
Learning Community area is struggling to get baby formula and diapers to those in the area. They are working to their sites set up for the young families can come in and get the stuff they need.

**Executive Reports**
**Executive Director Report**
Executive Director shared that the Rule 84 meeting has been postponed indefinitely. There is a working group for Rule 24 that will meet later today to continue discussions and work needed to move forward.

**ESUCC Redesign: Update**
Nothing new to report, most work put on hold during the COVID-19. ESUs are beginning to work with the pilot standards. Most are in the early stages of planning.

**ESU Standards –** Nothing to report

**Joint Decision-Making Parameters**
Chair shared that they have not met. But wanted to express appreciation to the NDE staff for their communication through the COVID 19 situation.

**SIMPL Inventory -** Nothing to report

**Value-Add Metric -** Nothing to report

**Value Proposition -** Nothing to report

**Executive Committee Report**
**Approve Claims, Financials Statements, and Assets for Month of February**
Review of claims, financials statements and assets for the month of February.

Approve Claims, Financials Statements, and Assets for Month of February Passed with a motion by Dr. Dan Schnoes and a second by Constance Wickham.
Greg Barnes: Yea; Paul Calvert: Yea; Corey Dahl: Yea; Ted DeTurk: Yea; Andrew Dick: Yea; Geraldine Erickson: Yea; Drew Harris: Yea; Bill Heimann: Yea; Brenda McNiff: Yea; Larianne Polk: Yea; Sarah Salem: Yea; Dan Schnoes: Yea; Melissa Wheelock: Yea; Constance Wickham: Yea.
Yea: 14, Nay: 0

**Approval of March Expenses to be paid in April.**
Total expenses for the month $139,526.26.

Recommend motion to approve March expenses to be paid in April Passed with a motion by Dr. Dan Schnoes and a second by Greg Barnes.
Greg Barnes: Yea; Paul Calvert: Yea; Corey Dahl: Yea; Ted DeTurk: Yea; Andrew Dick: Yea; Drew Harris: Yea; Bill Heimann: Yea; Brenda McNiff: Yea; Larianne Polk: Yea; Gregg Robke: Yea; Sarah Salem: Yea; Dan Schnoes: Yea; John Skretta: Yea; Melissa Wheelock: Yea; Constance Wickham: Yea.
Yea: 15, Nay: 0

**Approve MSA 2020-21**
President reviewed the MSA and ready to approve. Discussed the change in the government relations.

Recommend approval of the MSA for 2020-2021 given additional change of Bromm and Associates Government Relations Passed with a motion by Dr. John Skretta and a second by Dr. Ted DeTurk.
Greg Barnes: Yea; Paul Calvert: Yea; Corey Dahl: Yea; Ted DeTurk: Yea; Andrew Dick: Yea; Drew Harris: Yea; Bill Heimann: Yea; Brenda McNiff: Yea; Larianne Polk: Yea; Gregg Robke: Yea; Sarah Salem: Yea; Dan Schnoes: Yea; John Skretta: Yea; Melissa Wheelock: Yea; Constance Wickham: Yea.
Yea: 15, Nay: 0

**Public Comment**
There was no public comment.

**Recommendations from Standing Committees and Project Reports**
**Information Services Committee**
Committee Chair shared discussions in committee. DETAILs grant final report should be here next week. The new grant, Technology Director is still recruiting people for his committee. The hardware at UNL is planned to be finish by end of May. SRS team has begun work on the administrative dashboard and adding 504 plan. Shared updates on OER, OverDrive, Learn360. Learn360 has given us full access to everything until the end of June. Discussions on helping libraries fill out forms for ERATE to help get libraries updated. Executive Director was contacted by Senator Friessen to help libraries.

**Education Resources**
Committee Chair shared discussions in committee. Steve Milliken gave an update on special education. They have submitted a request to freeze this timeframe for and dates that would happen during the COVID-19. Then special education timeframes would continue once we are back next school year. ESPD gave an update on Compensatory Education, a couple of our staff would like to help write this guidance. Russ Masco discussed the trauma sensitive training.

**Legal Committee**
Committee Chair shared discussions in committee. A report was given on the Legislative Education Coalition meeting, property tax continues to be discussed. Shared Open Skye's opinion on legislative issues. They believe now is not the time, due to COVID-19, to push the property tax issues through. Continue to support those groups that support education throughout this process.

Link Open Skye brief: https://www.openskypolicy.org/policy-brief-past-recessions-provide-important-insight-into-covid-19s-fiscal-impact.

Shared the Annual Buy has been extended out a couple weeks. Paper Buy was down this year. Discussed the interlocal with Bertrand to be approved.

**Approve Interlocal with Village of Bertrand**
Recommend approval of proposed resolution, upon favorable review by ESUCC attorney Passed with a motion by Greg Barnes and a second by Paul Calvert.
Greg Barnes: Yea; Paul Calvert: Yea; Corey Dahl: Yea; Ted DeTurk: Yea; Andrew Dick: Yea; Drew Harris: Yea; Bill Heimann: Yea; Brenda McNiff: Yea; Larianne Polk: Yea; Gregg Robke: Yea; Dan Schnoes: Yea; John Skretta: Yea; Melissa Wheelock: Yea; Constance Wickham: Yea.
Yea: 14, Nay: 0

**Cleaning Supplies**
Discussions on the request for cleaning supplies from Melody Hobson, NDE. This continues to be an issue across the state.

**NEW ESU Chief Administrators**
Article written by Andrew Dick: https://www.starherald.com/opinion/columnists/andrew-

dick- esu-13-shines-bright/article_0d874d47-3df8-5b90-86cc-db782a172a2e.html.

Continued discussions on schools during COVID-19, graduations, etc. Requests for drive-through graduation, NDE said NO! Nothing on school grounds until August.

Millard graduation ceremony: Millard is doing virtual graduation https://docs.google.com/document/d/1sHPjsIU8nJZZFqZVBQlUWHBQ_I-CTElEfPiWneZdJC8/edit.

**Rule 84 Meeting**
Postponed Indefinitely on 3/25/20 because of Covid-19

**Adjournment**
Meeting adjourned at 10:59 AM.

# ESUCC Meeting
# Agenda Items
## Zoom Link: https://zoom.us/j/4995643911

March 13 - 1:30 Central - Emergency Meeting
March 17- 9:00 AM Central - Meeting notice - ESUCC/ESPD/KSB
March 20 - 9:00 AM Central - Meeting Notice
March 24 - 2:30 PM Central - Meeting Notice
March 27 - 9:00 AM Central - Meeting Notice
March 31 - 2:30 PM Central - Meeting Notice
April 3 - 9:00 AM Central - Meeting Notice
April 8 Committee/April 9 Board Meeting Schedule - Meeting Notice on SPARQ Data
April 10 - Executive Committee to meet with Commissioner
April 14 - 2:30 PM Central - Meeting Notice
April 17 - 9:00 AM Central - Meeting Notice
April 21 - 2:30 PM Central - Meeting Notice
April 24 - 9:00 AM Central - Meeting Notice
April 28 - 2:30 PM Central - Meeting Notice

ESU Covid-19 Timeline
ESU School Meetings

## Friday, April 17, 2020
## 9:00 a.m. CST
**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

Absent: Heimann, Harris, Wickham

### Agenda Items

1. Public Comment - None
2. Dr. Skretta Survey Information
    a. Serving as a liaison for NDE on information on the end of the school year.

b. NCSA to send out a survey for Supt to help figure out where everyone's perspective statewide
c. Academic calendar, summer school offering, grading and summer school were the topics of the survey.
d. NDE Guidance

3. Communication Planning (Contingency Plans)

*OWH Article-Implications*

*ESUs should start conversations with local districts.*

***Don't make any declarative statements.***

*Be cognizant of possibly re-opening at different times next year.*

*Be prepared to use different calendars for the 2020-21 school year.*

*Start to broach the subject with respective teaching staff/teams, so they know it's a possibility.*

a. Boston/Stanford College have announced no f2f classes this Fall.
    i. Boston University Forbes article: https://www.forbes.com/sites/susanadams/2020/04/13/boston-university-is-first-to-announce-it-may-postpone-its-fall-term-until-january-2021/#739901814bd5
    https://www.cnn.com/2020/04/14/us/university-may-cancel-classes-fall-2021-trnd/index.html
b. Discussion on the decision - wanted decision and no that decision has been made they are upset - need to respect the decision
    i. Direct frustration into a more positive conversation
    ii. Everyone needs to have Fall start-up on their radar
c. No idea on how long this is going to last - plan for the worse and hope for the best
d. Political - no win situation
e. Discussion on graduation requirements
    i. Not clear statement
    ii. Continue to discuss with county health departments
    iii. Discuss with County attorneys
        1. Graduation parties
    iv. Be smart and patient
    v. Is there a place for documents of schools ideas - what has been agreed on and told no? Do not think there is a document. Situations are different across the state.
f. Dr Addy Por - use common sense
    i. Coming down off curve is going to be slower than expected

g. Need to keep staff, students, parents mental health and well being in mind - don't stress more than they already are.

4. CARES ACT/Federal Update
    a. Fiducius email that highlighted the impact of the CARES Act on your employees dealing with student loan debt.
    b. There is still guidance that needs to come. Still a level of questions on what we can do with the money.
    c. Department only has to send 90% of the money through
    d. Are ESUs helping schools to document on expenses for COVID? Document everything...
    e. ESU that have contracts with schools, the schools need to keep/pay those contracts. NASBO conference had conversations on contracts - KSB and NDE both said you should pay.
5. Discussion on Interlocals from NASBO
    a. Contracts versus Interlocals
6. Contract Language - is anyone thinking about updating language in contracts to include situations like COVID-19?
    a. Discuss further this Fall
    b. Would like to know what others will be doing, please share
    c. Deb to create a Google Doc for changes
        i. Contract Updates/Changes - COVID-19
7. Discussion on staff applying for unemployment
    a. If being paid, should not be applying for unemployment
8. From Skretta - Has everyone heard that the school legal firms were enlisted late last week to provide a summary of statutes that need to be waived for schools this spring? Apparently they have provided that info to NDE now but has anyone heard about when we will receive an announcement on this? This also relates to the "blanket waiver" topic.
9. SRS Fees Redux
    a. Conversation to be had for Class A schools - concerns on
        i. If change for one class, should we not charge for any?
        ii. It's more the principle - issues we have had
    b. Voted on 5% increase
10. Items for Kraig to take to Commissioner
    a. Timeline on waivers (see Skretta note)
        i. Fire Drill - 10 how is this going to be done?
        ii. Information out by Friday??
    b. Consistent Message

        i. Message to schools - don't jump to Fall too fast - keep everyone's wellbeing in mind
    c. Communication Plan - Rule 10 guidelines
    d. Clarification on Americanism Act/Exam - Seniors this year not required but years past.
    e. Schools being able to submit questions on call for Monday
11. ESUPDO Reminder-May 6 - Agenda
12. Cory Epler-Instructional Materials
13. Adjourn meeting at 10:08 AM

## Tuesday, April 14, 2020

## 2:30 p.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

Absent: Robke, Salem

**Agenda Items**

14. Public Comment - None
15. Educator Effectiveness Conference - moved to online
16. Monday Meeting Notes-Follow Up
    a. Discussion on the Commissioner call
    b. ESU 7 - Do we need to have weekly calls - could he send out email responses to questions and call Zoom meetings when necessary. Meetings are not as poignant as before.

c. Not enough communication, too much communication - where is the middle ground.
d. Not a lot of new information
e. About 400 on the call
f. ESU 3 - wise for the Gov/Commissioner to continue
g. Discussion on when we will start opening things back up? Summer? Fall?
h. Miss the question and answer part of the meeting. Have someone gather the questions throughout the meeting?
i. ESU 10 - Supt were getting ready for Board meetings so she took notes and sent them out. The Supts like that.
j. ESU 13 - if we don't have it scheduled, it will be hard to find time when needed. Tell us what they are working on, and this is coming...not enough clear information. (could be spreadsheet that can be updated - one place to reference)
k. ESU 6 - reinforce the sentiment - changing to a more scripted platform has removed their ability for the real time Q&A. Give more specifics/clarification. What is being scrutinized at state, feds, etc and when we can expect a solution.
l. The Executive Committee shared with the Commissioner the need for more clarification. Give us an idea of what is needed before the reporting period. Information to be out by this Friday.
m. Great moment for ESUs - ESUs have a unique roll to aggregate district information and bring it to NDE. We need to be good messengers/ambassadors.
n. Could Deb attend the Commissioner call and take minutes for us? Then she can share them out to the group of us to pass on. Thoughts?
    i. Could NDE have someone take notes and send them out to everyone? Or subcontract with Melissa or Deb to do it?

17. Legislative Update (Kraig)

a. Rules/Regulations for incoming Federal Dollars for schools
    i. Action by Legislature?
        1. Each school will get 83% of funding (CARES Act)
b. Most Important Bills to be worked on include LB 920 (Lottery Funds)
    i. 16 days left of regular session
    ii. Look at passing the most important bills
    iii. LB920 - lottery funding -

iv. LB 147 - Physical restraint -
v. LB 998 - Training Bill
vi. Visit with Senators - express concerns that now is not the time

c. Small group of Educators to meet with reporter (Ann Pirtle, NRCSA, etc.)
   i. To get schools point of view out there
   ii. Don't become disengaged
   iii. Message out there is that educators weren't willing to work with them - but that isn't the case.
d. SNAP Waiver-Thank the Governor
   i. Easier for schools to get access to food
e. The importance of additional E-rate Funding Support-Blomstedt Article
   i. Students that don't have access to internet
   ii. Hope to get some stimulus money to address issue

18. Rule 84 - needs to be waived
    a. Accreditation - need to have met with the state board - we need a formal waiver for this
    b. Commissioner needs to work with Governor on waivers
19. Superintendents wanting an early out of school? What will the instructional waiver look like? Already want to do it by the end of this week.
    a. NCSA querry - short form survey - 200 responses to date
    b. How to calculate instructional hours?
    c. How close will schools be to those hours?
    d. Not amending calendar but will work with shortened hours - don't amend the calendar
    e. ESU 3 - end online instruction about a week early. Looking at online learning fatigue - teachers, students, parents. Use the last week to work with staff to turn everything in with having minimal people at schools at a given time. (Millard and West Side) This will be about half, others will be slowing down the process to the end date.
    f. Get NDE to say - something like you can shut down 7 days early but not 8 days early - give actual numbers.
    g. Tell schools to contact NDE before making final decisions.
20. What will it be like starting the school year before relationships have been built?
    a. Transitioning - 1-5 days at the beginning to transition students and staff. Begin in the class that they are currently in.
    b. Share ideas as you hear from schools.
    c. Will some smaller schools begin before the larger schools because of the numbers in buildings?
    d. Summer - opening pools to small numbers at a time?

21. What ESUs are still open?
    a. 3, 8, 15 (less than 5 a day),
    b. 5, 16(short staff), 17
    c. 19 - been working from home for about 4 weeks
22. Other
23. Adjournment at 3:27 PM

## Friday, April 10, 2020

## 9:30 a.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann Dan Schnoes, Larianne Polk, Paul Calvert, Geraldine Erickson,

NDE: Matt Blomstedt, Brian Halstead, Zainab Rida, Dean Folkers, Cory Epler

Agenda Items

1. Gov/NDE and legal - meeting next week with Gov. to discuss
    a. Let Matt/Brian know details of the legal concerns so that they can be followed up.
    b. NDE asked attorneys for a list of things needed to ask of Gov. To be to Brian by Sunday night.
2. June data reporting dates - reporting window is about validating the data
    a. Data flows seamless to ADVISER system
    b. Meet weekly to discuss
        i. How to track attendance during this time,etc
            1. Will track attendance to a certain date and then change to membership
    c. CARES Act might need more information - broad calculations
        i. Capture the most accurate data that we have
    d. Roll out clear and concise guidance shortly with ** of the unknowns
        i. When will guidance be rolled out - can we send communications
    e. Will they count normal attendance from March 10 forwarded?
        i. ADVISER can tell when schools stopped having students in the building

f. Data from 2019-2020 school will not look like normal years and will affect data going forward and backwards

3. Reading Improvement Act - want to be concerned about literacy (also Civics)
    a. Work with Gov on waivers of the data aspects
    b. Expect summer to be remote learning as well
    c. Confusion on requirement - current law say make available but does not require every student to do
    d. Work from current law and not proposed changes
    e. If you have online courses, feel free to use and move forward
        i. NDE staff are working through options of online resources
    f. Requests that concerns flow through Cory and staff
    g. NDE is working with Literacy Cadre to come up with alternatives
    h. NDE can't get guidance out quick enough

## Meetings for April 8/9 are on SPARQ

## Zoom Link: https://zoom.us/j/4995643911

## Friday, April 3, 2020

## 9:00 a.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Connie Wickham, Melissa Wheelock, Sarah Salem (arrived at 9:05 am, left at 9:45 am), Drew Harris (arrived at 9:15 am, left at 9:52 am), Deb Paulman (arrived at 9:24 am)

Absent: Bill Heimann

Call to order at 9:00 AM

Agenda Items

4. Public - No Comment

5. Three Items to share with Commissioner and two Administrators to speak
    a. Clarification on Governor DHM - "Under this new DHM, schools statewide are directed to operate without students in their buildings through May 31, 2020. Extracurricular activities are also cancelled statewide. This restriction does not apply to school staff working in school buildings."
        i. Does this include graduation/prom?
        ii. Yes, he needs to be very specific
        iii. Include any part of district land - no football fields, etc
        iv. No more than 10 people/gathering - things means everywhere!! Looking for options to do virtually.
        v. Communication - no heads up, didn't hear prior to prepare before announcements in order to talk to supts.
        vi. Confusion on whether or not it was statewide and not just those with DHM's
        vii. Picking up student materials - if not allowed in buildings - where/how do they pick up students stuff. Clean out in July?
        viii. We should draft up talking points/guidelines for the Commissioner. List of things to consider so schools can pick what affects them.
        ix. Some schools have locked out staff - how do we let staff in let alone students
        x. Some food service people have been displaying symptoms, concerns on getting food out
        xi. ESU 7 will begin to restrict people to the ESU after Easter Break.
        xii. YRTC has a confirmed case - deciding what to do there.
        xiii. Governor does not expect to give a "stay at home" order
        xiv. ESU 3 plans when the peak hits to have no more than a couple people in the building
        xv. ESU 5 has only a couple in the building, working to decide how to take care of mail, etc when they completely shut down.
        xvi. OPS/ESU 19 have been limited to 10 people in the administration building. All ESU staff are working remotely.
        xvii. Parents organizing proms/graduations - schools need to discourage from any kind of socializing
        xviii. Larianne has a sign they are using- link https://drive.google.com/file/d/1Wshd1WuRvqT2zylDI0PX6obYx2co31Hg/view?usp=sharing
        xix. David Cantral (pulmonologist in Kearney) - message about keeping kids away from each other. Children don't show signs, they are a carrier (post on Facebook)

6. Certificated Evaluations (Andrew)
    a. Ohio - Educator Evaluation Systems
    b. Oklahoma (Page 13) - Coronavirus/COVID-19: FAQs for Oklahoma Public Schools Updated March 26, 2020
    c. North Carolina - Department of Natural and Cultural Resources (DNCR) Budget and Finance Review
    d. Matt to visit with Gov. on putting a temporary halt on staff evaluations - evaluations right now should include risk factors, etc. Kraig to share with the Commissioner.
    e. Rex Schultze has shared a step by step protocol to complete observation - for a small fee and you can share out as much as you want. Can ESUCC purchase this?
        i. If Gov. would relax the evaluations, this document would not be needed.
        ii. rschultze@perrylawfirm.com, or jknight@perrylawfirm.com
7. Technology Support Update: Internet Access for Students and Staff (document link)
    a. Teachers that don't have access, students don't have access
    b. ESU 7 - was talking about using old phones as hotspots
    c. Verizon has relaxed on hotspots
    d. Omaha Community Foundation would provide some Sherwood Foundation money for families - fill paperwork out to get this access. Secondary families would only need access.Elementary has printer packets.
    e. LPS has a contract with AT&T for burner phones can only provide hotspot access. $40 phone/month, disposable after this is over.
    f. ESU 4 - https://www.motherboardrecycling.org/covid-19-annoucement.html
        i. Hotspots around town where the students can get to from parking lot
    g. ESU 16 - Western NE, District surveyed students, most had access to internet and hardware. If the student did not have it they were able to provide for them. In Sandhills, they do not have access. Their districts had a plan B to take care of those that don't have access.
    h. From John Skretta - Kraig, do you want ESUCC to aggregate resources that we've been putting together for student access across the state? I think every ESU has been doing different things at the community level to assist schools in ensuring connectivity for all (or virtually all) families?

        i. Do we put a Google Doc to gain what each other are doing across the state? NOC folks to fill out?
    i. From Melissa Wheelock - Schoology has increased customers 400% in the last two weeks…they are trying to catch up which has made it much slower for our schools that have used it for years
        i. From Geraldine - Melissa, I had a conversation with Craig Peterson about this issue. Our schools have experienced the same issues. Craig shared the email with Schoology that she sent to schools.
        ii. https://www.schoology.com/blog/scaling-schoology-increased-demand
8. Social Emotional Support Update-Students, staff & community
    a. What are we doing to help the community?
    b. ESU 5 put out a resource to help parents
    c. ESU 3 - holding department meetings - weekly meeting without an agenda to do a check in. Discuss whatever they want to discuss.
    d. SDA is meeting twice a week for a check and to be a support system for each other.
    e. ESU 16 - providing service to students. They (LMHPS) meet with District staff weekly to coordinate services. Reach out to family and students via zoom or phone calls. Regional PLC - have been meeting weekly to share resources. Beginning to share what lessons look like and how families are responding. Tyler Cronin put together a video - to share with staff.
    f. ESU 8 - LMHPs are meeting with students. Staff are beginning to meet without an agenda, just to share. Nurses are having calls to discuss/share.
    g. ESU 5 - doing some of the same things as rest. Brenda has been in contact with each staff member with call or email. Those at home with family - discuss craziness. Those with no kids at home talk about loneliness. She is thinking about doing a trivia night, bingo night, quilting with Karen for staff to interact.
    h. ESU 3 - to purchase a contract for each staff/family member to meet up to five times a year.
9. Ann Herman-Department of Health Updates
    a. Commissioner would like us to communicate with Ann to discuss some of these issues so that we are on the same page.
    b. This would be a communication piece so we know what they are doing and she can find out what we are doing.
    c. Kraig has invited her to our meeting on Tuesday.

d. She sent a spreadsheet - wanted feedback from ESUs. ESUs not to do this.
e. They are working with NE Children and Family

10. Update on reporting to NDE end of year data / Resolution
    a. Is there a resolution out yet?
    b. ESU 2 met with Lane Carr. Keep the answers yes/no - having to give explanations doesn't help anyone.
    c. LPS went with Pass/Fail - concerns for scholarships and sports eligibility
    d. Please add resolution from Larianne
        i. https://pdf.sparqdata.com/AspNetWebForms/APPortal.axd?rt=8&dk=0011CF30RBecnc-HLczR1j8JeNQAGp-G1&r=882131376
        ii. Here is one on closure: https://cdn.education.ne.gov/wp-content/uploads/2018/08/AffidavitofSchoolClosure.rtf.pdf
    e. NDE State Board meeting today - may be approving
    f. Kraig to ask the commissioner - when we can get better guidelines.
11. From John Skretta - AASA has some good upcoming webinars which include content on providing mental health supports for staff. https://aasa.org/AASA-LeadershipNetwork-webinars.aspx
12. Board Meeting notifications (Dan)
    a. Advertise Zoom
    b. Only need to advertise site if more than a quorum at site
    c. ESU 3 - going to use the webinar feature. Advertise as a regular meeting but not put a link in the advertisement. He will have the Board Room open for the public (no more than 10) This way they won't have to advertise the locations of the Board members.
13. Rule 10 Draft
    a. Is there a draft?
    b. ESU 3 - is on the team but has not seen a draft even for the committee.
14. Adjournment - meeting adjourned at 10:16 am

## Tuesday March 31, 2020

## 2:30 p.m. CST

**Open Meetings Act**
**EO-Public Meetings**

**Covid 19 Discussion Items**

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman (late)Sarah Salem, Connie Wickham

Absent: Corey Dahl,
Guest: Dr. Blomstedt, Zainab Rida

Call to order at 2:30 PM

Agenda Items

1. Public - No comment
2. Commissioner was present to say thanks for everyone's help and support. Proud of the ESU structure and work taking place. What do schools need from an education standpoint? What questions do schools have in this next phase? Moving into phases that are looking for patterns and themes he needs to address. What are the common themes? Asking ESU Administrators to be the leaders at the local levels. The reality is that this could continue to impact us through the summer and the fall. Think through ways to organize key themes. Have themes for the Commissioner to address at his next sessions. Have a couple ESU administrators there to help answer/address the issues. Have the top three questions for each week.
    a. ESU 4 do we send directly or send through the form. Circulate through our ESU administrators and come up with common solutions. How unique are the questions? Does it impact more than just one. Kraig to communicate the items to the Commissioner and let him know who the administrators will be on the call to help address.
    b. On behalf of all the ESU Administrators thank you to help get us communicated out as who we are and the role we play. Governor has been using the ESUs as well. There is a mix of boundaries from ESUs to public/businesses.
    c. When was the switch over made? When will the health department extend the dates? Things will be handled from health region/county by county as things progress. Heard April 17, 2020.
    d. When there will be a definite “schools closed for remainder of year” Commissioner looks for this to not happen before the end of school to start opening things back up. Commissioner requested of Governor a statewide DHM approach. Just beginning to see the growth of the virus.

He is also working with local health officials. He will work to get a more precise answer for the dates.

e. Travel authorization forms - information requiring essential personnel to have the form. The Commissioner thought that the Gov. said this is not for NE. This comes into place when there is a shelter in place order.
f. Reading Improvement Act - what will this look like if we are still under restrictions this summer? Commissioner might be asking the Gov. to release some requirements.
g. Are Superintendents going to get the format for the Continuity of Learning Plans - Email from Cory. There are two forms- one for publics and one for non-publics. Public https://www.education.ne.gov/publichealth/colp/ - Non public: https://www.education.ne.gov/publichealth/colpnp/

3. Boystown Report - from Dr Schnoes. Data shows how it is affecting students. NDE is starting to put together stuff on social/emotional help. Send ideas/resources to Zainab.
    a. Concerns on visibly impaired (OCR) and assistive technology.
    b. Some ESUs sending and picking up equipment.
    c. Contact ESU 4 NIRC center: http://www.ncecbvi.org/nirc/index.html plus the online catalog: https://ncecbvi.klas.com/
4. School Closing thoughts - ESU 4 - May 1 date for now — trying to figure out what to do with graduation . ESU 6 - Districts want to slow play this a little anyway because if they have to communicate the school year is "over" except for remote learning they are concerned kids may shut down on them. Just one thing I've heard repeatedly from Sups .
   ESU 13 Supt. met that they will be closing for the remainder of the year.
   ESU 15 Supt. met yesterday and discussed the Gov./Commissioner had the same message but was not ready to commit. Already thinking that will happen.
   ESU 5 - will make the final decision by April 22. Once they decide to close for the remainder of the year bring up a whole other group of questions like how are they going to handle graduation, etc.
   ESU 3 - Supts are just waiting for something more emphatic / clearer to communicate because they know parents have been utterly inundated with information from their schools.
   Also from ESU 6 - John was talking with one of our Sups just before this and feeling that now fortunately since NU and some others have said no commencement exercises, it gives cover to High Schools to be able to make that announcement in the coming ...week, two weeks, whatever. That no one can say they didn't see it coming. I'm guessing some of our Sups will want the ESU just to

help them coordinate pushing that message out as far as timing of it b/c if neighboring districts have different timing it will create some tension/drama.
ESU 11 - does not yet have a case in their area
ESU 9 - had its first case in Hastings yesterday so takes the date out to mid-May, past school being out of session.
ESU 2 - districts are closed indefinitely. Announced March 25, 2020
*From Zainab Rida, NDE - NE Children foundation is working on providing flexible funds via Community Response systems in NE to help families purchase laptops, hotspots, cell phones, and the internet. Do you know the school districts that do not have laptops for families? We have heard Omaha and Lincoln have School systems that are providing laptops at home but the other school districts do not have this option? Is this correct? Please let me know what you know. Thank you so much!*

5. What are ESUs thinking in terms of closing entirely? Keeping staff safe and reducing the possibility of any contact? What will be the tipping point?
    a. Any brainstorming how to do mail, accounting, etc?
    b. ESU 6 - "Stay at home order" could be coming sooner than later.
    c. Once ESU 13 had confirmed cases - closed offices. Restricted access to certain hours. Custodial staff will know when and where people are at in the building. The bulk of the work will be done remotely. Set hours to be able to come in and make copies.
    d. ESU 3 - has very limited access in the building. Working to prepare to be completely out of the building. Construction workers are continuing to work. MAil going out only on Wednesday and Friday.
    e. ESU 19 - We have Jabber loaded on PC laptops for teachers/staff so that they can call families and use their district phone numbers. We have VPN's for staff that need to remote into/onto the network.
    f. ESU 17 - has limited staff coming into the office.
    g. ESU 10 - has limited stay coming into the office.
    h. ESU 9 - has limited staff coming into the office.
6. May PDO - moved to Zoom and one day only (May 6).
    a. PD Planning Committee met this morning to discuss the modified agenda for May. Commissioner had agreed to do the opening for this day.
    b. No Rule 84 meeting with NDE on April 9
    c. PD Chair will be meeting next week
    d. April 8 Committee/April 9 Board Meeting Schedule
7. Updates on SPED Billings and what if any questions have arisen on this topic with your schools
    a. Some schools will be upset about paying their invoices.

    b. ESUs are still giving services through telehealth so invoicing is normal.
    c. Paying staff is the same as schools paying staff - requiring to work to continue to provide services. Expect schools to continue to pay fees.
    d. Most have had no push back - most are saying thank you for the help.
8. Are your member schools that closed for April 30th/May 1st wanting to issue a new message for the remainder of the year based on yesterday's Commissioner's call?
9. With a State BOE coming up, will this be where the Rule 10 requirements for hours be formally waived? Supts are asking about that as well as graduation requirements.
    a. The Commissioner is going to have the NDE Board create a resolution. Continuity of Learning plan - need to submit a report. Tell them what they are going to do and at the end of the year tell them what other areas they didn't meet under Rule 10. This will include specific graduation requirements. There are a lot of right ways of doing things right now.
    b. Would the commissioner please share the rough draft of the resolution? It will be on the website on Thursday, maybe tomorrow. He needs to meet with his President and VP to go over it.
    c. What are ESUs going to do to help NDE to prevent having to do resolutions to adjust for viruses, floods, etc in Rule 10. Expect even snow days in the future/eLearning days.
        i. Build a system to be proactive
        ii. Look at how we are currently doing PD opportunities and how that can affect how we do PD in the future.
10. COOP orders? Any news that any items will be shipped late?
    a. Annual Buy deadline to order is April 9th. After that deadline, orders will be sent to the vendors. Once vendors get our orders, we may hear from them regarding delays in shipping and/or items that may not be shipped.
    b. Promote the importance of getting orders in and approved.
11. Legislation: Heard the petition drive has been halted.
    a. Group letter to be sent out to get to Senators. Only a couple Senators saying this is a good thing.
    b. Deadline to have signatures submitted is early July.
12. What's going to happen if/when tax receipts don't come in; unemployment rates - is this impacting your hiring for next year?
    a. Unemployment rates during this time then the highest single month
    b. Lagging reimbursement - 12-18 months out. Hope for some stimulus money.
    c. How is this going to affect teachers doing student teaching?

13. Adjournment at 3:56 PM

## Friday, March 27, 2020

## 9:00 a.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock, Greg Barnes, Andrew Dick, Deb Paulman, Geraldine Erickson, Sarah Salem, Brenda McNiff

Absent: Drew Harris, Paul Calvert, Connie Wickham

1. Call to order at 9:00 AM
2. Approve Addendum to the Impero Special Buy agreement
    a. 2020-03-25 Product Addendum to Impero Special Buy Agreement - SaaS.docx
    b. This addendum will include a Web Console Version of Impero

*Approve Addendum to the Impero Special Buy Agreement motioned by Greg Barnes and seconded by Gregg Robke*
Greg Barnes, Andrew Dick, Deb Paulman, Geraldine Erickson, Sarah Salem
Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock. All YAHS

Other:

1. ESUCC Meeting-Governor's Emergency Proclamation End Date
    a. Gov. Proclamation ends May 31, 2020
    b. Meetings on calendar through the end of June, just in case needed. We can remove them when not needed.
2. Zoom Meetings
    a. Do we need to advertise each board member's location? ESU 3 will set up Zoom at ESU 3 for the public.
    b. You can not have a quorum in the building. If there is no quorum, only need to advertise the Zoom location.
    c. Negotiation to go into closed sessions, you can use a breakout room.

    d. ESU 4 Notice https://drive.google.com/file/d/1JKOUowflXIiknV23yWDohi6E0P7VxLyw/view
    e. Chat Session Info https://support.zoom.us/hc/en-us/sections/200787849-Attendee-Features
3. ESUPDO-May (Affiliate Input)
    a. The Executive Director met with affiliate chairs yesterday and they feel it is important to have something in May even if it is virtual.
4. Rule 84 Meeting (possible adjustments)
    a. The Executive Director will meet with Lane Carr and Shirley Vargus to discuss next steps.
5. Facebook posts showing students in Zoom classes - is this a privacy issue?
    a. Teachers taking pictures of their class while in session, is this an issue and how do we address?
    b. The schools should have policies and have the internet form on which kids can and can not be posted.
    c. Use the general classroom rules on zoom that you would in a classroom.
6. FEMA Request for Public Assistance Form
    a. Who is filling out this form? Get an updated form that is not outdated. Suggested schools are to fill this out.
    b. Fill out the form, just in case there is money available.
7. Staff Expectations - responsive, reachable
    a. Trying to keep normal hours - what would you do at work normally?
    b. Honor the work that you are doing. If they have little ones at home, they may need a break but they need to put in the time later on in the day.
    c. ESU 18 - Responsiveness. You should be reachable and responsive. It doesn't have to be immediate, but certainly timely. During school hours, you should be working per your contract (except for breaks here or there). If you need to be gone or unavailable to your remote learners for more than 2 hours, you should access leave. If flexibility or exceptions need to be made regarding this, please contact your principal. If an employee runs out of leave, we will be approving borrowed and donated leave requests. Public Optics: Setting an Example Please keep in mind that you are on contract for your normal work hours during this closure. For example, any social media posts with you out and about in Lincoln, or comments alluding to "days off" during this time will not be viewed in a positive light by the community. We do not want anyone to make a momentary mistake that would reflect anything less than the amazing professionals you are. Be mindful that people know you work for LPS and our staff should be the

example of social distancing and professionalism. Unlike winter break, this is not a break. It is a "work from home" situation. We hope you can use this time to keep family healthy, support students, and catch up on that professional reading you never have time to do!

d. Need to keep in mind mental health, be careful to not totally overload.
e. The public is watching, try not to be out in public where they can say you are wasting taxpayers money.
f. NSEA has a response to schools that still have staff reporting.
g. Everyone who is able to work from home, should be working from home to flatten the curve.
h. Our response is that the teachers are working harder than ever before. Learning curve for teachers.
i. Emergency Leave/FMLA Leave - work on contingency planning.
j. Bryce Willson tweeted out to track funding throughout this time.

**Bryce Wilson** @NDE_Finance · 5h

I would track any expense related to COVID19 regardless of program or funding source since we have very little guidance or direction at this point. I have heard it may be distributed through the Title I (FY19) formula but that is far from final.

k. If you are having Paras use the emergency leave, this would be general ed expenses - use proper coding.

8. Public comment - None
9. Adjournment - Meeting adjourned 9:47 AM

## Tuesday, March 24

## 2:30 p.m. CST

[Open Meetings Act]

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Brenda McNiff, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Sarah Salem, Connie Wickham

Absent - Deb Paulman
Geraldine Erickson left the meeting at 2:57 PM

1. Consistent School Messaging

a. Some schools are calling off to end of year, some to April 30
b. Kraig asked for a more refined message from the Commissioner.
c. ESU 8 - most are done for the year
d. County Health Departments have been great to work with.
e. ESU 11 - going with April 30. Schools are putting out own communications, statements
f. Andrews Google Document - ESU by ESU Decision - 3-24-20
    i. To add a column for ESU office staff
g. ESU 17 - thought everyone was on same page and then they started changing their minds. Four of five districts are trying to provide services to students.
h. Discussions on rescinding health department letters.
i. Dr. Schnoes to share out document of his schools - Please link
j. Discussion on what "indefinitely" means for schools, meaning until further notice when boards meet to change.
k. ESU 7 - Columbus is having a weekly press conference. To share a unified message.

2. Discussions on ESUCC cancellations and/or postponements.

    a. ESUCC/Rule 84 Joint April 9 Meeting
    Commissioner agreed to postpone due to all other meetings due to Covid-19. -

    From: **Blomstedt, Matt** <Matt.Blomstedt@nebraska.gov>
    Date: Thu, Mar 19, 2020 at 1:47 PM
    Subject: RE: Postpone April 9th Rule 84 Meeting
    To: Kraig Lofquist <klofquist@esucc.org>, Masco, Russ <Russ.Masco@nebraska.gov>
    Cc: Rife, Laura <laura.rife@nebraska.gov>

    Kraig - Let's postpone as you suggest. We can use all of these other calls as our "official" Rule 84 requirement!

    **Matthew L. Blomstedt, Ph.D.**
    *Commissioner of Education*

        i. Kraig will continue to meet with NDE staff to continue to move forward.
        ii. April Board meetings to be held via Zoom
            1. April 8 - Committee 1- 3 - 30 minutes

2. April 9 - Board Meeting at 9:00-11:00
   iii. Schedule Zoom meetings through June - Tues/Thur

*Approve Indefinite Postponement Indefinitely of the Rule 84 meeting due to Covid-19 motioned by Bill Heimann and seconded by Dan Schnoes*
Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Sarah Salem, Connie Wickham
ALL YAHs

   b. May ESUPDO (Kearney)
      i. Is there a possibility to do via Zoom?
      ii. Roast the retirees via Zoom
   c. Other
   d. MSA - are we ready to approve? - will need to take it to our Boards soon
      i. Executive Committee action to move forward in April
3. Billing for SPED
   a. Discussions on how to bill for services during this time.
   b. Miscommunication on schools not getting billed.
   c. Keeping schedules for the district - will get invoiced. Need to pay certified staff. Paras to be paid as well.
   d. ESU 3 - plans to pay Brooke Valley, etc. Trying to take care of services that they can provide. Plan to invoice the full amount, because that is what they are paying staff.
   e. Should ESUCC draft an agreement/letter in case we need it or keep it autonomous. Share amongst administrators so there is the same message. If we do provide a statement, we would want legal to look at but at this time/date getting different messages, changing all the time.
   f. ESPD to meet again but for ESUs ESPD Directors only.
4. NDE Requirements:
   a. During the NCSA zoom yesterday did others hear, “Schools will need to turn in their continuity plans to NDE - answering questions:”
      i. What are you doing in general?
      ii. What are you doing for students with special needs?
   b. Should we consider CC putting together a template for the learning plans for districts? Could SDA possibly create this? Wait for more guidance from NDE.
   c. Will the state issue a template or form or at least indicate with some specificity what the required elements of the learning continuity plans are?

d. Cory Epler indicates guidance and submission form are being completed by NDE today. General in nature…
    i. I thought I heard Cory Epler state that if you need help with the Continuity Plan to contact your ESU
    ii. If there is a plan, put together one for all ESUs to use. Kraig to discuss with Corey. Also, when the plan is due.
e. Related to this issue, are schools to be completing an affidavit of closure or ready to do so in event of cancellation? Has the state issued a clear message related to Rule 10 waiver of requirements?
f. USDOE Continuity of Learning guidance (think this was actually from H1N1)
g. Will these be attached to the waiver of instruction? Message is changing to yes. We are here to help as long as you continue to educate your kids.
h. Discussion on grades to give students at the end of year.
    i. No Internet or taking care of sick family
    ii. Share out ideas of what other schools are planning on doing.

5. Possible fiscal and operational implications of Families First Coronavirus Act and FMLA provisions.
    a. Concerns related to certificated personnel whose rights under new law include employees caring for son/daughter whose school or daycare has been closed due to COVID-19 precautions; meaning (possibly unintended side effect) - teachers with children birth to 17 may be entitled to take leave for duration of 'remote' school year.
    b. Justin Knight to have a meeting at 10:00 AM on Thursday, March 26
        i. Families First Coronavirus Response Act - Are You Ready to Slash the Budget? We know your inboxes have been inundated with emails. From new guidance, employee complaints, parent questions, colleague brainstorming and more, this constant barrage can become quickly overwhelming. On Thursday, we will cut through the information overload and let you know exactly what you need to know about the new Families First Coronavirus Response Act. This new federal law will go into effect on April 2nd (one week from the webinar) and could have a major impact on school districts' budgets, beginning on the day that the law is enacted. Join us at 10 a.m. (CT) on Thursday, March 26th for a one-hour, succinct summary of this new law. Presenter, Mr. Justin Knight, Perry Law Firm To join by computer: https://zoom.us/j/822773716 To join by phone: 1-346-248-7799 Meeting ID: 822 773 716

6. Do we know what else NDE needs before the Dept can file an ESEA waiver?
    a. Has there been a specific request for anything needed for this filing. Continuity of Learning Plan submission. Several states have already filed.
7. Classified staff, wages/payments, second jobs?, sped vs. nonsped
    a. Classified Staff - SPED PARA requesting to work other job and work on professional development models. If you are paying them 100%, the answer would be no. Volunteering is different, willing to pay them to volunteer. Possibility to adjust work hours.
    b. Check out Sarah Salem's document
8. Have had requests to have the Sunday meeting at 2:00 PM moved to Monday at 9 CT/8 MT AM. Thoughts?
    a. Kraig to touch base with Commissioner to see of the possibility of moving. Several would like to move to free up their Sundays. People need time to decompress, need weekend time, family quality time.
    b. Is it possible to turn off the chat, or have a link to a different document so that they can answer at a later time.
    c. Media was on the call - courtesy to be stated up front.
9. Legislative update
    a. Coalition meeting today - senators are pushing their property tax cut plan. Write a letter to the newspaper in support of the two bills. Most are saying now is not the time to push these forward. Senators to pass emergency law and then adjourn. Coalition to write a letter to the OWH that this is not the time. Next projections are not to come out until July. Projecting recovery by the third quarter of next year. Encouraging that people are starting to understand ESUs and what we do for schools.
10. Last day to submit proposals for AESA.
11. Craig Peterson was asked about COOP order concerns like toilet paper. Please let administrators know if there are shortages. Sanitary supplies are a current shortage.
12. School Statewide Mental Health Conference group to meet tomorrow to discuss mental health needs. Continue to have a conference scheduled as is and wait to make a call to change to virtually or canceling at a later date. Give thoughts to Dan Schnoes to share with the committee. ***Virtual options will be important***. Find out from the venue when the last date to cancel. Let presenters know that may go virtual.
13. No public Comment
14. Meeting adjourned at 3:50 PM.

# Friday, March 20

# 9:00 a.m. CST

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted Deturk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Deb Paulman, Geraldine Erickson, Sarah Salem, Connie Wickham

Call to Order at 9:00 AM

1. Professional Development Days - doing remotely, online if asked
    a. Some schools are trying to determine how to fulfill teacher contract time and have reached out to ESUs for possible staff development.
        i. This is in the idea stage.
            1. Other duties as assigned?
2. Payment of staff

NPERS gave an update yesterday, certified staff is covered.

ESU 7 Classified staff - pay wages, medical leave. Staff is asked to clock in and clock out. Volunteer with the community, share with the supervisor, they can clock in and out. Work+volunteer with remaining medical leave. ESU 7 did not cap on medical leave. Will review every 4 weeks.

Karen Haase shared she is concerned about school vs ESUs. Clarify in your resolution that ESU. Resolution to be in the county your main office is located.

SPED paras can't do "other duties as assigned" work - this will not be reimbursable by NDE. But if it is medical leave - it can be reimbursed. Have them do webinars that are SPED related.

Discussion on those that do not have internet at home. Some providers are offering hotspots.

Professional Development via zoom. Each ESU is different on how they are handling professional development. Affiliates want clarity on what they are to do. Prepare a common message. They want to be utilized and use technology. Each ESU and

schools are uniquely different. Create a common landing page for resources to send out to teachers. Reserve some staff days to work later after this is over. Depends on how staff contracts are written if you can reserve those days.

Discussion on teachers missing their students. Provide some mental health resources for these teachers. Making connections to social/emotional wellbeing.

Need to document what we have done and will do. Create a Google Doc that we can capture. SIMPL can capture work and add in documents. Move from being a trauma and to champion the opportunity provided to us.

HERE is the LPS plan for closure for different staff groups.

3. ESU Essential Personnel

4. Educational Delivery Methods

    a. Curated/Vetted Resources-List on ESUCC Website ***USE STRONG DISCLAIMER REGARDING VETTING!*** *(Do we need this?)*
        i. *Streamline by topic*
        ii. *ESU Agnostic (do not detail by individual ESU)*
    b. FERPA Compliance
    c. Education Association

5. Special Education Requirements

    a. FERPA/HIPAA issues with Zoom
    b. OCR

6. ESU Staff requested to go meet with School leaders

7. Decision Making Chain of Command - Governor, Commissioner, Kraig, …..

8. April ESUCC meeting/May PDO?
    a. Rule 84 Meeting - postponed indefinitely

    b. KSB Q & A:
        i. Here is the document to record your questions to "Stump the Chump"

9. Community Resource Plan/Follow Through Email Link from NDE
    a. ESUs will be hosts of this community response work and be announced soon by the Governor and Department of Education. ESU10 and our organizations are ahead of this curve thanks to Nebraska Children and Families Foundation.
    b. I am working closely with Melissa Wheelock, ESU10 Administrator, to ensure we are not duplicating work. Melissa is very busy this week getting 33 schools up on e-learning and we hope to reconnect next week and see **what role we play to support their work and what we can hand off.**

Getting meals out to students has been the biggest need currently. Need for schools to have psychs, counselors access.

10. ESUCC Online Learning Platform - online content, zoom, to be better prepared
11. Hanover Research related to Covid-19
12. Any guidance on teacher evaluation guidance and waivers? Justin Knight did a Zoom meeting for Board Members and shared if teachers are teaching via online resources that principals can observe to get the evaluations done.

13. Other

Meeting adjourned at 10:25 AM

# ESUCC Meeting
# Agenda Items
## Zoom Link: https://zoom.us/j/4995643911

March 13 - 1:30 Central - Emergency Meeting
March 17- 9:00 AM Central - Meeting notice - ESUCC/ESPD/KSB
March 20 - 9:00 AM Central - Meeting Notice
March 24 - 2:30 PM Central - Meeting Notice
March 27 - 9:00 AM Central - Meeting Notice
March 31 - 2:30 PM Central - Meeting Notice
April 3 - 9:00 AM Central - Meeting Notice
April 8 Committee/April 9 Board Meeting Schedule - Meeting Notice on SPARQ Data
April 10 - Executive Committee to meet with Commissioner
April 14 - 2:30 PM Central - Meeting Notice
April 17 - 9:00 AM Central - Meeting Notice
April 21 - 2:30 PM Central - Meeting Notice
April 24 - 9:00 AM Central - Meeting Notice
April 28 - 2:30 PM Central - Meeting Notice
May 4 Committee/Board Meeting - on Sparq

ESU Covid-19 Timeline
ESU School Meetings
Contract Updates/Changes - COVID-19

## Tuesday, April 21, 2020
## 2:30 p.m. CST
**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

NDE: Ryan Foor, Brian Halstead

Absent: Barnes, Calvert, Paulman, Salem

**Agenda Items**

1. Public Comment - None
2. Commissioner & Friends
    a. Monday Commissioner Notes - 042020
3. Future Contract Updates/Changes
    a. Contract Updates/Changes - COVID-19
4. Local health department needs-Registered Nurses
    a. Kim Schoewalter, Laura McDougal on weekly calls
    b. Any school/ESU nurses that have some time that could help with the contact chasing of cases.
    c. ESUCC and NDE to coordinate some communication out to schools.
        i. Offer office space as well for those health departments with small office space.
    d. National Guard will be doing some extra testing - outside of Crete
    e. This was on the Governor's daily address today - https://www.testnebraska.com
    f. This is the DHHS link. You can click on each county to see total tested positive, total tested not detected, and total tested for each county https://nebraska.maps.arcgis.com/apps/opsdashboard/index.html#/4213f719a45647bc873ffb58783ffef3 - updated everyday at noon.
5. School Waiver-Process/Forms
    a. https://cdn.education.ne.gov/wp-content/uploads/2018/08/AffidavitofSchoolClosure.rtf.pdf
    b. Other guidance forthcoming related to Rule 10 requirements outside of instructional hours
    c. Is there a filing timeline that NDE would like schools to adhere to in order to streamline the submission process?
    d. What is the simplest and most expedient means of assisting schools in accomplishing this?
        i. NDE - once completed school year and you determine that you did not meet hours needed. This is when the waiver should be filed.
            1. Affidavit - This process already exists.
        ii. Other waivers on Rule 10 - There is not going to be a waiver on any one of the items they have not met. This will more than likely be a form to fill out with information from schools to fill out.
        iii. Continuity of Learning Plans - schools should have filled out.
            1. NDE may have questions regarding these plans.

2. NDE communicates timelines and lists of their needs from schools.

e. Will the department issue guidance related to remote learning hours calculations? Or can they simply calculate it based upon their previously submitted continuity of learning plans and their schedules for that?
   i. This will be added to the NDE Communications
   ii. Affidavit - NDE - schools won't have to worry about remote learning hours. Calculation of hours up to the last day in session. Affidavit is due June 30.

f. School 2020-2021
   i. Start to think about contingency plans for fall
   ii. Future requests - 7th Grade/Kindergarten not being able to get in to see Dr. for physicals.
   iii. Funding - will look at data they have and what they won't be able to attain. (TEOSA)

g. The Reading Improvement Act calls for individual learning plans for students during the summer but does not mandate summary school. This is a summer school allowance in the formula. Does not specify that students need to be present in buildings to count for summer school TEEOSA allowance.
   i. Summer School allowance requires a minimum of 12 days with at least 3 hours per day to be reimbursable?

6. Legislative Updates
   a. Federal Funds
   b. Mid-June Session Restart - 17 days left
   c. SBD - State Budget Division - Governor's Education Relief Fund
   d. 65 Million will come from USDE to NDE
      i. Legislature will not have to do anything
7. May 4 - Committee and Board Meeting Schedule - will be on SPARQ
8. From Ryan Foor - Would you all be willing to share some of the "top" issues related to Rule 10 issues for t your supts are concerned with? Email those to Brian and me within the week.
   a. Rule 10 Issues for Brian and Ryan
9. Questions from ESU 10 Supts. Today: Federal funds for professional development dollars. Can we prepay or roll over dollars? NDE doesn't have an answer yet, as they are waiting on the federal govt. response. Melissa will bring it up on Friday's ESUCC and Commissioner call. NE Reading Improvement Act- We know the 3rd assessment is likely waived. But what about the summer school requirement? Clarification on summer school for credit recovery and

credit advancement. This is different from the summer requirements for the Reading Improvement Act. The questions seem to be getting lumped into one program. The third type of program is Extended School Year for students with disabilities. We need guidance for each of the different summer programs.

a. Waiting on Federal Guidance
b. NDE will have guidance out in the near future. Will have greater flexibility.

10. NDE Payments discussed - staff working from home.
    a. Three part approval process
    b. Send email to Brian Halstead, Jen Utemark, Bryce Wilson
11. Meeting adjourned at 3:44 PM.

## Friday, April 17, 2020

## 9:00 a.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem,

Absent: Drew Harris, Connie Wickham

**Agenda Items**

12. Public Comment - None
13. Dr. Skretta Survey Information
    a. Serving as a liaison for NDE on information on the end of the school year.
    b. NCSA to send out a survey for Supt to help figure out where everyone's perspective statewide
    c. Academic calendar, summer school offering, grading and summer school were the topics of the survey.
    d. NDE Guidance
14. Communication Planning (Contingency Plans)

    *OWH Article-Implications*

    *ESUs should start conversations with local districts.*

    ***Don't make any declarative statements.***

    *Be cognizant of possibly re-opening at different times next year.*

*Be prepared to use different calendars for the 2020-21 school year. Start to broach the subject with respective teaching staff/teams, so they know it's a possibility.*

a. Boston/Stanford College have announced no face to face classes this Fall.
    i. Boston University Forbes article: https://www.forbes.com/sites/susanadams/2020/04/13/boston-university-is-first-to-announce-it-may-postpone-its-fall-term-until-january-2021/#739901814bd5 https://www.cnn.com/2020/04/14/us/university-may-cancel-classes-fall-2021-trnd/index.html
b. Discussion on the decision - wanted decision and now that decision has been made they are upset - need to respect the decision
    i. Direct frustration into a more positive conversation
    ii. Everyone should to have Fall start-up on their radar
c. No idea on how long this is going to last - plan for the worse and hope for the best
d. Political - no win situation
e. Discussion on graduation requirements
    i. Not clear statement
    ii. Continue to discuss with county health departments
    iii. Discuss with County attorneys
        1. Graduation parties
    iv. Be smart and patient
    v. Is there a place for documents of schools ideas - what has been agreed on and told no? Do not think there is a document. Situations are different across the state.
f. Dr Addy Por - use common sense
    i. Coming down off curve is going to be slower than expected
g. Need to keep staff, students, parents mental health and well being in mind - don't stress more than they already are.

15. CARES ACT/Federal Update
    a. Fiducius email that highlighted the impact of the CARES Act on your employees dealing with student loan debt.
    b. There is still guidance that needs to come. Still a level of questions on what we can do with the money.
    c. Department only has to send 90% of the money through
    d. Are ESUs helping schools to document on expenses for COVID? Document everything...

    e. ESU that have contracts with schools, the schools need to keep/pay those contracts. NASBO conference had conversations on contracts - KSB and NDE both said you should pay.
16. Discussion on Interlocals from NASBO
    a. Contracts versus Interlocals
17. Contract Language - is anyone thinking about updating language in contracts to include situations like COVID-19?
    a. Discuss further this Fall
    b. Would like to know what others will be doing, please share
    c. Deb to create a Google Doc for changes
        i. Contract Updates/Changes - COVID-19
18. Discussion on staff applying for unemployment
    a. If being paid, should not be applying for unemployment
19. From Skretta - Has everyone heard that the school legal firms were enlisted late last week to provide a summary of statutes that need to be waived for schools this spring? Apparently they have provided that info to NDE now but has anyone heard about when we will receive an announcement on this? This also relates to the "blanket waiver" topic.
20. SRS Fees Redux
    a. Conversation to be had for Class A schools - concerns on
        i. If change for one class, should we not charge for any?
        ii. It's more the principle - issues we have had
    b. Voted on 5% increase
21. Items for Kraig to take to Commissioner
    a. Timeline on waivers (see Skretta note)
        i. Fire Drill - 10 how is this going to be done?
        ii. Summer school is done virtually (same number of hours and days?)
        iii. Information out by Friday??
    b. Consistent Message
        i. Message to schools - don't jump to Fall too fast - keep everyone's wellbeing in mind
    c. Communication Plan - Rule 10 guidelines
    d. Clarification on Americanism Act/Exam - Seniors this year not required but years past.
    e. Schools being able to submit questions on call for Monday
    f. Any word on Federal Grants, carryover dollars for $ not spent,
22. ESUPDO Reminder-May 6 - Agenda
23. Cory Epler-Instructional Materials
24. Adjourn meeting at 10:08 AM

## Tuesday, April 14, 2020

## 2:30 p.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

Absent: Robke, Salem

**Agenda Items**

25. Public Comment - None
26. Educator Effectiveness Conference - moved to online
27. Monday Meeting Notes-Follow Up
    a. Discussion on the Commissioner call
    b. ESU 7 - Do we need to have weekly calls - could he send out email responses to questions and call Zoom meetings when necessary. Meetings are not as poignant as before.
    c. Not enough communication, too much communication - where is the middle ground.
    d. Not a lot of new information
    e. About 400 on the call
    f. ESU 3 - wise for the Gov/Commissioner to continue
    g. Discussion on when we will start opening things back up? Summer? Fall?
    h. Miss the question and answer part of the meeting. Have someone gather the questions throughout the meeting?
    i. ESU 10 - Supt were getting ready for Board meetings so she took notes and sent them out. The Supts like that.
    j. ESU 13 - if we don't have it scheduled, it will be hard to find time when needed. Tell us what they are working on, and this is coming...not enough

clear information. (could be spreadsheet that can be updated - one place to reference)

k. ESU 6 - reinforce the sentiment - changing to a more scripted platform has removed their ability for the real time Q&A. Give more specifics/clarification. What is being scrutinized at state, feds, etc and when we can expect a solution.
l. The Executive Committee shared with the Commissioner the need for more clarification. Give us an idea of what is needed before the reporting period. Information to be out by this Friday.
m. Great moment for ESUs - ESUs have a unique roll to aggregate district information and bring it to NDE. We need to be good messengers/ambassadors.
n. Could Deb attend the Commissioner call and take minutes for us? Then she can share them out to the group of us to pass on. Thoughts?
    i. Could NDE have someone take notes and send them out to everyone? Or subcontract with Melissa or Deb to do it?

28. Legislative Update (Kraig)

a. Rules/Regulations for incoming Federal Dollars for schools
    i. Action by Legislature?
        1. Each school will get 83% of funding (CARES Act)
b. Most Important Bills to be worked on include LB 920 (Lottery Funds)
    i. 16 days left of regular session
    ii. Look at passing the most important bills
    iii. LB920 - lottery funding -
    iv. LB 147 - Physical restraint -
    v. LB 998 - Training Bill
    vi. Visit with Senators - express concerns that now is not the time
c. Small group of Educators to meet with reporter (Ann Pirtle, NRCSA, etc.)
    i. To get schools point of view out there
    ii. Don't become disengaged
    iii. Message out there is that educators weren't willing to work with them - but that isn't the case.
d. SNAP Waiver-Thank the Governor
    i. Easier for schools to get access to food
e. The importance of additional E-rate Funding Support-Blomstedt Article
    i. Students that don't have access to internet
    ii. Hope to get some stimulus money to address issue

29. Rule 84 - needs to be waived
    a. Accreditation - need to have met with the state board - we need a formal waiver for this
    b. Commissioner needs to work with Governor on waivers
30. Superintendents wanting an early out of school? What will the instructional waiver look like? Already want to do it by the end of this week.
    a. NCSA querry - short form survey - 200 responses to date
    b. How to calculate instructional hours?
    c. How close will schools be to those hours?
    d. Not amending calendar but will work with shortened hours - don't amend the calendar
    e. ESU 3 - end online instruction about a week early. Looking at online learning fatigue - teachers, students, parents. Use the last week to work with staff to turn everything in with having minimal people at schools at a given time. (Millard and West Side) This will be about half, others will be slowing down the process to the end date.
    f. Get NDE to say - something like you can shut down 7 days early but not 8 days early - give actual numbers.
    g. Tell schools to contact NDE before making final decisions.
31. What will it be like starting the school year before relationships have been built?
    a. Transitioning - 1-5 days at the beginning to transition students and staff. Begin in the class that they are currently in.
    b. Share ideas as you hear from schools.
    c. Will some smaller schools begin before the larger schools because of the numbers in buildings?
    d. Summer - opening pools to small numbers at a time?
32. What ESUs are still open?
    a. 3, 8, 15 (less than 5 a day),
    b. 5, 16(short staff), 17
    c. 19 - been working from home for about 4 weeks
33. Other
34. Adjournment at 3:27 PM

**Friday, April 10, 2020**

**9:30 a.m. CST**

**Open Meetings Act**

**EO-Public Meetings**

**Covid 19 Discussion Items**

**Attendees:** Bill Heimann Dan Schnoes, Larianne Polk, Paul Calvert, Geraldine Erickson,

NDE: Matt Blomstedt, Brian Halstead, Zainab Rida, Dean Folkers, Cory Epler

Agenda Items

1. Gov/NDE and legal - meeting next week with Gov. to discuss
    a. Let Matt/Brian know details of the legal concerns so that they can be followed up.
    b. NDE asked attorneys for a list of things needed to ask of Gov. To be to Brian by Sunday night.
2. June data reporting dates - reporting window is about validating the data
    a. Data flows seamless to ADVISER system
    b. Meet weekly to discuss
        i. How to track attendance during this time,etc
            1. Will track attendance to a certain date and then change to membership
    c. CARES Act might need more information - broad calculations
        i. Capture the most accurate data that we have
    d. Roll out clear and concise guidance shortly with ** of the unknowns
        i. When will guidance be rolled out - can we send communications
    e. Will they count normal attendance from March 10 forwarded?
        i. ADVISER can tell when schools stopped having students in the building
    f. Data from 2019-2020 school will not look like normal years and will affect data going forward and backwards
3. Reading Improvement Act - want to be concerned about literacy (also Civics)
    a. Work with Gov on waivers of the data aspects
    b. Expect summer to be remote learning as well
    c. Confusion on requirement - current law say make available but does not require every student to do
    d. Work from current law and not proposed changes
    e. If you have online courses, feel free to use and move forward
        i. NDE staff are working through options of online resources
    f. Requests that concerns flow through Cory and staff
    g. NDE is working with Literacy Cadre to come up with alternatives
    h. NDE can’t get guidance out quick enough

**Meetings for April 8/9 are on SPARQ**
**Zoom Link:** https://zoom.us/j/4995643911

## Friday, April 3, 2020

## 9:00 a.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Connie Wickham, Melissa Wheelock, Sarah Salem (arrived at 9:05 am, left at 9:45 am), Drew Harris (arrived at 9:15 am, left at 9:52 am), Deb Paulman (arrived at 9:24 am)

Absent: Bill Heimann

Call to order at 9:00 AM

Agenda Items

4. Public - No Comment
5. Three Items to share with Commissioner and two Administrators to speak
    a. Clarification on Governor DHM - "Under this new DHM, schools statewide are directed to operate without students in their buildings through May 31, 2020. Extracurricular activities are also cancelled statewide. This restriction does not apply to school staff working in school buildings."
        i. Does this include graduation/prom?
        ii. Yes, he needs to be very specific
        iii. Include any part of district land - no football fields, etc
        iv. No more than 10 people/gathering - things means everywhere!! Looking for options to do virtually.
        v. Communication - no heads up, didn't hear prior to prepare before announcements in order to talk to supts.

vi. Confusion on whether or not it was statewide and not just those with DHM's
vii. Picking up student materials - if not allowed in buildings - where/how do they pick up students stuff. Clean out in July?
viii. We should draft up talking points/guidelines for the Commissioner. List of things to consider so schools can pick what affects them.
ix. Some schools have locked out staff - how do we let staff in let alone students
x. Some food service people have been displaying symptoms, concerns on getting food out
xi. ESU 7 will begin to restrict people to the ESU after Easter Break.
xii. YRTC has a confirmed case - deciding what to do there.
xiii. Governor does not expect to give a "stay at home" order
xiv. ESU 3 plans when the peak hits to have no more than a couple people in the building
xv. ESU 5 has only a couple in the building, working to decide how to take care of mail, etc when they completely shut down.
xvi. OPS/ESU 19 have been limited to 10 people in the administration building. All ESU staff are working remotely.
xvii. Parents organizing proms/graduations - schools need to discourage from any kind of socializing
xviii. Larianne has a sign they are using- link https://drive.google.com/file/d/1Wshd1WuRvqT2zylDI0PX6obYx2co31Hg/view?usp=sharing
xix. David Cantral (pulmonologist in Kearney) - message about keeping kids away from each other. Children don't show signs, they are a carrier (post on Facebook)

6. Certificated Evaluations (Andrew)
   a. Ohio - Educator Evaluation Systems
   b. Oklahoma (Page 13) - Coronavirus/COVID-19: FAQs for Oklahoma Public Schools Updated March 26, 2020
   c. North Carolina - Department of Natural and Cultural Resources (DNCR) Budget and Finance Review
   d. Matt to visit with Gov. on putting a temporary halt on staff evaluations - evaluations right now should include risk factors, etc. Kraig to share with the Commissioner.
   e. Rex Schultze has shared a step by step protocol to complete observation - for a small fee and you can share out as much as you want. Can ESUCC purchase this?

        i. If Gov. would relax the evaluations, this document would not be needed.
        ii. rschultze@perrylawfirm.com, or jknight@perrylawfirm.com
7. Technology Support Update: Internet Access for Students and Staff (document link)
    a. Teachers that don't have access, students don't have access
    b. ESU 7 - was talking about using old phones as hotspots
    c. Verizon has relaxed on hotspots
    d. Omaha Community Foundation would provide some Sherwood Foundation money for families - fill paperwork out to get this access. Secondary families would only need access.Elementary has printer packets.
    e. LPS has a contract with AT&T for burner phones can only provide hotspot access. $40 phone/month, disposable after this is over.
    f. ESU 4 - https://www.motherboardrecycling.org/covid-19-annoucement.html
        i. Hotspots around town where the students can get to from parking lot
    g. ESU 16 - Western NE, District surveyed students, most had access to internet and hardware. If the student did not have it they were able to provide for them. In Sandhills, they do not have access. Their districts had a plan B to take care of those that don't have access.
    h. From John Skretta - Kraig, do you want ESUCC to aggregate resources that we've been putting together for student access across the state? I think every ESU has been doing different things at the community level to assist schools in ensuring connectivity for all (or virtually all) families?
        i. Do we put a Google Doc to gain what each other are doing across the state? NOC folks to fill out?
    i. From Melissa Wheelock - Schoology has increased customers 400% in the last two weeks…they are trying to catch up which has made it much slower for our schools that have used it for years
        i. From Geraldine - Melissa, I had a conversation with Craig Peterson about this issue. Our schools have experienced the same issues. Craig shared the email with Schoology that she sent to schools.
        ii. https://www.schoology.com/blog/scaling-schoology-increased-demand
8. Social Emotional Support Update-Students, staff & community
    a. What are we doing to help the community?
    b. ESU 5 put out a resource to help parents

c. ESU 3 - holding department meetings - weekly meeting without an agenda to do a check in. Discuss whatever they want to discuss.
d. SDA is meeting twice a week for a check and to be a support system for each other.
e. ESU 16 - providing service to students. They (LMHPS) meet with District staff weekly to coordinate services. Reach out to family and students via zoom or phone calls. Regional PLC - have been meeting weekly to share resources. Beginning to share what lessons look like and how families are responding. Tyler Cronin put together a video - to share with staff.
f. ESU 8 - LMHPs are meeting with students. Staff are beginning to meet without an agenda, just to share. Nurses are having calls to discuss/share.
g. ESU 5 - doing some of the same things as rest. Brenda has been in contact with each staff member with call or email. Those at home with family - discuss craziness. Those with no kids at home talk about loneliness. She is thinking about doing a trivia night, bingo night, quilting with Karen for staff to interact.
h. ESU 3 - to purchase a contract for each staff/family member to meet up to five times a year.

9. Ann Herman-Department of Health Updates
    a. Commissioner would like us to communicate with Ann to discuss some of these issues so that we are on the same page.
    b. This would be a communication piece so we know what they are doing and she can find out what we are doing.
    c. Kraig has invited her to our meeting on Tuesday.
    d. She sent a spreadsheet - wanted feedback from ESUs. ESUs not to do this.
    e. They are working with NE Children and Family
10. Update on reporting to NDE end of year data / Resolution
    a. Is there a resolution out yet?
    b. ESU 2 met with Lane Carr. Keep the answers yes/no - having to give explanations doesn't help anyone.
    c. LPS went with Pass/Fail - concerns for scholarships and sports eligibility
    d. Please add resolution from Larianne
        i. https://pdf.sparqdata.com/AspNetWebForms/APPortal.axd?rt=8&dk=0011CF30RBecnc-HLczR1j8JeNQAGp-G1&r=882131376
        ii. Here is one on closure: https://cdn.education.ne.gov/wp-content/uploads/2018/08/AffidavitofSchoolClosure.rtf.pdf

e. NDE State Board meeting today - may be approving
f. Kraig to ask the commissioner - when we can get better guidelines.

11. From John Skretta - AASA has some good upcoming webinars which include content on providing mental health supports for staff. https://aasa.org/AASA-LeadershipNetwork-webinars.aspx
12. Board Meeting notifications (Dan)
    a. Advertise Zoom
    b. Only need to advertise site if more than a quorum at site
    c. ESU 3 - going to use the webinar feature. Advertise as a regular meeting but not put a link in the advertisement. He will have the Board Room open for the public (no more than 10) This way they won't have to advertise the locations of the Board members.
13. Rule 10 Draft
    a. Is there a draft?
    b. ESU 3 - is on the team but has not seen a draft even for the committee.
14. Adjournment - meeting adjourned at 10:16 am

## Tuesday March 31, 2020

## 2:30 p.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman (late)Sarah Salem, Connie Wickham

Absent: Corey Dahl,
Guest: Dr. Blomstedt, Zainab Rida

Call to order at 2:30 PM

Agenda Items

1. Public - No comment

2. Commissioner was present to say thanks for everyone's help and support. Proud of the ESU structure and work taking place. What do schools need from an education standpoint? What questions do schools have in this next phase? Moving into phases that are looking for patterns and themes he needs to address. What are the common themes? Asking ESU Administrators to be the leaders at the local levels. The reality is that this could continue to impact us through the summer and the fall. Think through ways to organize key themes. Have themes for the Commissioner to address at his next sessions. Have a couple ESU administrators there to help answer/address the issues. Have the top three questions for each week.
    a. ESU 4 do we send directly or send through the form. Circulate through our ESU administrators and come up with common solutions. How unique are the questions? Does it impact more than just one. Kraig to communicate the items to the Commissioner and let him know who the administrators will be on the call to help address.
    b. On behalf of all the ESU Administrators thank you to help get us communicated out as who we are and the role we play. Governor has been using the ESUs as well. There is a mix of boundaries from ESUs to public/businesses.
    c. When was the switch over made? When will the health department extend the dates? Things will be handled from health region/county by county as things progress. Heard April 17, 2020.
    d. When there will be a definite “schools closed for remainder of year” Commissioner looks for this to not happen before the end of school to start opening things back up. Commissioner requested of Governor a statewide DHM approach. Just beginning to see the growth of the virus. He is also working with local health officials. He will work to get a more precise answer for the dates.
    e. Travel authorization forms - information requiring essential personnel to have the form. The Commissioner thought that the Gov. said this is not for NE. This comes into place when there is a shelter in place order.
    f. Reading Improvement Act - what will this look like if we are still under restrictions this summer? Commissioner might be asking the Gov. to release some requirements.
    g. Are Superintendents going to get the format for the Continuity of Learning Plans - Email from Cory. There are two forms- one for publics and one for non-publics. Public https://www.education.ne.gov/publichealth/colp/ - Non public: https://www.education.ne.gov/publichealth/colpnp/

3. Boystown Report - from Dr Schnoes. Data shows how it is affecting students. NDE is starting to put together stuff on social/emotional help. Send ideas/resources to Zainab.
    a. Concerns on visibly impaired (OCR) and assistive technology.
    b. Some ESUs sending and picking up equipment.
    c. Contact ESU 4 NIRC center: http://www.ncecbvi.org/nirc/index.html plus the online catalog: https://ncecbvi.klas.com/
4. School Closing thoughts - ESU 4 - May 1 date for now — trying to figure out what to do with graduation . ESU 6 - Districts want to slow play this a little anyway because if they have to communicate the school year is "over" except for remote learning they are concerned kids may shut down on them. Just one thing I've heard repeatedly from Sups .
   ESU 13 Supt. met that they will be closing for the remainder of the year.
   ESU 15 Supt. met yesterday and discussed the Gov./Commissioner had the same message but was not ready to commit. Already thinking that will happen.
   ESU 5 - will make the final decision by April 22. Once they decide to close for the remainder of the year bring up a whole other group of questions like how are they going to handle graduation, etc.
   ESU 3 - Supts are just waiting for something more emphatic / clearer to communicate because they know parents have been utterly inundated with information from their schools.
   Also from ESU 6 - John was talking with one of our Sups just before this and feeling that now fortunately since NU and some others have said no commencement exercises, it gives cover to High Schools to be able to make that announcement in the coming ...week, two weeks, whatever. That no one can say they didn't see it coming. I'm guessing some of our Sups will want the ESU just to help them coordinate pushing that message out as far as timing of it b/c if neighboring districts have different timing it will create some tension/drama.
   ESU 11 - does not yet have a case in their area
   ESU 9 - had its first case in Hastings yesterday so takes the date out to mid-May, past school being out of session.
   ESU 2 - districts are closed indefinitely. Announced March 25, 2020
   *From Zainab Rida, NDE - NE Children foundation is working on providing flexible funds via Community Response systems in NE to help families purchase laptops, hotspots, cell phones, and the internet. Do you know the school districts that do not have laptops for families? We have heard Omaha and Lincoln have School systems that are providing laptops at home but the other school districts do not have this option? Is this correct? Please let me know what you know. Thank you so much!*

5. What are ESUs thinking in terms of closing entirely? Keeping staff safe and reducing the possibility of any contact? What will be the tipping point?
    a. Any brainstorming how to do mail, accounting, etc?
    b. ESU 6 - “Stay at home order” could be coming sooner than later.
    c. Once ESU 13 had confirmed cases - closed offices. Restricted access to certain hours. Custodial staff will know when and where people are at in the building. The bulk of the work will be done remotely. Set hours to be able to come in and make copies.
    d. ESU 3 - has very limited access in the building. Working to prepare to be completely out of the building. Construction workers are continuing to work. MAil going out only on Wednesday and Friday.
    e. ESU 19 - We have Jabber loaded on PC laptops for teachers/staff so that they can call families and use their district phone numbers. We have VPN's for staff that need to remote into/onto the network.
    f. ESU 17 - has limited staff coming into the office.
    g. ESU 10 - has limited stay coming into the office.
    h. ESU 9 - has limited staff coming into the office.
6. May PDO - moved to Zoom and one day only (May 6).
    a. PD Planning Committee met this morning to discuss the modified agenda for May. Commissioner had agreed to do the opening for this day.
    b. No Rule 84 meeting with NDE on April 9
    c. PD Chair will be meeting next week
    d. April 8 Committee/April 9 Board Meeting Schedule
7. Updates on SPED Billings and what if any questions have arisen on this topic with your schools
    a. Some schools will be upset about paying their invoices.
    b. ESUs are still giving services through telehealth so invoicing is normal.
    c. Paying staff is the same as schools paying staff - requiring to work to continue to provide services. Expect schools to continue to pay fees.
    d. Most have had no push back - most are saying thank you for the help.
8. Are your member schools that closed for April 30th/May 1st wanting to issue a new message for the remainder of the year based on yesterday’s Commissioner’s call?
9. With a State BOE coming up, will this be where the Rule 10 requirements for hours be formally waived? Supts are asking about that as well as graduation requirements.
    a. The Commissioner is going to have the NDE Board create a resolution. Continuity of Learning plan - need to submit a report. Tell them what they are going to do and at the end of the year tell them what other areas they

didn't meet under Rule 10. This will include specific graduation requirements. There are a lot of right ways of doing things right now.

b. Would the commissioner please share the rough draft of the resolution? It will be on the website on Thursday, maybe tomorrow. He needs to meet with his President and VP to go over it.
c. What are ESUs going to do to help NDE to prevent having to do resolutions to adjust for viruses, floods, etc in Rule 10. Expect even snow days in the future/eLearning days.
    i. Build a system to be proactive
    ii. Look at how we are currently doing PD opportunities and how that can affect how we do PD in the future.

10. COOP orders? Any news that any items will be shipped late?
    a. Annual Buy deadline to order is April 9th. After that deadline, orders will be sent to the vendors. Once vendors get our orders, we may hear from them regarding delays in shipping and/or items that may not be shipped.
    b. Promote the importance of getting orders in and approved.
11. Legislation: Heard the petition drive has been halted.
    a. Group letter to be sent out to get to Senators. Only a couple Senators saying this is a good thing.
    b. Deadline to have signatures submitted is early July.
12. What's going to happen if/when tax receipts don't come in; unemployment rates - is this impacting your hiring for next year?
    a. Unemployment rates during this time then the highest single month
    b. Lagging reimbursement - 12-18 months out. Hope for some stimulus money.
    c. How is this going to affect teachers doing student teaching?
13. Adjournment at 3:56 PM

## Friday, March 27, 2020

## 9:00 a.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock, Greg Barnes, Andrew Dick, Deb Paulman, Geraldine Erickson, Sarah Salem, Brenda McNiff

Absent:  Drew Harris, Paul Calvert, Connie Wickham

1. Call to order at 9:00 AM
2. Approve Addendum to the Impero Special Buy agreement
    a. 2020-03-25 Product Addendum to Impero Special Buy Agreement - SaaS.docx
    b. This addendum will include a Web Console Version of Impero

*Approve Addendum to the Impero Special Buy Agreement motioned by Greg Barnes and seconded by Gregg Robke*

Greg Barnes, Andrew Dick, Deb Paulman, Geraldine Erickson, Sarah Salem
Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock.  All YAHS

Other:

1. ESUCC Meeting-Governor's Emergency Proclamation End Date
    a. Gov.  Proclamation ends May 31, 2020
    b. Meetings on calendar through the end of June, just in case needed.  We can remove them when not needed.
2. Zoom Meetings
    a. Do we need to advertise each board member's location? ESU 3 will set up Zoom at ESU 3 for the public.
    b. You can not have a quorum in the building.  If there is no quorum, only need to advertise the Zoom location.
    c. Negotiation to go into closed sessions, you can use a breakout room.
    d. ESU 4 Notice https://drive.google.com/file/d/1JKOUowflXIiknV23yWDohi6E0P7VxLyw/view
    e. Chat Session Info https://support.zoom.us/hc/en-us/sections/200787849-Attendee-Features
3. ESUPDO-May (Affiliate Input)
    a. The Executive Director met with affiliate chairs yesterday and they feel it is important to have something in May even if it is virtual.
4. Rule 84 Meeting (possible adjustments)
    a. The Executive Director will meet with Lane Carr and Shirley Vargus to discuss next steps.
5. Facebook posts showing students in Zoom classes - is this a privacy issue?

a. Teachers taking pictures of their class while in session, is this an issue and how do we address?
b. The schools should have policies and have the internet form on which kids can and can not be posted.
c. Use the general classroom rules on zoom that you would in a classroom.

6. FEMA Request for Public Assistance Form
    a. Who is filling out this form? Get an updated form that is not outdated. Suggested schools are to fill this out.
    b. Fill out the form, just in case there is money available.
7. Staff Expectations - responsive, reachable
    a. Trying to keep normal hours - what would you do at work normally?
    b. Honor the work that you are doing. If they have little ones at home, they may need a break but they need to put in the time later on in the day.
    c. ESU 18 - Responsiveness. You should be reachable and responsive. It doesn't have to be immediate, but certainly timely. During school hours, you should be working per your contract (except for breaks here or there). If you need to be gone or unavailable to your remote learners for more than 2 hours, you should access leave. If flexibility or exceptions need to be made regarding this, please contact your principal. If an employee runs out of leave, we will be approving borrowed and donated leave requests. Public Optics: Setting an Example Please keep in mind that you are on contract for your normal work hours during this closure. For example, any social media posts with you out and about in Lincoln, or comments alluding to "days off" during this time will not be viewed in a positive light by the community. We do not want anyone to make a momentary mistake that would reflect anything less than the amazing professionals you are. Be mindful that people know you work for LPS and our staff should be the example of social distancing and professionalism. Unlike winter break, this is not a break. It is a "work from home" situation. We hope you can use this time to keep family healthy, support students, and catch up on that professional reading you never have time to do!
    d. Need to keep in mind mental health, be careful to not totally overload.
    e. The public is watching, try not to be out in public where they can say you are wasting taxpayers money.
    f. NSEA has a response to schools that still have staff reporting.
    g. Everyone who is able to work from home, should be working from home to flatten the curve.
    h. Our response is that the teachers are working harder than ever before. Learning curve for teachers.

i. Emergency Leave/FMLA Leave - work on contingency planning.
j. Bryce Willson tweeted out to track funding throughout this time.

**Bryce Wilson** @NDE_Finance · 5h

I would track any expense related to COVID19 regardless of program or funding source since we have very little guidance or direction at this point. I have heard it may be distributed through the Title I (FY19) formula but that is far from final.

k. If you are having Paras use the emergency leave, this would be general ed expenses - use proper coding.

8. Public comment - None
9. Adjournment - Meeting adjourned 9:47 AM

## Tuesday, March 24

## 2:30 p.m. CST

**Open Meetings Act**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Brenda McNiff, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Sarah Salem, Connie Wickham

Absent - Deb Paulman
Geraldine Erickson left the meeting at 2:57 PM

1. Consistent School Messaging
   a. Some schools are calling off to end of year, some to April 30
   b. Kraig asked for a more refined message from the Commissioner.
   c. ESU 8 - most are done for the year
   d. County Health Departments have been great to work with.
   e. ESU 11 - going with April 30. Schools are putting out own communications, statements
   f. Andrews Google Document - ESU by ESU Decision - 3-24-20
      i. To add a column for ESU office staff
   g. ESU 17 - thought everyone was on same page and then they started changing their minds. Four of five districts are trying to provide services to students.
   h. Discussions on rescinding health department letters.

i. Dr. Schnoes to share out document of his schools - Please link
j. Discussion on what “indefinitely” means for schools, meaning until further notice when boards meet to change.
k. ESU 7 - Columbus is having a weekly press conference. To share a unified message.

2. Discussions on ESUCC cancellations and/or postponements.

a. ESUCC/Rule 84 Joint April 9 Meeting
Commissioner agreed to postpone due to all other meetings due to Covid-19. -

> From: **Blomstedt, Matt** <Matt.Blomstedt@nebraska.gov>
> Date: Thu, Mar 19, 2020 at 1:47 PM
> Subject: RE: Postpone April 9th Rule 84 Meeting
> To: Kraig Lofquist <klofquist@esucc.org>, Masco, Russ <Russ.Masco@nebraska.gov>
> Cc: Rife, Laura <laura.rife@nebraska.gov>
>
> Kraig - Let’s postpone as you suggest. We can use all of these other calls as our "official" Rule 84 requirement!
>
> **Matthew L. Blomstedt, Ph.D.**
> *Commissioner of Education*

i. Kraig will continue to meet with NDE staff to continue to move forward.
ii. April Board meetings to be held via Zoom
    1. April 8 - Committee 1- 3 - 30 minutes
    2. April 9 - Board Meeting at 9:00-11:00
iii. Schedule Zoom meetings through June - Tues/Thur

*Approve Indefinite Postponement Indefinitely of the Rule 84 meeting due to Covid-19 motioned by Bill Heimann and seconded by Dan Schnoes*
Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Sarah Salem, Connie Wickham
ALL YAHs

b. May ESUPDO (Kearney)
    i. Is there a possibility to do via Zoom?

        ii. Roast the retirees via Zoom
    c. Other
    d. MSA - are we ready to approve? - will need to take it to our Boards soon
        i. Executive Committee action to move forward in April
3. Billing for SPED
    a. Discussions on how to bill for services during this time.
    b. Miscommunication on schools not getting billed.
    c. Keeping schedules for the district - will get invoiced. Need to pay certified staff. Paras to be paid as well.
    d. ESU 3 - plans to pay Brooke Valley, etc. Trying to take care of services that they can provide. Plan to invoice the full amount, because that is what they are paying staff.
    e. Should ESUCC draft an agreement/letter in case we need it or keep it autonomous. Share amongst administrators so there is the same message. If we do provide a statement, we would want legal to look at but at this time/date getting different messages, changing all the time.
    f. ESPD to meet again but for ESUs ESPD Directors only.
4. NDE Requirements:
    a. During the NCSA zoom yesterday did others hear, “Schools will need to turn in their continuity plans to NDE - answering questions:”
        i. What are you doing in general?
        ii. What are you doing for students with special needs?
    b. Should we consider CC putting together a template for the learning plans for districts? Could SDA possibly create this? Wait for more guidance from NDE.
    c. Will the state issue a template or form or at least indicate with some specificity what the required elements of the learning continuity plans are?
    d. Cory Epler indicates guidance and submission form are being completed by NDE today. General in nature…
        i. I thought I heard Cory Epler state that if you need help with the Continuity Plan to contact your ESU
        ii. If there is a plan, put together one for all ESUs to use. Kraig to discuss with Corey. Also, when the plan is due.
    e. Related to this issue, are schools to be completing an affidavit of closure or ready to do so in event of cancellation? Has the state issued a clear message related to Rule 10 waiver of requirements?
    f. USDOE Continuity of Learning guidance (think this was actually from H1N1)

    g. Will these be attached to the waiver of instruction? Message is changing to yes. We are here to help as long as you continue to educate your kids.
    h. Discussion on grades to give students at the end of year.
        i. No Internet or taking care of sick family
        ii. Share out ideas of what other schools are planning on doing.
5. Possible fiscal and operational implications of Families First Coronavirus Act and FMLA provisions.
    a. Concerns related to certificated personnel whose rights under new law include employees caring for son/daughter whose school or daycare has been closed due to COVID-19 precautions; meaning (possibly unintended side effect) - teachers with children birth to 17 may be entitled to take leave for duration of 'remote' school year.
    b. Justin Knight to have a meeting at 10:00 AM on Thursday, March 26
        i. Families First Coronavirus Response Act - Are You Ready to Slash the Budget? We know your inboxes have been inundated with emails. From new guidance, employee complaints, parent questions, colleague brainstorming and more, this constant barrage can become quickly overwhelming. On Thursday, we will cut through the information overload and let you know exactly what you need to know about the new Families First Coronavirus Response Act. This new federal law will go into effect on April 2nd (one week from the webinar) and could have a major impact on school districts' budgets, beginning on the day that the law is enacted. Join us at 10 a.m. (CT) on Thursday, March 26th for a one-hour, succinct summary of this new law. Presenter, Mr. Justin Knight, Perry Law Firm To join by computer: https://zoom.us/j/822773716 To join by phone: 1-346-248-7799 Meeting ID: 822 773 716
6. Do we know what else NDE needs before the Dept can file an ESEA waiver?
    a. Has there been a specific request for anything needed for this filing. Continuity of Learning Plan submission. Several states have already filed.
7. Classified staff, wages/payments, second jobs?, sped vs. nonsped
    a. Classified Staff - SPED PARA requesting to work other job and work on professional development models. If you are paying them 100%, the answer would be no. Volunteering is different, willing to pay them to volunteer. Possibility to adjust work hours.
    b. Check out Sarah Salem's document
8. Have had requests to have the Sunday meeting at 2:00 PM moved to Monday at 9 CT/8 MT AM. Thoughts?

a. Kraig to touch base with Commissioner to see of the possibility of moving. Several would like to move to free up their Sundays. People need time to decompress, need weekend time, family quality time.
b. Is it possible to turn off the chat, or have a link to a different document so that they can answer at a later time.
c. Media was on the call - courtesy to be stated up front.

9. Legislative update
    a. Coalition meeting today - senators are pushing their property tax cut plan. Write a letter to the newspaper in support of the two bills. Most are saying now is not the time to push these forward. Senators to pass emergency law and then adjourn. Coalition to write a letter to the OWH that this is not the time. Next projections are not to come out until July. Projecting recovery by the third quarter of next year. Encouraging that people are starting to understand ESUs and what we do for schools.
10. Last day to submit proposals for AESA.
11. Craig Peterson was asked about COOP order concerns like toilet paper. Please let administrators know if there are shortages. Sanitary supplies are a current shortage.
12. School Statewide Mental Health Conference group to meet tomorrow to discuss mental health needs. Continue to have a conference scheduled as is and wait to make a call to change to virtually or canceling at a later date. Give thoughts to Dan Schnoes to share with the committee. ***Virtual options will be important***. Find out from the venue when the last date to cancel. Let presenters know that may go virtual.
13. No public Comment
14. Meeting adjourned at 3:50 PM.

## Friday, March 20

## 9:00 a.m. CST

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted Deturk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Deb Paulman, Geraldine Erickson, Sarah Salem, Connie Wickham

Call to Order at 9:00 AM

1. Professional Development Days - doing remotely, online if asked
    a. Some schools are trying to determine how to fulfill teacher contract time and have reached out to ESUs for possible staff development.
        i. This is in the idea stage.
            1. Other duties as assigned?
2. Payment of staff

NPERS gave an update yesterday, certified staff is covered.

ESU 7 Classified staff - pay wages, medical leave. Staff is asked to clock in and clock out. Volunteer with the community, share with the supervisor, they can clock in and out. Work+volunteer with remaining medical leave. ESU 7 did not cap on medical leave. Will review every 4 weeks.

Karen Haase shared she is concerned about school vs ESUs. Clarify in your resolution that ESU. Resolution to be in the county your main office is located.

SPED paras can't do "other duties as assigned" work - this will not be reimbursable by NDE. But if it is medical leave - it can be reimbursed. Have them do webinars that are SPED related.

Discussion on those that do not have internet at home. Some providers are offering hotspots.

Professional Development via zoom. Each ESU is different on how they are handling professional development. Affiliates want clarity on what they are to do. Prepare a common message. They want to be utilized and use technology. Each ESU and schools are uniquely different. Create a common landing page for resources to send out to teachers. Reserve some staff days to work later after this is over. Depends on how staff contracts are written if you can reserve those days.

Discussion on teachers missing their students. Provide some mental health resources for these teachers. Making connections to social/emotional wellbeing.

Need to document what we have done and will do. Create a Google Doc that we can capture. SIMPL can capture work and add in documents. Move from being a trauma and to champion the opportunity provided to us.

HERE is the LPS plan for closure for different staff groups.

3. ESU Essential Personnel

4. Educational Delivery Methods

    a. Curated/Vetted Resources-List on ESUCC Website ***USE STRONG DISCLAIMER REGARDING VETTING!*** *(Do we need this?)*
        i. *Streamline by topic*
        ii. *ESU Agnostic (do not detail by individual ESU)*
    b. FERPA Compliance
    c. Education Association

5. Special Education Requirements

    a. FERPA/HIPAA issues with Zoom
    b. OCR

6. ESU Staff requested to go meet with School leaders

7. Decision Making Chain of Command - Governor, Commissioner, Kraig, …..

8. April ESUCC meeting/May PDO?
    a. Rule 84 Meeting - postponed indefinitely

    b. KSB Q & A:
        i. Here is the document to record your questions to "Stump the Chump"

9. Community Resource Plan/Follow Through Email Link from NDE
    a. ESUs will be hosts of this community response work and be announced soon by the Governor and Department of Education. ESU10 and our organizations are ahead of this curve thanks to Nebraska Children and Families Foundation.
    b. I am working closely with Melissa Wheelock, ESU10 Administrator, to ensure we are not duplicating work. Melissa is very busy this week getting 33 schools up on e-learning and we hope to reconnect next week and see **what role we play to support their work and what we can hand off.**

Getting meals out to students has been the biggest need currently. Need for schools to have psychs, counselors access.

10. ESUCC Online Learning Platform - online content, zoom, to be better prepared
11. Hanover Research related to Covid-19
12. Any guidance on teacher evaluation guidance and waivers? Justin Knight did a Zoom meeting for Board Members and shared if teachers are teaching via online resources that principals can observe to get the evaluations done.

13. Other

Meeting adjourned at 10:25 AM

# ESUCC Meeting
# Agenda Items
## Zoom Link: https://zoom.us/j/4995643911

March 13 - 1:30 Central - Emergency Meeting
March 17- 9:00 AM Central - Meeting notice - ESUCC/ESPD/KSB
March 20 - 9:00 AM Central - Meeting Notice
March 24 - 2:30 PM Central - Meeting Notice
March 27 - 9:00 AM Central - Meeting Notice
March 31 - 2:30 PM Central - Meeting Notice
April 3 - 9:00 AM Central - Meeting Notice
April 8 Committee/April 9 Board Meeting Schedule - Meeting Notice on SPARQ Data
April 10 - Executive Committee to meet with Commissioner
April 14 - 2:30 PM Central - Meeting Notice
April 17 - 9:00 AM Central - Meeting Notice
April 21 - 2:30 PM Central - Meeting Notice
April 24 - 9:00 AM Central - Meeting Notice
April 28 - 2:30 PM Central - Meeting Notice
May 1 - 9:00 AM Central - Meeting Notice
May 4 Committee/Board Meeting - Notice on Sparq
May 8 - 9:00 AM Central - Meeting Notice
May 12 - 9:00 AM Central - Meeting Notice
May 15 - 2:30 PM Central - Meeting Notice
May 19 - 9:00 AM Central - Meeting Notice
May 22 - 2:30 PM Central - Meeting Notice
May 26 - 9:00 AM Central - Meeting notice
May 29 - 2:30 PM Central - Meeting Notice

ESU Covid-19 Timeline
ESU School Meetings
Contract Updates/Changes - COVID-19

## Friday, April 24, 2020
## 9:00 a.m. CST
**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

Absent: Robke (9:25)

Guests: Ryan Foor, Matt Blomstedt

**Agenda Items**

1. Public Comment - None

2. Commissioner & Friends
    a. Rule 10 Issues for Brian and Ryan
        i. Discussion on documentation gathered.
        ii. Discussed Rule 62 Petition from Justin Knight, Perry Law Firm.
    b. Message was sent out to Supts on some of Rule 10 concerns
        i. Working through the different Rules addressing as they can.
        ii. Message was well received from Supts
        iii. NDE received the official guidance on CARES Act yesterday, beginning to review
3. Future Contract Updates/Changes
    a. Contract Updates/Changes - COVID-19
4. Stimulus Dollars-Core Service Funding
    a. Ted: it sounds like discussions (Susanne Shore, Ed Toner, Tom Rolfes, Dean Folkers) are taking place regarding support for the following "buckets"
        i. Broadband internet access to every home (with no data limits)
        ii. A computing device for every student
        iii. Usable Software
            1. Statewide LMS
            2. Collaborative Technologies
            3. Statewide CMS and/or Content Repository
        iv. Digital Content & Learning Objects
        v. Ample PD and Training for Teachers to Effectively Use Buckets 1-4
        vi. ESUs need to be involved in iv. and v.
            1. Microsoft Teams - possibly statewide LMS
5. OpenSky has created a good history of Covid-19. This is on the OpenSky website.
6. Commissioner Meeting highlights
    a. Document that was sent out from Commissioner
    b. Q&A
    c. CARES Act
7. Meeting adjourned at 10:17 AM

## Tuesday, April 21, 2020

## 2:30 p.m. CST

**Open Meetings Act**
**EO-Public Meetings**

**Covid 19 Discussion Items**

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

NDE: Ryan Foor, Brian Halstead

Absent: Barnes, Calvert, Paulman, Salem

**Agenda Items**

8. Public Comment - None
9. Commissioner & Friends
    a. Monday Commissioner Notes - 042020
10. Future Contract Updates/Changes
    a. Contract Updates/Changes - COVID-19
11. Local health department needs-Registered Nurses
    a. Kim Schoewalter, Laura McDougal on weekly calls
    b. Any school/ESU nurses that have some time that could help with the contact chasing of cases.
    c. ESUCC and NDE to coordinate some communication out to schools.
        i. Offer office space as well for those health departments with small office space.
    d. National Guard will be doing some extra testing - outside of Crete
    e. This was on the Governor's daily address today - https://www.testnebraska.com
    f. This is the DHHS link. You can click on each county to see total tested positive, total tested not detected, and total tested for each county https://nebraska.maps.arcgis.com/apps/opsdashboard/index.html#/4213f719a45647bc873ffb58783ffef3 - updated everyday at noon.
12. School Waiver-Process/Forms
    a. https://cdn.education.ne.gov/wp-content/uploads/2018/08/AffidavitofSchoolClosure.rtf.pdf
    b. Other guidance forthcoming related to Rule 10 requirements outside of instructional hours
    c. Is there a filing timeline that NDE would like schools to adhere to in order to streamline the submission process?

d. What is the simplest and most expedient means of assisting schools in accomplishing this?
    i. NDE - once completed school year and you determine that you did not meet hours needed. This is when the waiver should be filed.
        1. Affidavit - This process already exists.
    ii. Other waivers on Rule 10 - There is not going to be a waiver on any one of the items they have not met. This will more than likely be a form to fill out with information from schools to fill out.
    iii. Continuity of Learning Plans - schools should have filled out.
        1. NDE may have questions regarding these plans.
        2. NDE communicates timelines and lists of their needs from schools.
e. Will the department issue guidance related to remote learning hours calculations? Or can they simply calculate it based upon their previously submitted continuity of learning plans and their schedules for that?
    i. This will be added to the NDE Communications
    ii. Affidavit - NDE - schools won't have to worry about remote learning hours. Calculation of hours up to the last day in session. Affidavit is due June 30.
f. School 2020-2021
    i. Start to think about contingency plans for fall
    ii. Future requests - 7th Grade/Kindergarten not being able to get in to see Dr. for physicals.
    iii. Funding - will look at data they have and what they won't be able to attain. (TEOSA)
g. The Reading Improvement Act calls for individual learning plans for students during the summer but does not mandate summary school. This is a summer school allowance in the formula. Does not specify that students need to be present in buildings to count for summer school TEEOSA allowance.
    i. Summer School allowance requires a minimum of 12 days with at least 3 hours per day to be reimbursable?

13. Legislative Updates
    a. Federal Funds
    b. Mid-June Session Restart - 17 days left
    c. SBD - State Budget Division - Governor's Education Relief Fund
    d. 65 Million will come from USDE to NDE
        i. Legislature will not have to do anything
14. May 4 - Committee and Board Meeting Schedule - will be on SPARQ

15. From Ryan Foor - Would you all be willing to share some of the "top" issues related to Rule 10 issues for t your supts are concerned with? Email those to Brian and me within the week.
    a. Rule 10 Issues for Brian and Ryan
16. Questions from ESU 10 Supts. Today: Federal funds for professional development dollars. Can we prepay or roll over dollars? NDE doesn't have an answer yet, as they are waiting on the federal govt. response. Melissa will bring it up on Friday's ESUCC and Commissioner call. NE Reading Improvement Act- We know the 3rd assessment is likely waived. But what about the summer school requirement? Clarification on summer school for credit recovery and credit advancement. This is different from the summer requirements for the Reading Improvement Act. The questions seem to be getting lumped into one program. The third type of program is Extended School Year for students with disabilities. We need guidance for each of the different summer programs.
    a. Waiting on Federal Guidance
    b. NDE will have guidance out in the near future. Will have greater flexibility.
17. NDE Payments discussed - staff working from home.
    a. Three part approval process
    b. Send email to Brian Halstead, Jen Utemark, Bryce Wilson
18. Meeting adjourned at 3:44 PM.

## Friday, April 17, 2020

## 9:00 a.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem,

Absent: Drew Harris, Connie Wickham

**Agenda Items**

19. Public Comment - None
20. Dr. Skretta Survey Information
    a. Serving as a liaison for NDE on information on the end of the school year.

b. NCSA to send out a survey for Supt to help figure out where everyone's perspective statewide
c. Academic calendar, summer school offering, grading and summer school were the topics of the survey.
d. NDE Guidance

21. Communication Planning (Contingency Plans)

*OWH Article-Implications*

*ESUs should start conversations with local districts.*

***Don't make any declarative statements.***

*Be cognizant of possibly re-opening at different times next year.*

*Be prepared to use different calendars for the 2020-21 school year.*

*Start to broach the subject with respective teaching staff/teams, so they know it's a possibility.*

a. Boston/Stanford College have announced no face to face classes this Fall.
    i. Boston University Forbes article: https://www.forbes.com/sites/susanadams/2020/04/13/boston-university-is-first-to-announce-it-may-postpone-its-fall-term-until-january-2021/#739901814bd5 https://www.cnn.com/2020/04/14/us/university-may-cancel-classes-fall-2021-trnd/index.html
b. Discussion on the decision - wanted decision and now that decision has been made they are upset - need to respect the decision
    i. Direct frustration into a more positive conversation
    ii. Everyone should to have Fall start-up on their radar
c. No idea on how long this is going to last - plan for the worse and hope for the best
d. Political - no win situation
e. Discussion on graduation requirements
    i. Not clear statement
    ii. Continue to discuss with county health departments
    iii. Discuss with County attorneys
        1. Graduation parties
    iv. Be smart and patient
    v. Is there a place for documents of schools ideas - what has been agreed on and told no? Do not think there is a document. Situations are different across the state.
f. Dr Addy Por - use common sense
    i. Coming down off curve is going to be slower than expected

g. Need to keep staff, students, parents mental health and well being in mind - don't stress more than they already are.

22. CARES ACT/Federal Update
    a. Fiducius email that highlighted the impact of the CARES Act on your employees dealing with student loan debt.
    b. There is still guidance that needs to come. Still a level of questions on what we can do with the money.
    c. Department only has to send 90% of the money through
    d. Are ESUs helping schools to document on expenses for COVID? Document everything...
    e. ESU that have contracts with schools, the schools need to keep/pay those contracts. NASBO conference had conversations on contracts - KSB and NDE both said you should pay.
23. Discussion on Interlocals from NASBO
    a. Contracts versus Interlocals
24. Contract Language - is anyone thinking about updating language in contracts to include situations like COVID-19?
    a. Discuss further this Fall
    b. Would like to know what others will be doing, please share
    c. Deb to create a Google Doc for changes
        i. Contract Updates/Changes - COVID-19
25. Discussion on staff applying for unemployment
    a. If being paid, should not be applying for unemployment
26. From Skretta - Has everyone heard that the school legal firms were enlisted late last week to provide a summary of statutes that need to be waived for schools this spring? Apparently they have provided that info to NDE now but has anyone heard about when we will receive an announcement on this? This also relates to the "blanket waiver" topic.
27. SRS Fees Redux
    a. Conversation to be had for Class A schools - concerns on
        i. If change for one class, should we not charge for any?
        ii. It's more the principle - issues we have had
    b. Voted on 5% increase
28. Items for Kraig to take to Commissioner
    a. Timeline on waivers (see Skretta note)
        i. Fire Drill - 10 how is this going to be done?
        ii. Summer school is done virtually (same number of hours and days?)
        iii. Information out by Friday??
    b. Consistent Message

        i. Message to schools - don't jump to Fall too fast - keep everyone's wellbeing in mind
    c. Communication Plan - Rule 10 guidelines
    d. Clarification on Americanism Act/Exam - Seniors this year not required but years past.
    e. Schools being able to submit questions on call for Monday
    f. Any word on Federal Grants, carryover dollars for $ not spent,
29. ESUPDO Reminder-May 6 - Agenda
30. Cory Epler-Instructional Materials
31. Adjourn meeting at 10:08 AM

## Tuesday, April 14, 2020

## 2:30 p.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

Absent: Robke, Salem

**Agenda Items**

32. Public Comment - None
33. Educator Effectiveness Conference - moved to online
34. Monday Meeting Notes-Follow Up
    a. Discussion on the Commissioner call
    b. ESU 7 - Do we need to have weekly calls - could he send out email responses to questions and call Zoom meetings when necessary. Meetings are not as poignant as before.
    c. Not enough communication, too much communication - where is the middle ground.
    d. Not a lot of new information
    e. About 400 on the call
    f. ESU 3 - wise for the Gov/Commissioner to continue
    g. Discussion on when we will start opening things back up? Summer? Fall?
    h. Miss the question and answer part of the meeting. Have someone gather the questions throughout the meeting?
    i. ESU 10 - Supt were getting ready for Board meetings so she took notes and sent them out. The Supts like that.
    j. ESU 13 - if we don't have it scheduled, it will be hard to find time when needed. Tell us what they are working on, and this is coming...not enough

clear information. (could be spreadsheet that can be updated - one place to reference)

k. ESU 6 - reinforce the sentiment - changing to a more scripted platform has removed their ability for the real time Q&A. Give more specifics/clarification. What is being scrutinized at state, feds, etc and when we can expect a solution.
l. The Executive Committee shared with the Commissioner the need for more clarification. Give us an idea of what is needed before the reporting period. Information to be out by this Friday.
m. Great moment for ESUs - ESUs have a unique roll to aggregate district information and bring it to NDE. We need to be good messengers/ambassadors.
n. Could Deb attend the Commissioner call and take minutes for us? Then she can share them out to the group of us to pass on. Thoughts?
    i. Could NDE have someone take notes and send them out to everyone? Or subcontract with Melissa or Deb to do it?

35. Legislative Update (Kraig)

a. Rules/Regulations for incoming Federal Dollars for schools
    i. Action by Legislature?
        1. Each school will get 83% of funding (CARES Act)
b. Most Important Bills to be worked on include LB 920 (Lottery Funds)
    i. 16 days left of regular session
    ii. Look at passing the most important bills
    iii. LB920 - lottery funding -
    iv. LB 147 - Physical restraint -
    v. LB 998 - Training Bill
    vi. Visit with Senators - express concerns that now is not the time
c. Small group of Educators to meet with reporter (Ann Pirtle, NRCSA, etc.)
    i. To get schools point of view out there
    ii. Don't become disengaged
    iii. Message out there is that educators weren't willing to work with them - but that isn't the case.
d. SNAP Waiver-Thank the Governor
    i. Easier for schools to get access to food
e. The importance of additional E-rate Funding Support-Blomstedt Article
    i. Students that don't have access to internet
    ii. Hope to get some stimulus money to address issue

36. Rule 84 - needs to be waived
    a. Accreditation - need to have met with the state board - we need a formal waiver for this
    b. Commissioner needs to work with Governor on waivers
37. Superintendents wanting an early out of school? What will the instructional waiver look like? Already want to do it by the end of this week.
    a. NCSA querry - short form survey - 200 responses to date
    b. How to calculate instructional hours?
    c. How close will schools be to those hours?
    d. Not amending calendar but will work with shortened hours - don't amend the calendar
    e. ESU 3 - end online instruction about a week early. Looking at online learning fatigue - teachers, students, parents. Use the last week to work with staff to turn everything in with having minimal people at schools at a given time. (Millard and West Side) This will be about half, others will be slowing down the process to the end date.
    f. Get NDE to say - something like you can shut down 7 days early but not 8 days early - give actual numbers.
    g. Tell schools to contact NDE before making final decisions.
38. What will it be like starting the school year before relationships have been built?
    a. Transitioning - 1-5 days at the beginning to transition students and staff. Begin in the class that they are currently in.
    b. Share ideas as you hear from schools.
    c. Will some smaller schools begin before the larger schools because of the numbers in buildings?
    d. Summer - opening pools to small numbers at a time?
39. What ESUs are still open?
    a. 3, 8, 15 (less than 5 a day),
    b. 5, 16(short staff), 17
    c. 19 - been working from home for about 4 weeks
40. Other
41. Adjournment at 3:27 PM

**Friday, April 10, 2020**

**9:30 a.m. CST**

**Open Meetings Act**

**EO-Public Meetings**

**Covid 19 Discussion Items**

**Attendees:** Bill Heimann Dan Schnoes, Larianne Polk, Paul Calvert, Geraldine Erickson,

NDE: Matt Blomstedt, Brian Halstead, Zainab Rida, Dean Folkers, Cory Epler

Agenda Items

1. Gov/NDE and legal - meeting next week with Gov. to discuss
    a. Let Matt/Brian know details of the legal concerns so that they can be followed up.
    b. NDE asked attorneys for a list of things needed to ask of Gov. To be to Brian by Sunday night.
2. June data reporting dates - reporting window is about validating the data
    a. Data flows seamless to ADVISER system
    b. Meet weekly to discuss
        i. How to track attendance during this time,etc
            1. Will track attendance to a certain date and then change to membership
    c. CARES Act might need more information - broad calculations
        i. Capture the most accurate data that we have
    d. Roll out clear and concise guidance shortly with ** of the unknowns
        i. When will guidance be rolled out - can we send communications
    e. Will they count normal attendance from March 10 forwarded?
        i. ADVISER can tell when schools stopped having students in the building
    f. Data from 2019-2020 school will not look like normal years and will affect data going forward and backwards
3. Reading Improvement Act - want to be concerned about literacy (also Civics)
    a. Work with Gov on waivers of the data aspects
    b. Expect summer to be remote learning as well
    c. Confusion on requirement - current law say make available but does not require every student to do
    d. Work from current law and not proposed changes
    e. If you have online courses, feel free to use and move forward
        i. NDE staff are working through options of online resources
    f. Requests that concerns flow through Cory and staff
    g. NDE is working with Literacy Cadre to come up with alternatives
    h. NDE can’t get guidance out quick enough

**Meetings for April 8/9 are on SPARQ**
**Zoom Link:** https://zoom.us/j/4995643911

## Friday, April 3, 2020

## 9:00 a.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Connie Wickham, Melissa Wheelock, Sarah Salem (arrived at 9:05 am, left at 9:45 am), Drew Harris (arrived at 9:15 am, left at 9:52 am), Deb Paulman (arrived at 9:24 am)

Absent: Bill Heimann

Call to order at 9:00 AM

Agenda Items

4. Public - No Comment
5. Three Items to share with Commissioner and two Administrators to speak
    a. Clarification on Governor DHM - "Under this new DHM, schools statewide are directed to operate without students in their buildings through May 31, 2020. Extracurricular activities are also cancelled statewide. This restriction does not apply to school staff working in school buildings."
        i. Does this include graduation/prom?
        ii. Yes, he needs to be very specific
        iii. Include any part of district land - no football fields, etc
        iv. No more than 10 people/gathering - things means everywhere!! Looking for options to do virtually.
        v. Communication - no heads up, didn't hear prior to prepare before announcements in order to talk to supts.

vi. Confusion on whether or not it was statewide and not just those with DHM's
vii. Picking up student materials - if not allowed in buildings - where/how do they pick up students stuff. Clean out in July?
viii. We should draft up talking points/guidelines for the Commissioner. List of things to consider so schools can pick what affects them.
ix. Some schools have locked out staff - how do we let staff in let alone students
x. Some food service people have been displaying symptoms, concerns on getting food out
xi. ESU 7 will begin to restrict people to the ESU after Easter Break.
xii. YRTC has a confirmed case - deciding what to do there.
xiii. Governor does not expect to give a "stay at home" order
xiv. ESU 3 plans when the peak hits to have no more than a couple people in the building
xv. ESU 5 has only a couple in the building, working to decide how to take care of mail, etc when they completely shut down.
xvi. OPS/ESU 19 have been limited to 10 people in the administration building. All ESU staff are working remotely.
xvii. Parents organizing proms/graduations - schools need to discourage from any kind of socializing
xviii. Larianne has a sign they are using- link https://drive.google.com/file/d/1Wshd1WuRvqT2zylDI0PX6obYx2co31Hg/view?usp=sharing
xix. David Cantral (pulmonologist in Kearney) - message about keeping kids away from each other. Children don't show signs, they are a carrier (post on Facebook)

6. Certificated Evaluations (Andrew)
   a. Ohio - Educator Evaluation Systems
   b. Oklahoma (Page 13) - Coronavirus/COVID-19: FAQs for Oklahoma Public Schools Updated March 26, 2020
   c. North Carolina - Department of Natural and Cultural Resources (DNCR) Budget and Finance Review
   d. Matt to visit with Gov. on putting a temporary halt on staff evaluations - evaluations right now should include risk factors, etc. Kraig to share with the Commissioner.
   e. Rex Schultze has shared a step by step protocol to complete observation - for a small fee and you can share out as much as you want. Can ESUCC purchase this?

        i. If Gov. would relax the evaluations, this document would not be needed.
        ii. rschultze@perrylawfirm.com, or jknight@perrylawfirm.com
7. Technology Support Update: Internet Access for Students and Staff (document link)
    a. Teachers that don't have access, students don't have access
    b. ESU 7 - was talking about using old phones as hotspots
    c. Verizon has relaxed on hotspots
    d. Omaha Community Foundation would provide some Sherwood Foundation money for families - fill paperwork out to get this access. Secondary families would only need access.Elementary has printer packets.
    e. LPS has a contract with AT&T for burner phones can only provide hotspot access. $40 phone/month, disposable after this is over.
    f. ESU 4 - https://www.motherboardrecycling.org/covid-19-annoucement.html
        i. Hotspots around town where the students can get to from parking lot
    g. ESU 16 - Western NE, District surveyed students, most had access to internet and hardware. If the student did not have it they were able to provide for them. In Sandhills, they do not have access. Their districts had a plan B to take care of those that don't have access.
    h. From John Skretta - Kraig, do you want ESUCC to aggregate resources that we've been putting together for student access across the state? I think every ESU has been doing different things at the community level to assist schools in ensuring connectivity for all (or virtually all) families?
        i. Do we put a Google Doc to gain what each other are doing across the state? NOC folks to fill out?
    i. From Melissa Wheelock - Schoology has increased customers 400% in the last two weeks…they are trying to catch up which has made it much slower for our schools that have used it for years
        i. From Geraldine - Melissa, I had a conversation with Craig Peterson about this issue. Our schools have experienced the same issues. Craig shared the email with Schoology that she sent to schools.
        ii. https://www.schoology.com/blog/scaling-schoology-increased-demand
8. Social Emotional Support Update-Students, staff & community
    a. What are we doing to help the community?
    b. ESU 5 put out a resource to help parents

c. ESU 3 - holding department meetings - weekly meeting without an agenda to do a check in. Discuss whatever they want to discuss.
d. SDA is meeting twice a week for a check and to be a support system for each other.
e. ESU 16 - providing service to students. They (LMHPS) meet with District staff weekly to coordinate services. Reach out to family and students via zoom or phone calls. Regional PLC - have been meeting weekly to share resources. Beginning to share what lessons look like and how families are responding. Tyler Cronin put together a video - to share with staff.
f. ESU 8 - LMHPs are meeting with students. Staff are beginning to meet without an agenda, just to share. Nurses are having calls to discuss/share.
g. ESU 5 - doing some of the same things as rest. Brenda has been in contact with each staff member with call or email. Those at home with family - discuss craziness. Those with no kids at home talk about loneliness. She is thinking about doing a trivia night, bingo night, quilting with Karen for staff to interact.
h. ESU 3 - to purchase a contract for each staff/family member to meet up to five times a year.

9. Ann Herman-Department of Health Updates
    a. Commissioner would like us to communicate with Ann to discuss some of these issues so that we are on the same page.
    b. This would be a communication piece so we know what they are doing and she can find out what we are doing.
    c. Kraig has invited her to our meeting on Tuesday.
    d. She sent a spreadsheet - wanted feedback from ESUs. ESUs not to do this.
    e. They are working with NE Children and Family
10. Update on reporting to NDE end of year data / Resolution
    a. Is there a resolution out yet?
    b. ESU 2 met with Lane Carr. Keep the answers yes/no - having to give explanations doesn't help anyone.
    c. LPS went with Pass/Fail - concerns for scholarships and sports eligibility
    d. Please add resolution from Larianne
        i. https://pdf.sparqdata.com/AspNetWebForms/APPortal.axd?rt=8&dk=0011CF30RBecnc-HLczR1j8JeNQAGp-G1&r=882131376
        ii. Here is one on closure: https://cdn.education.ne.gov/wp-content/uploads/2018/08/AffidavitofSchoolClosure.rtf.pdf

e. NDE State Board meeting today - may be approving
f. Kraig to ask the commissioner - when we can get better guidelines.

11. From John Skretta - AASA has some good upcoming webinars which include content on providing mental health supports for staff. https://aasa.org/AASA-LeadershipNetwork-webinars.aspx
12. Board Meeting notifications (Dan)
    a. Advertise Zoom
    b. Only need to advertise site if more than a quorum at site
    c. ESU 3 - going to use the webinar feature. Advertise as a regular meeting but not put a link in the advertisement. He will have the Board Room open for the public (no more than 10) This way they won't have to advertise the locations of the Board members.
13. Rule 10 Draft
    a. Is there a draft?
    b. ESU 3 - is on the team but has not seen a draft even for the committee.
14. Adjournment - meeting adjourned at 10:16 am

## Tuesday March 31, 2020

## 2:30 p.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman (late)Sarah Salem, Connie Wickham

Absent: Corey Dahl,
Guest: Dr. Blomstedt, Zainab Rida

Call to order at 2:30 PM

Agenda Items

1. Public - No comment

2. Commissioner was present to say thanks for everyone's help and support. Proud of the ESU structure and work taking place. What do schools need from an education standpoint? What questions do schools have in this next phase? Moving into phases that are looking for patterns and themes he needs to address. What are the common themes? Asking ESU Administrators to be the leaders at the local levels. The reality is that this could continue to impact us through the summer and the fall. Think through ways to organize key themes. Have themes for the Commissioner to address at his next sessions. Have a couple ESU administrators there to help answer/address the issues. Have the top three questions for each week.
    a. ESU 4 do we send directly or send through the form. Circulate through our ESU administrators and come up with common solutions. How unique are the questions? Does it impact more than just one. Kraig to communicate the items to the Commissioner and let him know who the administrators will be on the call to help address.
    b. On behalf of all the ESU Administrators thank you to help get us communicated out as who we are and the role we play. Governor has been using the ESUs as well. There is a mix of boundaries from ESUs to public/businesses.
    c. When was the switch over made? When will the health department extend the dates? Things will be handled from health region/county by county as things progress. Heard April 17, 2020.
    d. When there will be a definite “schools closed for remainder of year” Commissioner looks for this to not happen before the end of school to start opening things back up. Commissioner requested of Governor a statewide DHM approach. Just beginning to see the growth of the virus. He is also working with local health officials. He will work to get a more precise answer for the dates.
    e. Travel authorization forms - information requiring essential personnel to have the form. The Commissioner thought that the Gov. said this is not for NE. This comes into place when there is a shelter in place order.
    f. Reading Improvement Act - what will this look like if we are still under restrictions this summer? Commissioner might be asking the Gov. to release some requirements.
    g. Are Superintendents going to get the format for the Continuity of Learning Plans - Email from Cory. There are two forms- one for publics and one for non-publics. Public https://www.education.ne.gov/publichealth/colp/ - Non public: https://www.education.ne.gov/publichealth/colpnp/

3. Boystown Report - from Dr Schnoes. Data shows how it is affecting students. NDE is starting to put together stuff on social/emotional help. Send ideas/resources to Zainab.
    a. Concerns on visibly impaired (OCR) and assistive technology.
    b. Some ESUs sending and picking up equipment.
    c. Contact ESU 4 NIRC center: http://www.ncecbvi.org/nirc/index.html plus the online catalog: https://ncecbvi.klas.com/
4. School Closing thoughts - ESU 4 - May 1 date for now — trying to figure out what to do with graduation . ESU 6 - Districts want to slow play this a little anyway because if they have to communicate the school year is "over" except for remote learning they are concerned kids may shut down on them. Just one thing I've heard repeatedly from Sups .
   ESU 13 Supt. met that they will be closing for the remainder of the year.
   ESU 15 Supt. met yesterday and discussed the Gov./Commissioner had the same message but was not ready to commit. Already thinking that will happen.
   ESU 5 - will make the final decision by April 22. Once they decide to close for the remainder of the year bring up a whole other group of questions like how are they going to handle graduation, etc.
   ESU 3 - Supts are just waiting for something more emphatic / clearer to communicate because they know parents have been utterly inundated with information from their schools.
   Also from ESU 6 - John was talking with one of our Sups just before this and feeling that now fortunately since NU and some others have said no commencement exercises, it gives cover to High Schools to be able to make that announcement in the coming ...week, two weeks, whatever. That no one can say they didn't see it coming. I'm guessing some of our Sups will want the ESU just to help them coordinate pushing that message out as far as timing of it b/c if neighboring districts have different timing it will create some tension/drama.
   ESU 11 - does not yet have a case in their area
   ESU 9 - had its first case in Hastings yesterday so takes the date out to mid-May, past school being out of session.
   ESU 2 - districts are closed indefinitely. Announced March 25, 2020
   *From Zainab Rida, NDE - NE Children foundation is working on providing flexible funds via Community Response systems in NE to help families purchase laptops, hotspots, cell phones, and the internet. Do you know the school districts that do not have laptops for families? We have heard Omaha and Lincoln have School systems that are providing laptops at home but the other school districts do not have this option? Is this correct? Please let me know what you know. Thank you so much!*

5. What are ESUs thinking in terms of closing entirely? Keeping staff safe and reducing the possibility of any contact? What will be the tipping point?
    a. Any brainstorming how to do mail, accounting, etc?
    b. ESU 6 - “Stay at home order” could be coming sooner than later.
    c. Once ESU 13 had confirmed cases - closed offices. Restricted access to certain hours. Custodial staff will know when and where people are at in the building. The bulk of the work will be done remotely. Set hours to be able to come in and make copies.
    d. ESU 3 - has very limited access in the building. Working to prepare to be completely out of the building. Construction workers are continuing to work. MAil going out only on Wednesday and Friday.
    e. ESU 19 - We have Jabber loaded on PC laptops for teachers/staff so that they can call families and use their district phone numbers. We have VPN's for staff that need to remote into/onto the network.
    f. ESU 17 - has limited staff coming into the office.
    g. ESU 10 - has limited stay coming into the office.
    h. ESU 9 - has limited staff coming into the office.
6. May PDO - moved to Zoom and one day only (May 6).
    a. PD Planning Committee met this morning to discuss the modified agenda for May. Commissioner had agreed to do the opening for this day.
    b. No Rule 84 meeting with NDE on April 9
    c. PD Chair will be meeting next week
    d. April 8 Committee/April 9 Board Meeting Schedule
7. Updates on SPED Billings and what if any questions have arisen on this topic with your schools
    a. Some schools will be upset about paying their invoices.
    b. ESUs are still giving services through telehealth so invoicing is normal.
    c. Paying staff is the same as schools paying staff - requiring to work to continue to provide services. Expect schools to continue to pay fees.
    d. Most have had no push back - most are saying thank you for the help.
8. Are your member schools that closed for April 30th/May 1st wanting to issue a new message for the remainder of the year based on yesterday’s Commissioner’s call?
9. With a State BOE coming up, will this be where the Rule 10 requirements for hours be formally waived? Supts are asking about that as well as graduation requirements.
    a. The Commissioner is going to have the NDE Board create a resolution. Continuity of Learning plan - need to submit a report. Tell them what they are going to do and at the end of the year tell them what other areas they

didn't meet under Rule 10. This will include specific graduation requirements. There are a lot of right ways of doing things right now.

b. Would the commissioner please share the rough draft of the resolution? It will be on the website on Thursday, maybe tomorrow. He needs to meet with his President and VP to go over it.
c. What are ESUs going to do to help NDE to prevent having to do resolutions to adjust for viruses, floods, etc in Rule 10. Expect even snow days in the future/eLearning days.
    i. Build a system to be proactive
    ii. Look at how we are currently doing PD opportunities and how that can affect how we do PD in the future.

10. COOP orders? Any news that any items will be shipped late?
    a. Annual Buy deadline to order is April 9th. After that deadline, orders will be sent to the vendors. Once vendors get our orders, we may hear from them regarding delays in shipping and/or items that may not be shipped.
    b. Promote the importance of getting orders in and approved.
11. Legislation: Heard the petition drive has been halted.
    a. Group letter to be sent out to get to Senators. Only a couple Senators saying this is a good thing.
    b. Deadline to have signatures submitted is early July.
12. What's going to happen if/when tax receipts don't come in; unemployment rates - is this impacting your hiring for next year?
    a. Unemployment rates during this time then the highest single month
    b. Lagging reimbursement - 12-18 months out. Hope for some stimulus money.
    c. How is this going to affect teachers doing student teaching?
13. Adjournment at 3:56 PM

## Friday, March 27, 2020

## 9:00 a.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock, Greg Barnes, Andrew Dick, Deb Paulman, Geraldine Erickson, Sarah Salem, Brenda McNiff

Absent:  Drew Harris, Paul Calvert, Connie Wickham

1. Call to order at 9:00 AM
2. Approve Addendum to the Impero Special Buy agreement
    a. 2020-03-25 Product Addendum to Impero Special Buy Agreement - SaaS.docx
    b. This addendum will include a Web Console Version of Impero

*Approve Addendum to the Impero Special Buy Agreement motioned by Greg Barnes and seconded by Gregg Robke*

Greg Barnes, Andrew Dick, Deb Paulman, Geraldine Erickson, Sarah Salem
Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock.  All YAHS

Other:

1. ESUCC Meeting-Governor's Emergency Proclamation End Date
    a. Gov.  Proclamation ends May 31, 2020
    b. Meetings on calendar through the end of June, just in case needed.  We can remove them when not needed.
2. Zoom Meetings
    a. Do we need to advertise each board member's location? ESU 3 will set up Zoom at ESU 3 for the public.
    b. You can not have a quorum in the building.  If there is no quorum, only need to advertise the Zoom location.
    c. Negotiation to go into closed sessions, you can use a breakout room.
    d. ESU 4 Notice https://drive.google.com/file/d/1JKOUowflXIiknV23yWDohi6E0P7VxLyw/view
    e. Chat Session Info https://support.zoom.us/hc/en-us/sections/200787849-Attendee-Features
3. ESUPDO-May (Affiliate Input)
    a. The Executive Director met with affiliate chairs yesterday and they feel it is important to have something in May even if it is virtual.
4. Rule 84 Meeting (possible adjustments)
    a. The Executive Director will meet with Lane Carr and Shirley Vargus to discuss next steps.
5. Facebook posts showing students in Zoom classes - is this a privacy issue?

a. Teachers taking pictures of their class while in session, is this an issue and how do we address?
b. The schools should have policies and have the internet form on which kids can and can not be posted.
c. Use the general classroom rules on zoom that you would in a classroom.

6. FEMA Request for Public Assistance Form
    a. Who is filling out this form? Get an updated form that is not outdated. Suggested schools are to fill this out.
    b. Fill out the form, just in case there is money available.
7. Staff Expectations - responsive, reachable
    a. Trying to keep normal hours - what would you do at work normally?
    b. Honor the work that you are doing. If they have little ones at home, they may need a break but they need to put in the time later on in the day.
    c. ESU 18 - Responsiveness. You should be reachable and responsive. It doesn't have to be immediate, but certainly timely. During school hours, you should be working per your contract (except for breaks here or there). If you need to be gone or unavailable to your remote learners for more than 2 hours, you should access leave. If flexibility or exceptions need to be made regarding this, please contact your principal. If an employee runs out of leave, we will be approving borrowed and donated leave requests. Public Optics: Setting an Example Please keep in mind that you are on contract for your normal work hours during this closure. For example, any social media posts with you out and about in Lincoln, or comments alluding to "days off" during this time will not be viewed in a positive light by the community. We do not want anyone to make a momentary mistake that would reflect anything less than the amazing professionals you are. Be mindful that people know you work for LPS and our staff should be the example of social distancing and professionalism. Unlike winter break, this is not a break. It is a "work from home" situation. We hope you can use this time to keep family healthy, support students, and catch up on that professional reading you never have time to do!
    d. Need to keep in mind mental health, be careful to not totally overload.
    e. The public is watching, try not to be out in public where they can say you are wasting taxpayers money.
    f. NSEA has a response to schools that still have staff reporting.
    g. Everyone who is able to work from home, should be working from home to flatten the curve.
    h. Our response is that the teachers are working harder than ever before. Learning curve for teachers.

i. Emergency Leave/FMLA Leave - work on contingency planning.
j. Bryce Willson tweeted out to track funding throughout this time.

**Bryce Wilson** @NDE_Finance · 5h

I would track any expense related to COVID19 regardless of program or funding source since we have very little guidance or direction at this point. I have heard it may be distributed through the Title I (FY19) formula but that is far from final.

k. If you are having Paras use the emergency leave, this would be general ed expenses - use proper coding.

8. Public comment - None
9. Adjournment - Meeting adjourned 9:47 AM

## Tuesday, March 24

## 2:30 p.m. CST

**Open Meetings Act**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Brenda McNiff, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Sarah Salem, Connie Wickham

Absent - Deb Paulman
Geraldine Erickson left the meeting at 2:57 PM

1. Consistent School Messaging
   a. Some schools are calling off to end of year, some to April 30
   b. Kraig asked for a more refined message from the Commissioner.
   c. ESU 8 - most are done for the year
   d. County Health Departments have been great to work with.
   e. ESU 11 - going with April 30. Schools are putting out own communications, statements
   f. Andrews Google Document - ESU by ESU Decision - 3-24-20
      i. To add a column for ESU office staff
   g. ESU 17 - thought everyone was on same page and then they started changing their minds. Four of five districts are trying to provide services to students.
   h. Discussions on rescinding health department letters.

i. Dr. Schnoes to share out document of his schools - Please link
j. Discussion on what “indefinitely” means for schools, meaning until further notice when boards meet to change.
k. ESU 7 - Columbus is having a weekly press conference. To share a unified message.

2. Discussions on ESUCC cancellations and/or postponements.

a. ESUCC/Rule 84 Joint April 9 Meeting
Commissioner agreed to postpone due to all other meetings due to Covid-19. -

> From: **Blomstedt, Matt** <Matt.Blomstedt@nebraska.gov>
> Date: Thu, Mar 19, 2020 at 1:47 PM
> Subject: RE: Postpone April 9th Rule 84 Meeting
> To: Kraig Lofquist <klofquist@esucc.org>, Masco, Russ <Russ.Masco@nebraska.gov>
> Cc: Rife, Laura <laura.rife@nebraska.gov>
>
> Kraig - Let’s postpone as you suggest. We can use all of these other calls as our "official" Rule 84 requirement!
>
> **Matthew L. Blomstedt, Ph.D.**
> *Commissioner of Education*

i. Kraig will continue to meet with NDE staff to continue to move forward.
ii. April Board meetings to be held via Zoom
    1. April 8 - Committee 1- 3 - 30 minutes
    2. April 9 - Board Meeting at 9:00-11:00
iii. Schedule Zoom meetings through June - Tues/Thur

*Approve Indefinite Postponement Indefinitely of the Rule 84 meeting due to Covid-19 motioned by Bill Heimann and seconded by Dan Schnoes*
Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Sarah Salem, Connie Wickham
ALL YAHs

b. May ESUPDO (Kearney)
    i. Is there a possibility to do via Zoom?

        ii. Roast the retirees via Zoom
    c. Other
    d. MSA - are we ready to approve? - will need to take it to our Boards soon
        i. Executive Committee action to move forward in April
3. Billing for SPED
    a. Discussions on how to bill for services during this time.
    b. Miscommunication on schools not getting billed.
    c. Keeping schedules for the district - will get invoiced. Need to pay certified staff. Paras to be paid as well.
    d. ESU 3 - plans to pay Brooke Valley, etc. Trying to take care of services that they can provide. Plan to invoice the full amount, because that is what they are paying staff.
    e. Should ESUCC draft an agreement/letter in case we need it or keep it autonomous. Share amongst administrators so there is the same message. If we do provide a statement, we would want legal to look at but at this time/date getting different messages, changing all the time.
    f. ESPD to meet again but for ESUs ESPD Directors only.
4. NDE Requirements:
    a. During the NCSA zoom yesterday did others hear, “Schools will need to turn in their continuity plans to NDE - answering questions:”
        i. What are you doing in general?
        ii. What are you doing for students with special needs?
    b. Should we consider CC putting together a template for the learning plans for districts? Could SDA possibly create this? Wait for more guidance from NDE.
    c. Will the state issue a template or form or at least indicate with some specificity what the required elements of the learning continuity plans are?
    d. Cory Epler indicates guidance and submission form are being completed by NDE today. General in nature…
        i. I thought I heard Cory Epler state that if you need help with the Continuity Plan to contact your ESU
        ii. If there is a plan, put together one for all ESUs to use. Kraig to discuss with Corey. Also, when the plan is due.
    e. Related to this issue, are schools to be completing an affidavit of closure or ready to do so in event of cancellation? Has the state issued a clear message related to Rule 10 waiver of requirements?
    f. USDOE Continuity of Learning guidance (think this was actually from H1N1)

    g. Will these be attached to the waiver of instruction? Message is changing to yes. We are here to help as long as you continue to educate your kids.
    h. Discussion on grades to give students at the end of year.
        i. No Internet or taking care of sick family
        ii. Share out ideas of what other schools are planning on doing.
5. Possible fiscal and operational implications of Families First Coronavirus Act and FMLA provisions.
    a. Concerns related to certificated personnel whose rights under new law include employees caring for son/daughter whose school or daycare has been closed due to COVID-19 precautions; meaning (possibly unintended side effect) - teachers with children birth to 17 may be entitled to take leave for duration of 'remote' school year.
    b. Justin Knight to have a meeting at 10:00 AM on Thursday, March 26
        i. Families First Coronavirus Response Act - Are You Ready to Slash the Budget? We know your inboxes have been inundated with emails. From new guidance, employee complaints, parent questions, colleague brainstorming and more, this constant barrage can become quickly overwhelming. On Thursday, we will cut through the information overload and let you know exactly what you need to know about the new Families First Coronavirus Response Act. This new federal law will go into effect on April 2nd (one week from the webinar) and could have a major impact on school districts' budgets, beginning on the day that the law is enacted. Join us at 10 a.m. (CT) on Thursday, March 26th for a one-hour, succinct summary of this new law. Presenter, Mr. Justin Knight, Perry Law Firm To join by computer: https://zoom.us/j/822773716 To join by phone: 1-346-248-7799 Meeting ID: 822 773 716
6. Do we know what else NDE needs before the Dept can file an ESEA waiver?
    a. Has there been a specific request for anything needed for this filing. Continuity of Learning Plan submission. Several states have already filed.
7. Classified staff, wages/payments, second jobs?, sped vs. nonsped
    a. Classified Staff - SPED PARA requesting to work other job and work on professional development models. If you are paying them 100%, the answer would be no. Volunteering is different, willing to pay them to volunteer. Possibility to adjust work hours.
    b. Check out Sarah Salem's document
8. Have had requests to have the Sunday meeting at 2:00 PM moved to Monday at 9 CT/8 MT AM. Thoughts?

a. Kraig to touch base with Commissioner to see of the possibility of moving. Several would like to move to free up their Sundays. People need time to decompress, need weekend time, family quality time.
b. Is it possible to turn off the chat, or have a link to a different document so that they can answer at a later time.
c. Media was on the call - courtesy to be stated up front.

9. Legislative update
    a. Coalition meeting today - senators are pushing their property tax cut plan. Write a letter to the newspaper in support of the two bills. Most are saying now is not the time to push these forward. Senators to pass emergency law and then adjourn. Coalition to write a letter to the OWH that this is not the time. Next projections are not to come out until July. Projecting recovery by the third quarter of next year. Encouraging that people are starting to understand ESUs and what we do for schools.
10. Last day to submit proposals for AESA.
11. Craig Peterson was asked about COOP order concerns like toilet paper. Please let administrators know if there are shortages. Sanitary supplies are a current shortage.
12. School Statewide Mental Health Conference group to meet tomorrow to discuss mental health needs. Continue to have a conference scheduled as is and wait to make a call to change to virtually or canceling at a later date. Give thoughts to Dan Schnoes to share with the committee. ***Virtual options will be important***. Find out from the venue when the last date to cancel. Let presenters know that may go virtual.
13. No public Comment
14. Meeting adjourned at 3:50 PM.

## Friday, March 20

## 9:00 a.m. CST

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted Deturk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Deb Paulman, Geraldine Erickson, Sarah Salem, Connie Wickham

Call to Order at 9:00 AM

1. Professional Development Days - doing remotely, online if asked
    a. Some schools are trying to determine how to fulfill teacher contract time and have reached out to ESUs for possible staff development.
        i. This is in the idea stage.
            1. Other duties as assigned?
2. Payment of staff

NPERS gave an update yesterday, certified staff is covered.

ESU 7 Classified staff - pay wages, medical leave. Staff is asked to clock in and clock out. Volunteer with the community, share with the supervisor, they can clock in and out. Work+volunteer with remaining medical leave. ESU 7 did not cap on medical leave. Will review every 4 weeks.

Karen Haase shared she is concerned about school vs ESUs. Clarify in your resolution that ESU. Resolution to be in the county your main office is located.

SPED paras can't do "other duties as assigned" work - this will not be reimbursable by NDE. But if it is medical leave - it can be reimbursed. Have them do webinars that are SPED related.

Discussion on those that do not have internet at home. Some providers are offering hotspots.

Professional Development via zoom. Each ESU is different on how they are handling professional development. Affiliates want clarity on what they are to do. Prepare a common message. They want to be utilized and use technology. Each ESU and schools are uniquely different. Create a common landing page for resources to send out to teachers. Reserve some staff days to work later after this is over. Depends on how staff contracts are written if you can reserve those days.

Discussion on teachers missing their students. Provide some mental health resources for these teachers. Making connections to social/emotional wellbeing.

Need to document what we have done and will do. Create a Google Doc that we can capture. SIMPL can capture work and add in documents. Move from being a trauma and to champion the opportunity provided to us.

HERE is the LPS plan for closure for different staff groups.

3. ESU Essential Personnel

4. Educational Delivery Methods

    a. Curated/Vetted Resources-List on ESUCC Website ***USE STRONG DISCLAIMER REGARDING VETTING!*** *(Do we need this?)*
        i. *Streamline by topic*
        ii. *ESU Agnostic (do not detail by individual ESU)*
    b. FERPA Compliance
    c. Education Association

5. Special Education Requirements

    a. FERPA/HIPAA issues with Zoom
    b. OCR

6. ESU Staff requested to go meet with School leaders

7. Decision Making Chain of Command - Governor, Commissioner, Kraig, …..

8. April ESUCC meeting/May PDO?
    a. Rule 84 Meeting - postponed indefinitely

    b. KSB Q & A:
        i. Here is the document to record your questions to "Stump the Chump"

9. Community Resource Plan/Follow Through Email Link from NDE
    a. ESUs will be hosts of this community response work and be announced soon by the Governor and Department of Education. ESU10 and our organizations are ahead of this curve thanks to Nebraska Children and Families Foundation.
    b. I am working closely with Melissa Wheelock, ESU10 Administrator, to ensure we are not duplicating work. Melissa is very busy this week getting 33 schools up on e-learning and we hope to reconnect next week and see **what role we play to support their work and what we can hand off.**

Getting meals out to students has been the biggest need currently. Need for schools to have psychs, counselors access.

10. ESUCC Online Learning Platform - online content, zoom, to be better prepared
11. Hanover Research related to Covid-19
12. Any guidance on teacher evaluation guidance and waivers? Justin Knight did a Zoom meeting for Board Members and shared if teachers are teaching via online resources that principals can observe to get the evaluations done.

13. Other

Meeting adjourned at 10:25 AM

# ESUCC Meeting
# Agenda Items
## Zoom Link: https://zoom.us/j/4995643911

March 13 - 1:30 Central - Emergency Meeting
March 17- 9:00 AM Central - Meeting notice - ESUCC/ESPD/KSB
March 20 - 9:00 AM Central - Meeting Notice
March 24 - 2:30 PM Central - Meeting Notice
March 27 - 9:00 AM Central - Meeting Notice
March 31 - 2:30 PM Central - Meeting Notice
April 3 - 9:00 AM Central - Meeting Notice
April 8 Committee/April 9 Board Meeting Schedule - Meeting Notice on SPARQ Data
April 10 - Executive Committee to meet with Commissioner
April 14 - 2:30 PM Central - Meeting Notice
April 17 - 9:00 AM Central - Meeting Notice
April 21 - 2:30 PM Central - Meeting Notice
April 24 - 9:00 AM Central - Meeting Notice
April 28 - 2:30 PM Central - Meeting Notice
May 1 - 9:00 AM Central - Meeting Notice
May 4 Committee/Board Meeting - Notice on Sparq
May 8 - 9:00 AM Central - Meeting Notice
May 12 - 9:00 AM Central - Meeting Notice
May 15 - 2:30 PM Central - Meeting Notice
May 19 - 9:00 AM Central - Meeting Notice
May 22 - 2:30 PM Central - Meeting Notice
May 26 - 9:00 AM Central - Meeting notice
May 29 - 2:30 PM Central - Meeting Notice

ESU Covid-19 Timeline
ESU School Meetings
Contract Updates/Changes - COVID-19

## Tuesday, April 28, 2020
## 2:30 p.m. CST
**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

Absent: Skretta, Salem

Guests: Ryan Foor

**Agenda Items**

1. Public Comment - None
2. Commissioner & Friends
    a. Rule 10 Issues for Brian and Ryan
    b. Commissioner Update 042720
    c. Rule 62 Petition from Justin Knight, Perry Law Firm.
        i. Not intending to send to Commissioner
3. Future Contract Updates/Changes
    a. Contract Updates/Changes - COVID-19
4. USDOE Grants
    a. Technology Grants for schools
    b. Grants are for State Departments
    c. Executive Director gathered data on technology in schools
        i. Future Ready data collected school technology plan
    d. LB 966 to gather technology data
    e. First Lady working on helping technology needs.
    f. Coordinate to have a single place to gather information
        i. Might not work for all areas of the state because of different vendors.
    g. ESU Device surveys - not everyone do these surveys
        i. ESU 3 will share the survey they use
    h. Brightbytes is offering a free remote learning survey for free
        i. This can be sent out to parents, students, staff, etc.
        ii. ESU 10 to forward email to this
5. FAQ Document on Coronavirus
    a. Executive Director has created a draft
    b. Along the lines of what Oklahoma created
        i. Links to Governors DHMs
        ii. Communications from Commissioner
        iii. History on Covid-19
        iv. ESU Covid-19 Timeline
        v. Rules and responses from NDE
    c. Gather important information from all areas/stakeholders
6. Monday Meeting Updates
    a. Commissioner Update 042720
    b. Graduations continue to be discussed.
    c. Governor release (beginning May 4) of restrictions could be statewide and/or regional.
        i. Graduations not included in release

ii. Local health departments will release restrictions at different times across the state.
iii. Discussions on school check in of devices and summer school.

7. Meeting adjourn at 3:29 PM

## Friday, April 24, 2020

## 9:00 a.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

Absent: Robke (9:25)

Guests: Ryan Foor, Matt Blomstedt

**Agenda Items**

8. Public Comment - None
9. Commissioner & Friends
    a. Rule 10 Issues for Brian and Ryan
        i. Discussion on documentation gathered.
        ii. Discussed Rule 62 Petition from Justin Knight, Perry Law Firm.
    b. Message was sent out to Supts on some of Rule 10 concerns
        i. Working through the different Rules addressing as they can.
        ii. Message was well received from Supts
        iii. NDE received the official guidance on CARES Act yesterday, beginning to review
10. Future Contract Updates/Changes
    a. Contract Updates/Changes - COVID-19
11. Stimulus Dollars-Core Service Funding
    a. Ted: it sounds like discussions (Susanne Shore, Ed Toner, Tom Rolfes, Dean Folkers) are taking place regarding support for the following "buckets"

i. Broadband internet access to every home (with no data limits)
ii. A computing device for every student
iii. Usable Software
    1. Statewide LMS
    2. Collaborative Technologies
    3. Statewide CMS and/or Content Repository
iv. Digital Content & Learning Objects
v. Ample PD and Training for Teachers to Effectively Use Buckets 1-4
vi. ESUs need to be involved in iv. and v.
    1. Microsoft Teams - possibly statewide LMS

12. OpenSky has created a good history of Covid-19. This is on the OpenSky website.
13. Commissioner Meeting highlights
    a. Document that was sent out from Commissioner
    b. Q&A
    c. CARES Act
14. Meeting adjourned at 10:17 AM

## Tuesday, April 21, 2020

## 2:30 p.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

NDE: Ryan Foor, Brian Halstead

Absent: Barnes, Calvert, Paulman, Salem

**Agenda Items**

15. Public Comment - None
16. Commissioner & Friends
    a. Monday Commissioner Notes - 042020

17. Future Contract Updates/Changes
    a. Contract Updates/Changes - COVID-19
18. Local health department needs-Registered Nurses
    a. Kim Schoewalter, Laura McDougal on weekly calls
    b. Any school/ESU nurses that have some time that could help with the contact chasing of cases.
    c. ESUCC and NDE to coordinate some communication out to schools.
        i. Offer office space as well for those health departments with small office space.
    d. National Guard will be doing some extra testing - outside of Crete
    e. This was on the Governor's daily address today - https://www.testnebraska.com
    f. This is the DHHS link. You can click on each county to see total tested positive, total tested not detected, and total tested for each county https://nebraska.maps.arcgis.com/apps/opsdashboard/index.html#/4213f719a45647bc873ffb58783ffef3 - updated everyday at noon.
19. School Waiver-Process/Forms
    a. https://cdn.education.ne.gov/wp-content/uploads/2018/08/AffidavitofSchoolClosure.rtf.pdf
    b. Other guidance forthcoming related to Rule 10 requirements outside of instructional hours
    c. Is there a filing timeline that NDE would like schools to adhere to in order to streamline the submission process?
    d. What is the simplest and most expedient means of assisting schools in accomplishing this?
        i. NDE - once completed school year and you determine that you did not meet hours needed. This is when the waiver should be filed.
            1. Affidavit - This process already exists.
        ii. Other waivers on Rule 10 - There is not going to be a waiver on any one of the items they have not met. This will more than likely be a form to fill out with information from schools to fill out.
        iii. Continuity of Learning Plans - schools should have filled out.
            1. NDE may have questions regarding these plans.
            2. NDE communicates timelines and lists of their needs from schools.
    e. Will the department issue guidance related to remote learning hours calculations? Or can they simply calculate it based upon their previously submitted continuity of learning plans and their schedules for that?
        i. This will be added to the NDE Communications

ii. Affidavit - NDE - schools won't have to worry about remote learning hours. Calculation of hours up to the last day in session. Affidavit is due June 30.

f. School 2020-2021
   i. Start to think about contingency plans for fall
   ii. Future requests - 7th Grade/Kindergarten not being able to get in to see Dr. for physicals.
   iii. Funding - will look at data they have and what they won't be able to attain. (TEOSA)

g. The Reading Improvement Act calls for individual learning plans for students during the summer but does not mandate summary school. This is a summer school allowance in the formula. Does not specify that students need to be present in buildings to count for summer school TEEOSA allowance.
   i. Summer School allowance requires a minimum of 12 days with at least 3 hours per day to be reimbursable?

20. Legislative Updates
    a. Federal Funds
    b. Mid-June Session Restart - 17 days left
    c. SBD - State Budget Division - Governor's Education Relief Fund
    d. 65 Million will come from USDE to NDE
       i. Legislature will not have to do anything
21. May 4 - Committee and Board Meeting Schedule - will be on SPARQ
22. From Ryan Foor - Would you all be willing to share some of the "top" issues related to Rule 10 issues for t your supts are concerned with? Email those to Brian and me within the week.
    a. Rule 10 Issues for Brian and Ryan
23. Questions from ESU 10 Supts. Today: Federal funds for professional development dollars. Can we prepay or roll over dollars? NDE doesn't have an answer yet, as they are waiting on the federal govt. response. Melissa will bring it up on Friday's ESUCC and Commissioner call. NE Reading Improvement Act- We know the 3rd assessment is likely waived. But what about the summer school requirement? Clarification on summer school for credit recovery and credit advancement. This is different from the summer requirements for the Reading Improvement Act. The questions seem to be getting lumped into one program. The third type of program is Extended School Year for students with disabilities. We need guidance for each of the different summer programs.
    a. Waiting on Federal Guidance
    b. NDE will have guidance out in the near future. Will have greater flexibility.

24. NDE Payments discussed - staff working from home.
    a. Three part approval process
    b. Send email to Brian Halstead, Jen Utemark, Bryce Wilson
25. Meeting adjourned at 3:44 PM.

## Friday, April 17, 2020

## 9:00 a.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem,

Absent: Drew Harris, Connie Wickham

**Agenda Items**

26. Public Comment - None
27. Dr. Skretta Survey Information
    a. Serving as a liaison for NDE on information on the end of the school year.
    b. NCSA to send out a survey for Supt to help figure out where everyone's perspective statewide
    c. Academic calendar, summer school offering, grading and summer school were the topics of the survey.
    d. NDE Guidance
28. Communication Planning (Contingency Plans)

    *OWH Article-Implications*

    *ESUs should start conversations with local districts.*

    ***Don't make any declarative statements.***

    *Be cognizant of possibly re-opening at different times next year.*

    *Be prepared to use different calendars for the 2020-21 school year.*

    *Start to broach the subject with respective teaching staff/teams, so they know it's a possibility.*

    a. Boston/Stanford College have announced no face to face classes this Fall.
        i. Boston University Forbes article: https://www.forbes.com/sites/susanadams/2020/04/13/boston-univ

ersity-is-first-to-announce-it-may-postpone-its-fall-term-until-january-2021/#739901814bd5
https://www.cnn.com/2020/04/14/us/university-may-cancel-classes-fall-2021-trnd/index.html

b. Discussion on the decision - wanted decision and now that decision has been made they are upset - need to respect the decision
    i. Direct frustration into a more positive conversation
    ii. Everyone should to have Fall start-up on their radar
c. No idea on how long this is going to last - plan for the worse and hope for the best
d. Political - no win situation
e. Discussion on graduation requirements
    i. Not clear statement
    ii. Continue to discuss with county health departments
    iii. Discuss with County attorneys
        1. Graduation parties
    iv. Be smart and patient
    v. Is there a place for documents of schools ideas - what has been agreed on and told no? Do not think there is a document. Situations are different across the state.
f. Dr Addy Por - use common sense
    i. Coming down off curve is going to be slower than expected
g. Need to keep staff, students, parents mental health and well being in mind - don't stress more than they already are.

29. CARES ACT/Federal Update
    a. Fiducius email that highlighted the impact of the CARES Act on your employees dealing with student loan debt.
    b. There is still guidance that needs to come. Still a level of questions on what we can do with the money.
    c. Department only has to send 90% of the money through
    d. Are ESUs helping schools to document on expenses for COVID? Document everything...
    e. ESU that have contracts with schools, the schools need to keep/pay those contracts. NASBO conference had conversations on contracts - KSB and NDE both said you should pay.
30. Discussion on Interlocals from NASBO
    a. Contracts versus Interlocals
31. Contract Language - is anyone thinking about updating language in contracts to include situations like COVID-19?

    a. Discuss further this Fall
    b. Would like to know what others will be doing, please share
    c. Deb to create a Google Doc for changes
        i. Contract Updates/Changes - COVID-19
32. Discussion on staff applying for unemployment
    a. If being paid, should not be applying for unemployment
33. From Skretta - Has everyone heard that the school legal firms were enlisted late last week to provide a summary of statutes that need to be waived for schools this spring? Apparently they have provided that info to NDE now but has anyone heard about when we will receive an announcement on this? This also relates to the "blanket waiver" topic.
34. SRS Fees Redux
    a. Conversation to be had for Class A schools - concerns on
        i. If change for one class, should we not charge for any?
        ii. It's more the principle - issues we have had
    b. Voted on 5% increase
35. Items for Kraig to take to Commissioner
    a. Timeline on waivers (see Skretta note)
        i. Fire Drill - 10 how is this going to be done?
        ii. Summer school is done virtually (same number of hours and days?)
        iii. Information out by Friday??
    b. Consistent Message
        i. Message to schools - don't jump to Fall too fast - keep everyone's wellbeing in mind
    c. Communication Plan - Rule 10 guidelines
    d. Clarification on Americanism Act/Exam - Seniors this year not required but years past.
    e. Schools being able to submit questions on call for Monday
    f. Any word on Federal Grants, carryover dollars for $ not spent,
36. ESUPDO Reminder-May 6 - Agenda
37. Cory Epler-Instructional Materials
38. Adjourn meeting at 10:08 AM

## Tuesday, April 14, 2020

## 2:30 p.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman, Sarah Salem, Connie Wickham

Absent: Robke, Salem

**Agenda Items**

39. Public Comment - None
40. Educator Effectiveness Conference - moved to online
41. Monday Meeting Notes-Follow Up
    a. Discussion on the Commissioner call
    b. ESU 7 - Do we need to have weekly calls - could he send out email responses to questions and call Zoom meetings when necessary. Meetings are not as poignant as before.
    c. Not enough communication, too much communication - where is the middle ground.
    d. Not a lot of new information
    e. About 400 on the call
    f. ESU 3 - wise for the Gov/Commissioner to continue
    g. Discussion on when we will start opening things back up? Summer? Fall?
    h. Miss the question and answer part of the meeting. Have someone gather the questions throughout the meeting?
    i. ESU 10 - Supt were getting ready for Board meetings so she took notes and sent them out. The Supts like that.
    j. ESU 13 - if we don't have it scheduled, it will be hard to find time when needed. Tell us what they are working on, and this is coming...not enough

clear information. (could be spreadsheet that can be updated - one place to reference)

k. ESU 6 - reinforce the sentiment - changing to a more scripted platform has removed their ability for the real time Q&A. Give more specifics/clarification. What is being scrutinized at state, feds, etc and when we can expect a solution.
l. The Executive Committee shared with the Commissioner the need for more clarification. Give us an idea of what is needed before the reporting period. Information to be out by this Friday.
m. Great moment for ESUs - ESUs have a unique roll to aggregate district information and bring it to NDE. We need to be good messengers/ambassadors.
n. Could Deb attend the Commissioner call and take minutes for us? Then she can share them out to the group of us to pass on. Thoughts?
    i. Could NDE have someone take notes and send them out to everyone? Or subcontract with Melissa or Deb to do it?

42. Legislative Update (Kraig)

a. Rules/Regulations for incoming Federal Dollars for schools
    i. Action by Legislature?
        1. Each school will get 83% of funding (CARES Act)
b. Most Important Bills to be worked on include LB 920 (Lottery Funds)
    i. 16 days left of regular session
    ii. Look at passing the most important bills
    iii. LB920 - lottery funding -
    iv. LB 147 - Physical restraint -
    v. LB 998 - Training Bill
    vi. Visit with Senators - express concerns that now is not the time
c. Small group of Educators to meet with reporter (Ann Pirtle, NRCSA, etc.)
    i. To get schools point of view out there
    ii. Don't become disengaged
    iii. Message out there is that educators weren't willing to work with them - but that isn't the case.
d. SNAP Waiver-Thank the Governor
    i. Easier for schools to get access to food
e. The importance of additional E-rate Funding Support-Blomstedt Article
    i. Students that don't have access to internet
    ii. Hope to get some stimulus money to address issue

43. Rule 84 - needs to be waived
    a. Accreditation - need to have met with the state board - we need a formal waiver for this
    b. Commissioner needs to work with Governor on waivers
44. Superintendents wanting an early out of school? What will the instructional waiver look like? Already want to do it by the end of this week.
    a. NCSA querry - short form survey - 200 responses to date
    b. How to calculate instructional hours?
    c. How close will schools be to those hours?
    d. Not amending calendar but will work with shortened hours - don't amend the calendar
    e. ESU 3 - end online instruction about a week early. Looking at online learning fatigue - teachers, students, parents. Use the last week to work with staff to turn everything in with having minimal people at schools at a given time. (Millard and West Side) This will be about half, others will be slowing down the process to the end date.
    f. Get NDE to say - something like you can shut down 7 days early but not 8 days early - give actual numbers.
    g. Tell schools to contact NDE before making final decisions.
45. What will it be like starting the school year before relationships have been built?
    a. Transitioning - 1-5 days at the beginning to transition students and staff. Begin in the class that they are currently in.
    b. Share ideas as you hear from schools.
    c. Will some smaller schools begin before the larger schools because of the numbers in buildings?
    d. Summer - opening pools to small numbers at a time?
46. What ESUs are still open?
    a. 3, 8, 15 (less than 5 a day),
    b. 5, 16(short staff), 17
    c. 19 - been working from home for about 4 weeks
47. Other
48. Adjournment at 3:27 PM

**Friday, April 10, 2020**

**9:30 a.m. CST**

**Open Meetings Act**

**EO-Public Meetings**

**Covid 19 Discussion Items**

**Attendees:** Bill Heimann Dan Schnoes, Larianne Polk, Paul Calvert, Geraldine Erickson,

NDE: Matt Blomstedt, Brian Halstead, Zainab Rida, Dean Folkers, Cory Epler

Agenda Items

1. Gov/NDE and legal - meeting next week with Gov. to discuss
    a. Let Matt/Brian know details of the legal concerns so that they can be followed up.
    b. NDE asked attorneys for a list of things needed to ask of Gov. To be to Brian by Sunday night.
2. June data reporting dates - reporting window is about validating the data
    a. Data flows seamless to ADVISER system
    b. Meet weekly to discuss
        i. How to track attendance during this time,etc
            1. Will track attendance to a certain date and then change to membership
    c. CARES Act might need more information - broad calculations
        i. Capture the most accurate data that we have
    d. Roll out clear and concise guidance shortly with ** of the unknowns
        i. When will guidance be rolled out - can we send communications
    e. Will they count normal attendance from March 10 forwarded?
        i. ADVISER can tell when schools stopped having students in the building
    f. Data from 2019-2020 school will not look like normal years and will affect data going forward and backwards
3. Reading Improvement Act - want to be concerned about literacy (also Civics)
    a. Work with Gov on waivers of the data aspects
    b. Expect summer to be remote learning as well
    c. Confusion on requirement - current law say make available but does not require every student to do
    d. Work from current law and not proposed changes
    e. If you have online courses, feel free to use and move forward
        i. NDE staff are working through options of online resources
    f. Requests that concerns flow through Cory and staff
    g. NDE is working with Literacy Cadre to come up with alternatives
    h. NDE can’t get guidance out quick enough

**Meetings for April 8/9 are on SPARQ**
**Zoom Link:** https://zoom.us/j/4995643911

## Friday, April 3, 2020

## 9:00 a.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Connie Wickham, Melissa Wheelock, Sarah Salem (arrived at 9:05 am, left at 9:45 am), Drew Harris (arrived at 9:15 am, left at 9:52 am), Deb Paulman (arrived at 9:24 am)

Absent: Bill Heimann

Call to order at 9:00 AM

Agenda Items

4. Public - No Comment
5. Three Items to share with Commissioner and two Administrators to speak
    a. Clarification on Governor DHM - "Under this new DHM, schools statewide are directed to operate without students in their buildings through May 31, 2020. Extracurricular activities are also cancelled statewide. This restriction does not apply to school staff working in school buildings."
        i. Does this include graduation/prom?
        ii. Yes, he needs to be very specific
        iii. Include any part of district land - no football fields, etc
        iv. No more than 10 people/gathering - things means everywhere!! Looking for options to do virtually.
        v. Communication - no heads up, didn't hear prior to prepare before announcements in order to talk to supts.

vi. Confusion on whether or not it was statewide and not just those with DHM's
vii. Picking up student materials - if not allowed in buildings - where/how do they pick up students stuff. Clean out in July?
viii. We should draft up talking points/guidelines for the Commissioner. List of things to consider so schools can pick what affects them.
ix. Some schools have locked out staff - how do we let staff in let alone students
x. Some food service people have been displaying symptoms, concerns on getting food out
xi. ESU 7 will begin to restrict people to the ESU after Easter Break.
xii. YRTC has a confirmed case - deciding what to do there.
xiii. Governor does not expect to give a "stay at home" order
xiv. ESU 3 plans when the peak hits to have no more than a couple people in the building
xv. ESU 5 has only a couple in the building, working to decide how to take care of mail, etc when they completely shut down.
xvi. OPS/ESU 19 have been limited to 10 people in the administration building. All ESU staff are working remotely.
xvii. Parents organizing proms/graduations - schools need to discourage from any kind of socializing
xviii. Larianne has a sign they are using- link https://drive.google.com/file/d/1Wshd1WuRvqT2zylDI0PX6obYx2co31Hg/view?usp=sharing
xix. David Cantral (pulmonologist in Kearney) - message about keeping kids away from each other. Children don't show signs, they are a carrier (post on Facebook)

6. Certificated Evaluations (Andrew)
   a. Ohio - Educator Evaluation Systems
   b. Oklahoma (Page 13) - Coronavirus/COVID-19: FAQs for Oklahoma Public Schools Updated March 26, 2020
   c. North Carolina - Department of Natural and Cultural Resources (DNCR) Budget and Finance Review
   d. Matt to visit with Gov. on putting a temporary halt on staff evaluations - evaluations right now should include risk factors, etc. Kraig to share with the Commissioner.
   e. Rex Schultze has shared a step by step protocol to complete observation - for a small fee and you can share out as much as you want. Can ESUCC purchase this?

        i. If Gov. would relax the evaluations, this document would not be needed.
        ii. rschultze@perrylawfirm.com, or jknight@perrylawfirm.com
7. Technology Support Update: Internet Access for Students and Staff (document link)
    a. Teachers that don't have access, students don't have access
    b. ESU 7 - was talking about using old phones as hotspots
    c. Verizon has relaxed on hotspots
    d. Omaha Community Foundation would provide some Sherwood Foundation money for families - fill paperwork out to get this access. Secondary families would only need access.Elementary has printer packets.
    e. LPS has a contract with AT&T for burner phones can only provide hotspot access. $40 phone/month, disposable after this is over.
    f. ESU 4 - https://www.motherboardrecycling.org/covid-19-annoucement.html
        i. Hotspots around town where the students can get to from parking lot
    g. ESU 16 - Western NE, District surveyed students, most had access to internet and hardware. If the student did not have it they were able to provide for them. In Sandhills, they do not have access. Their districts had a plan B to take care of those that don't have access.
    h. From John Skretta - Kraig, do you want ESUCC to aggregate resources that we've been putting together for student access across the state? I think every ESU has been doing different things at the community level to assist schools in ensuring connectivity for all (or virtually all) families?
        i. Do we put a Google Doc to gain what each other are doing across the state? NOC folks to fill out?
    i. From Melissa Wheelock - Schoology has increased customers 400% in the last two weeks…they are trying to catch up which has made it much slower for our schools that have used it for years
        i. From Geraldine - Melissa, I had a conversation with Craig Peterson about this issue. Our schools have experienced the same issues. Craig shared the email with Schoology that she sent to schools.
        ii. https://www.schoology.com/blog/scaling-schoology-increased-demand
8. Social Emotional Support Update-Students, staff & community
    a. What are we doing to help the community?
    b. ESU 5 put out a resource to help parents

c. ESU 3 - holding department meetings - weekly meeting without an agenda to do a check in. Discuss whatever they want to discuss.
d. SDA is meeting twice a week for a check and to be a support system for each other.
e. ESU 16 - providing service to students. They (LMHPS) meet with District staff weekly to coordinate services. Reach out to family and students via zoom or phone calls. Regional PLC - have been meeting weekly to share resources. Beginning to share what lessons look like and how families are responding. Tyler Cronin put together a video - to share with staff.
f. ESU 8 - LMHPs are meeting with students. Staff are beginning to meet without an agenda, just to share. Nurses are having calls to discuss/share.
g. ESU 5 - doing some of the same things as rest. Brenda has been in contact with each staff member with call or email. Those at home with family - discuss craziness. Those with no kids at home talk about loneliness. She is thinking about doing a trivia night, bingo night, quilting with Karen for staff to interact.
h. ESU 3 - to purchase a contract for each staff/family member to meet up to five times a year.

9. Ann Herman-Department of Health Updates
    a. Commissioner would like us to communicate with Ann to discuss some of these issues so that we are on the same page.
    b. This would be a communication piece so we know what they are doing and she can find out what we are doing.
    c. Kraig has invited her to our meeting on Tuesday.
    d. She sent a spreadsheet - wanted feedback from ESUs. ESUs not to do this.
    e. They are working with NE Children and Family
10. Update on reporting to NDE end of year data / Resolution
    a. Is there a resolution out yet?
    b. ESU 2 met with Lane Carr. Keep the answers yes/no - having to give explanations doesn't help anyone.
    c. LPS went with Pass/Fail - concerns for scholarships and sports eligibility
    d. Please add resolution from Larianne
        i. https://pdf.sparqdata.com/AspNetWebForms/APPortal.axd?rt=8&dk=0011CF30RBecnc-HLczR1j8JeNQAGp-G1&r=882131376
        ii. Here is one on closure: https://cdn.education.ne.gov/wp-content/uploads/2018/08/AffidavitofSchoolClosure.rtf.pdf

e. NDE State Board meeting today - may be approving
f. Kraig to ask the commissioner - when we can get better guidelines.

11. From John Skretta - AASA has some good upcoming webinars which include content on providing mental health supports for staff. https://aasa.org/AASA-LeadershipNetwork-webinars.aspx
12. Board Meeting notifications (Dan)
    a. Advertise Zoom
    b. Only need to advertise site if more than a quorum at site
    c. ESU 3 - going to use the webinar feature. Advertise as a regular meeting but not put a link in the advertisement. He will have the Board Room open for the public (no more than 10) This way they won't have to advertise the locations of the Board members.
13. Rule 10 Draft
    a. Is there a draft?
    b. ESU 3 - is on the team but has not seen a draft even for the committee.
14. Adjournment - meeting adjourned at 10:16 am

## Tuesday March 31, 2020

## 2:30 p.m. CST

**Open Meetings Act**
**EO-Public Meetings**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Deb Paulman (late)Sarah Salem, Connie Wickham

Absent: Corey Dahl,
Guest: Dr. Blomstedt, Zainab Rida

Call to order at 2:30 PM

Agenda Items

1. Public - No comment

2. Commissioner was present to say thanks for everyone's help and support. Proud of the ESU structure and work taking place. What do schools need from an education standpoint? What questions do schools have in this next phase? Moving into phases that are looking for patterns and themes he needs to address. What are the common themes? Asking ESU Administrators to be the leaders at the local levels. The reality is that this could continue to impact us through the summer and the fall. Think through ways to organize key themes. Have themes for the Commissioner to address at his next sessions. Have a couple ESU administrators there to help answer/address the issues. Have the top three questions for each week.
    a. ESU 4 do we send directly or send through the form. Circulate through our ESU administrators and come up with common solutions. How unique are the questions? Does it impact more than just one. Kraig to communicate the items to the Commissioner and let him know who the administrators will be on the call to help address.
    b. On behalf of all the ESU Administrators thank you to help get us communicated out as who we are and the role we play. Governor has been using the ESUs as well. There is a mix of boundaries from ESUs to public/businesses.
    c. When was the switch over made? When will the health department extend the dates? Things will be handled from health region/county by county as things progress. Heard April 17, 2020.
    d. When there will be a definite “schools closed for remainder of year” Commissioner looks for this to not happen before the end of school to start opening things back up. Commissioner requested of Governor a statewide DHM approach. Just beginning to see the growth of the virus. He is also working with local health officials. He will work to get a more precise answer for the dates.
    e. Travel authorization forms - information requiring essential personnel to have the form. The Commissioner thought that the Gov. said this is not for NE. This comes into place when there is a shelter in place order.
    f. Reading Improvement Act - what will this look like if we are still under restrictions this summer? Commissioner might be asking the Gov. to release some requirements.
    g. Are Superintendents going to get the format for the Continuity of Learning Plans - Email from Cory. There are two forms- one for publics and one for non-publics. Public https://www.education.ne.gov/publichealth/colp/ - Non public: https://www.education.ne.gov/publichealth/colpnp/

3. Boystown Report - from Dr Schnoes. Data shows how it is affecting students. NDE is starting to put together stuff on social/emotional help. Send ideas/resources to Zainab.
    a. Concerns on visibly impaired (OCR) and assistive technology.
    b. Some ESUs sending and picking up equipment.
    c. Contact ESU 4 NIRC center: http://www.ncecbvi.org/nirc/index.html plus the online catalog: https://ncecbvi.klas.com/
4. School Closing thoughts - ESU 4 - May 1 date for now — trying to figure out what to do with graduation . ESU 6 - Districts want to slow play this a little anyway because if they have to communicate the school year is "over" except for remote learning they are concerned kids may shut down on them. Just one thing I've heard repeatedly from Sups .
   ESU 13 Supt. met that they will be closing for the remainder of the year.
   ESU 15 Supt. met yesterday and discussed the Gov./Commissioner had the same message but was not ready to commit. Already thinking that will happen.
   ESU 5 - will make the final decision by April 22. Once they decide to close for the remainder of the year bring up a whole other group of questions like how are they going to handle graduation, etc.
   ESU 3 - Supts are just waiting for something more emphatic / clearer to communicate because they know parents have been utterly inundated with information from their schools.
   Also from ESU 6 - John was talking with one of our Sups just before this and feeling that now fortunately since NU and some others have said no commencement exercises, it gives cover to High Schools to be able to make that announcement in the coming ...week, two weeks, whatever. That no one can say they didn't see it coming. I'm guessing some of our Sups will want the ESU just to help them coordinate pushing that message out as far as timing of it b/c if neighboring districts have different timing it will create some tension/drama.
   ESU 11 - does not yet have a case in their area
   ESU 9 - had its first case in Hastings yesterday so takes the date out to mid-May, past school being out of session.
   ESU 2 - districts are closed indefinitely. Announced March 25, 2020
   *From Zainab Rida, NDE - NE Children foundation is working on providing flexible funds via Community Response systems in NE to help families purchase laptops, hotspots, cell phones, and the internet. Do you know the school districts that do not have laptops for families? We have heard Omaha and Lincoln have School systems that are providing laptops at home but the other school districts do not have this option? Is this correct? Please let me know what you know. Thank you so much!*

5. What are ESUs thinking in terms of closing entirely? Keeping staff safe and reducing the possibility of any contact? What will be the tipping point?
    a. Any brainstorming how to do mail, accounting, etc?
    b. ESU 6 - “Stay at home order” could be coming sooner than later.
    c. Once ESU 13 had confirmed cases - closed offices. Restricted access to certain hours. Custodial staff will know when and where people are at in the building. The bulk of the work will be done remotely. Set hours to be able to come in and make copies.
    d. ESU 3 - has very limited access in the building. Working to prepare to be completely out of the building. Construction workers are continuing to work. MAil going out only on Wednesday and Friday.
    e. ESU 19 - We have Jabber loaded on PC laptops for teachers/staff so that they can call families and use their district phone numbers. We have VPN's for staff that need to remote into/onto the network.
    f. ESU 17 - has limited staff coming into the office.
    g. ESU 10 - has limited stay coming into the office.
    h. ESU 9 - has limited staff coming into the office.
6. May PDO - moved to Zoom and one day only (May 6).
    a. PD Planning Committee met this morning to discuss the modified agenda for May. Commissioner had agreed to do the opening for this day.
    b. No Rule 84 meeting with NDE on April 9
    c. PD Chair will be meeting next week
    d. April 8 Committee/April 9 Board Meeting Schedule
7. Updates on SPED Billings and what if any questions have arisen on this topic with your schools
    a. Some schools will be upset about paying their invoices.
    b. ESUs are still giving services through telehealth so invoicing is normal.
    c. Paying staff is the same as schools paying staff - requiring to work to continue to provide services. Expect schools to continue to pay fees.
    d. Most have had no push back - most are saying thank you for the help.
8. Are your member schools that closed for April 30th/May 1st wanting to issue a new message for the remainder of the year based on yesterday’s Commissioner’s call?
9. With a State BOE coming up, will this be where the Rule 10 requirements for hours be formally waived? Supts are asking about that as well as graduation requirements.
    a. The Commissioner is going to have the NDE Board create a resolution. Continuity of Learning plan - need to submit a report. Tell them what they are going to do and at the end of the year tell them what other areas they

didn't meet under Rule 10. This will include specific graduation requirements. There are a lot of right ways of doing things right now.

b. Would the commissioner please share the rough draft of the resolution? It will be on the website on Thursday, maybe tomorrow. He needs to meet with his President and VP to go over it.
c. What are ESUs going to do to help NDE to prevent having to do resolutions to adjust for viruses, floods, etc in Rule 10. Expect even snow days in the future/eLearning days.
    i. Build a system to be proactive
    ii. Look at how we are currently doing PD opportunities and how that can affect how we do PD in the future.

10. COOP orders? Any news that any items will be shipped late?
    a. Annual Buy deadline to order is April 9th. After that deadline, orders will be sent to the vendors. Once vendors get our orders, we may hear from them regarding delays in shipping and/or items that may not be shipped.
    b. Promote the importance of getting orders in and approved.
11. Legislation: Heard the petition drive has been halted.
    a. Group letter to be sent out to get to Senators. Only a couple Senators saying this is a good thing.
    b. Deadline to have signatures submitted is early July.
12. What's going to happen if/when tax receipts don't come in; unemployment rates - is this impacting your hiring for next year?
    a. Unemployment rates during this time then the highest single month
    b. Lagging reimbursement - 12-18 months out. Hope for some stimulus money.
    c. How is this going to affect teachers doing student teaching?
13. Adjournment at 3:56 PM

## Friday, March 27, 2020

## 9:00 a.m. CST

Open Meetings Act
EO-Public Meetings

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock, Greg Barnes, Andrew Dick, Deb Paulman, Geraldine Erickson, Sarah Salem, Brenda McNiff

Absent:  Drew Harris, Paul Calvert, Connie Wickham

1. Call to order at 9:00 AM
2. Approve Addendum to the Impero Special Buy agreement
    a. 2020-03-25 Product Addendum to Impero Special Buy Agreement - SaaS.docx
    b. This addendum will include a Web Console Version of Impero

*Approve Addendum to the Impero Special Buy Agreement motioned by Greg Barnes and seconded by Gregg Robke*

Greg Barnes, Andrew Dick, Deb Paulman, Geraldine Erickson, Sarah Salem
Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Melissa Wheelock.  All YAHS

Other:

1. ESUCC Meeting-Governor's Emergency Proclamation End Date
    a. Gov.  Proclamation ends May 31, 2020
    b. Meetings on calendar through the end of June, just in case needed.  We can remove them when not needed.
2. Zoom Meetings
    a. Do we need to advertise each board member's location? ESU 3 will set up Zoom at ESU 3 for the public.
    b. You can not have a quorum in the building.  If there is no quorum, only need to advertise the Zoom location.
    c. Negotiation to go into closed sessions, you can use a breakout room.
    d. ESU 4 Notice https://drive.google.com/file/d/1JKOUowflXIiknV23yWDohi6E0P7VxLyw/view
    e. Chat Session Info https://support.zoom.us/hc/en-us/sections/200787849-Attendee-Features
3. ESUPDO-May (Affiliate Input)
    a. The Executive Director met with affiliate chairs yesterday and they feel it is important to have something in May even if it is virtual.
4. Rule 84 Meeting (possible adjustments)
    a. The Executive Director will meet with Lane Carr and Shirley Vargus to discuss next steps.
5. Facebook posts showing students in Zoom classes - is this a privacy issue?

a. Teachers taking pictures of their class while in session, is this an issue and how do we address?
b. The schools should have policies and have the internet form on which kids can and can not be posted.
c. Use the general classroom rules on zoom that you would in a classroom.

6. FEMA Request for Public Assistance Form
    a. Who is filling out this form? Get an updated form that is not outdated. Suggested schools are to fill this out.
    b. Fill out the form, just in case there is money available.
7. Staff Expectations - responsive, reachable
    a. Trying to keep normal hours - what would you do at work normally?
    b. Honor the work that you are doing. If they have little ones at home, they may need a break but they need to put in the time later on in the day.
    c. ESU 18 - Responsiveness. You should be reachable and responsive. It doesn't have to be immediate, but certainly timely. During school hours, you should be working per your contract (except for breaks here or there). If you need to be gone or unavailable to your remote learners for more than 2 hours, you should access leave. If flexibility or exceptions need to be made regarding this, please contact your principal. If an employee runs out of leave, we will be approving borrowed and donated leave requests. Public Optics: Setting an Example Please keep in mind that you are on contract for your normal work hours during this closure. For example, any social media posts with you out and about in Lincoln, or comments alluding to "days off" during this time will not be viewed in a positive light by the community. We do not want anyone to make a momentary mistake that would reflect anything less than the amazing professionals you are. Be mindful that people know you work for LPS and our staff should be the example of social distancing and professionalism. Unlike winter break, this is not a break. It is a "work from home" situation. We hope you can use this time to keep family healthy, support students, and catch up on that professional reading you never have time to do!
    d. Need to keep in mind mental health, be careful to not totally overload.
    e. The public is watching, try not to be out in public where they can say you are wasting taxpayers money.
    f. NSEA has a response to schools that still have staff reporting.
    g. Everyone who is able to work from home, should be working from home to flatten the curve.
    h. Our response is that the teachers are working harder than ever before. Learning curve for teachers.

i. Emergency Leave/FMLA Leave - work on contingency planning.
j. Bryce Willson tweeted out to track funding throughout this time.

**Bryce Wilson** @NDE_Finance · 5h

I would track any expense related to COVID19 regardless of program or funding source since we have very little guidance or direction at this point. I have heard it may be distributed through the Title I (FY19) formula but that is far from final.

k. If you are having Paras use the emergency leave, this would be general ed expenses - use proper coding.

8. Public comment - None
9. Adjournment - Meeting adjourned 9:47 AM

## Tuesday, March 24

## 2:30 p.m. CST

**Open Meetings Act**

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted DeTurk, Dan Schnoes, Brenda McNiff, Gregg Robke, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Sarah Salem, Connie Wickham

Absent - Deb Paulman
Geraldine Erickson left the meeting at 2:57 PM

1. Consistent School Messaging
   a. Some schools are calling off to end of year, some to April 30
   b. Kraig asked for a more refined message from the Commissioner.
   c. ESU 8 - most are done for the year
   d. County Health Departments have been great to work with.
   e. ESU 11 - going with April 30. Schools are putting out own communications, statements
   f. Andrews Google Document - ESU by ESU Decision - 3-24-20
      i. To add a column for ESU office staff
   g. ESU 17 - thought everyone was on same page and then they started changing their minds. Four of five districts are trying to provide services to students.
   h. Discussions on rescinding health department letters.

i. Dr. Schnoes to share out document of his schools - Please link
j. Discussion on what “indefinitely” means for schools, meaning until further notice when boards meet to change.
k. ESU 7 - Columbus is having a weekly press conference. To share a unified message.

2. Discussions on ESUCC cancellations and/or postponements.

a. ESUCC/Rule 84 Joint April 9 Meeting
Commissioner agreed to postpone due to all other meetings due to Covid-19. -

> From: **Blomstedt, Matt** <Matt.Blomstedt@nebraska.gov>
> Date: Thu, Mar 19, 2020 at 1:47 PM
> Subject: RE: Postpone April 9th Rule 84 Meeting
> To: Kraig Lofquist <klofquist@esucc.org>, Masco, Russ <Russ.Masco@nebraska.gov>
> Cc: Rife, Laura <laura.rife@nebraska.gov>
>
> Kraig - Let’s postpone as you suggest. We can use all of these other calls as our "official" Rule 84 requirement!
>
> **Matthew L. Blomstedt, Ph.D.**
> *Commissioner of Education*

i. Kraig will continue to meet with NDE staff to continue to move forward.
ii. April Board meetings to be held via Zoom
    1. April 8 - Committee 1- 3 - 30 minutes
    2. April 9 - Board Meeting at 9:00-11:00
iii. Schedule Zoom meetings through June - Tues/Thur

*Approve Indefinite Postponement Indefinitely of the Rule 84 meeting due to Covid-19 motioned by Bill Heimann and seconded by Dan Schnoes*
Bill Heimann, Ted DeTurk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Geraldine Erickson, Sarah Salem, Connie Wickham
ALL YAHs

b. May ESUPDO (Kearney)
    i. Is there a possibility to do via Zoom?

        ii. Roast the retirees via Zoom
    c. Other
    d. MSA - are we ready to approve? - will need to take it to our Boards soon
        i. Executive Committee action to move forward in April
3. Billing for SPED
    a. Discussions on how to bill for services during this time.
    b. Miscommunication on schools not getting billed.
    c. Keeping schedules for the district - will get invoiced. Need to pay certified staff. Paras to be paid as well.
    d. ESU 3 - plans to pay Brooke Valley, etc. Trying to take care of services that they can provide. Plan to invoice the full amount, because that is what they are paying staff.
    e. Should ESUCC draft an agreement/letter in case we need it or keep it autonomous. Share amongst administrators so there is the same message. If we do provide a statement, we would want legal to look at but at this time/date getting different messages, changing all the time.
    f. ESPD to meet again but for ESUs ESPD Directors only.
4. NDE Requirements:
    a. During the NCSA zoom yesterday did others hear, “Schools will need to turn in their continuity plans to NDE - answering questions:”
        i. What are you doing in general?
        ii. What are you doing for students with special needs?
    b. Should we consider CC putting together a template for the learning plans for districts? Could SDA possibly create this? Wait for more guidance from NDE.
    c. Will the state issue a template or form or at least indicate with some specificity what the required elements of the learning continuity plans are?
    d. Cory Epler indicates guidance and submission form are being completed by NDE today. General in nature…
        i. I thought I heard Cory Epler state that if you need help with the Continuity Plan to contact your ESU
        ii. If there is a plan, put together one for all ESUs to use. Kraig to discuss with Corey. Also, when the plan is due.
    e. Related to this issue, are schools to be completing an affidavit of closure or ready to do so in event of cancellation? Has the state issued a clear message related to Rule 10 waiver of requirements?
    f. USDOE Continuity of Learning guidance (think this was actually from H1N1)

    g. Will these be attached to the waiver of instruction? Message is changing to yes. We are here to help as long as you continue to educate your kids.
    h. Discussion on grades to give students at the end of year.
        i. No Internet or taking care of sick family
        ii. Share out ideas of what other schools are planning on doing.
5. Possible fiscal and operational implications of Families First Coronavirus Act and FMLA provisions.
    a. Concerns related to certificated personnel whose rights under new law include employees caring for son/daughter whose school or daycare has been closed due to COVID-19 precautions; meaning (possibly unintended side effect) - teachers with children birth to 17 may be entitled to take leave for duration of 'remote' school year.
    b. Justin Knight to have a meeting at 10:00 AM on Thursday, March 26
        i. Families First Coronavirus Response Act - Are You Ready to Slash the Budget? We know your inboxes have been inundated with emails. From new guidance, employee complaints, parent questions, colleague brainstorming and more, this constant barrage can become quickly overwhelming. On Thursday, we will cut through the information overload and let you know exactly what you need to know about the new Families First Coronavirus Response Act. This new federal law will go into effect on April 2nd (one week from the webinar) and could have a major impact on school districts' budgets, beginning on the day that the law is enacted. Join us at 10 a.m. (CT) on Thursday, March 26th for a one-hour, succinct summary of this new law. Presenter, Mr. Justin Knight, Perry Law Firm To join by computer: https://zoom.us/j/822773716 To join by phone: 1-346-248-7799 Meeting ID: 822 773 716
6. Do we know what else NDE needs before the Dept can file an ESEA waiver?
    a. Has there been a specific request for anything needed for this filing. Continuity of Learning Plan submission. Several states have already filed.
7. Classified staff, wages/payments, second jobs?, sped vs. nonsped
    a. Classified Staff - SPED PARA requesting to work other job and work on professional development models. If you are paying them 100%, the answer would be no. Volunteering is different, willing to pay them to volunteer. Possibility to adjust work hours.
    b. Check out Sarah Salem's document
8. Have had requests to have the Sunday meeting at 2:00 PM moved to Monday at 9 CT/8 MT AM. Thoughts?

a. Kraig to touch base with Commissioner to see of the possibility of moving. Several would like to move to free up their Sundays. People need time to decompress, need weekend time, family quality time.
b. Is it possible to turn off the chat, or have a link to a different document so that they can answer at a later time.
c. Media was on the call - courtesy to be stated up front.

9. Legislative update
    a. Coalition meeting today - senators are pushing their property tax cut plan. Write a letter to the newspaper in support of the two bills. Most are saying now is not the time to push these forward. Senators to pass emergency law and then adjourn. Coalition to write a letter to the OWH that this is not the time. Next projections are not to come out until July. Projecting recovery by the third quarter of next year. Encouraging that people are starting to understand ESUs and what we do for schools.
10. Last day to submit proposals for AESA.
11. Craig Peterson was asked about COOP order concerns like toilet paper. Please let administrators know if there are shortages. Sanitary supplies are a current shortage.
12. School Statewide Mental Health Conference group to meet tomorrow to discuss mental health needs. Continue to have a conference scheduled as is and wait to make a call to change to virtually or canceling at a later date. Give thoughts to Dan Schnoes to share with the committee. ***Virtual options will be important***. Find out from the venue when the last date to cancel. Let presenters know that may go virtual.
13. No public Comment
14. Meeting adjourned at 3:50 PM.

## Friday, March 20

## 9:00 a.m. CST

### Covid 19 Discussion Items

**Attendees:** Bill Heimann, Ted Deturk, Dan Schnoes, Gregg Robke, Brenda McNiff, John Skretta, Larianne Polk, Corey Dahl, Drew Harris, Melissa Wheelock, Greg Barnes, Andrew Dick, Paul Calvert, Deb Paulman, Geraldine Erickson, Sarah Salem, Connie Wickham

Call to Order at 9:00 AM

1. Professional Development Days - doing remotely, online if asked
    a. Some schools are trying to determine how to fulfill teacher contract time and have reached out to ESUs for possible staff development.
        i. This is in the idea stage.
            1. Other duties as assigned?
2. Payment of staff

NPERS gave an update yesterday, certified staff is covered.

ESU 7 Classified staff - pay wages, medical leave. Staff is asked to clock in and clock out. Volunteer with the community, share with the supervisor, they can clock in and out. Work+volunteer with remaining medical leave. ESU 7 did not cap on medical leave. Will review every 4 weeks.

Karen Haase shared she is concerned about school vs ESUs. Clarify in your resolution that ESU. Resolution to be in the county your main office is located.

SPED paras can't do "other duties as assigned" work - this will not be reimbursable by NDE. But if it is medical leave - it can be reimbursed. Have them do webinars that are SPED related.

Discussion on those that do not have internet at home. Some providers are offering hotspots.

Professional Development via zoom. Each ESU is different on how they are handling professional development. Affiliates want clarity on what they are to do. Prepare a common message. They want to be utilized and use technology. Each ESU and schools are uniquely different. Create a common landing page for resources to send out to teachers. Reserve some staff days to work later after this is over. Depends on how staff contracts are written if you can reserve those days.

Discussion on teachers missing their students. Provide some mental health resources for these teachers. Making connections to social/emotional wellbeing.

Need to document what we have done and will do. Create a Google Doc that we can capture. SIMPL can capture work and add in documents. Move from being a trauma and to champion the opportunity provided to us.

HERE is the LPS plan for closure for different staff groups.

3. ESU Essential Personnel

4. Educational Delivery Methods

    a. Curated/Vetted Resources-List on ESUCC Website ***USE STRONG DISCLAIMER REGARDING VETTING!*** *(Do we need this?)*
        i. *Streamline by topic*
        ii. *ESU Agnostic (do not detail by individual ESU)*
    b. FERPA Compliance
    c. Education Association

5. Special Education Requirements

    a. FERPA/HIPAA issues with Zoom
    b. OCR

6. ESU Staff requested to go meet with School leaders

7. Decision Making Chain of Command - Governor, Commissioner, Kraig, …..

8. April ESUCC meeting/May PDO?
    a. Rule 84 Meeting - postponed indefinitely

    b. KSB Q & A:
        i. Here is the document to record your questions to "Stump the Chump"

9. Community Resource Plan/Follow Through Email Link from NDE
    a. ESUs will be hosts of this community response work and be announced soon by the Governor and Department of Education. ESU10 and our organizations are ahead of this curve thanks to Nebraska Children and Families Foundation.
    b. I am working closely with Melissa Wheelock, ESU10 Administrator, to ensure we are not duplicating work. Melissa is very busy this week getting 33 schools up on e-learning and we hope to reconnect next week and see **what role we play to support their work and what we can hand off.**

Getting meals out to students has been the biggest need currently. Need for schools to have psychs, counselors access.

10. ESUCC Online Learning Platform - online content, zoom, to be better prepared
11. Hanover Research related to Covid-19
12. Any guidance on teacher evaluation guidance and waivers? Justin Knight did a Zoom meeting for Board Members and shared if teachers are teaching via online resources that principals can observe to get the evaluations done.

13. Other

Meeting adjourned at 10:25 AM

**Educational Service Unit Coordinating Council**
**ESUCC Board Meeting - Covid 19**
**May 1, 2020 at 9:00 AM Central**
**Zoom**

**Attendance Taken at 9:01 AM.**

| | |
|---|---|
| Greg Barnes (ESU 11): | Absent |
| Paul Calvert (ESU 15): | Present |
| Corey Dahl (ESU 08): | Present |
| Ted DeTurk (ESU 02): | Present |
| Andrew Dick (ESU 13): | Present |
| Geraldine Erickson (ESU 17): | Present |
| Drew Harris (ESU 09): | Present |
| Bill Heimann (ESU 01): | Present |
| Brenda McNiff (ESU 05): | Present |
| Deb Paulman (ESU 16): | Present |
| Larianne Polk (ESU 07): | Present |
| Gregg Robke (ESU 04): | Present |
| Sarah Salem (ESU 18): | Absent |
| Dan Schnoes (ESU 03): | Present |
| John Skretta (ESU 06): | Present |
| Melissa Wheelock (ESU 10): | Present |
| Constance Wickham (ESU 19): | Present |

**ESU Coordinating Council Information**
**Educational Service Unit Coordinating Council Regular Meeting**
**Video Conference Sites: All**

**Call to Order**
Call to order at 9:00 AM

Staff: Kraig Lofquist, Deb Hericks, Priscilla Quintana

**Roll Call**
**Request to Address the ESUCC Board Form**
https://bit.ly/35kGpBU

**Supporting New Teachers**
Kelly Clapp, ESU 10 was present to discuss supporting new teacher. She was asked to join a meeting with Kim Snyder at NDE to discuss supporting new teachers through Covid-19.

**Executive Director Report**
**Meeting Schedule Reminder**
Executive Director reviewed the committee and board schedule for Monday, May 4.

**Rule 84 Team Updates**
The core team for Rule 84 met and discussed the three initiatives. Executive Director and Russ Masco, NDE are working with the individual group leaders for the following Instructional Supports, Continuous Improvement, Leadership and Educator Effectiveness

**ESUPDO**
ESU PDO will be on May 6 virtually. We will be honoring retirees throughout the day.

**Covid-19 and Other Related Issues**
**Commissioner Blomstedt – Petition**
**NE Rule 62**
**153 Rule 62 Petition**
Board President gave an update on the written petition to the Nebraska State School Board in conjunction with Nebraska Rule 62. The petition shall seek to address the numerous issues confronting Nebraska schools and ESUs related to the extraordinary circumstances created by the Covid-19 Pandemic. Such issues include, but are not limited to accreditation, operations, transportation, transitions, etc. Commissioner requested the petition to be submitted. Commissioner was present to discuss the petition. State Board can invite someone to submit a petition. Secondly, this will help the Board to be more responsive. Could possibly be asked to do this again this Fall to continue to address needs. Discussed the timeline for this process. Commissioner hopes to present this to the NDE Board at their meeting next week, the petition will need to be in to NDE by Wednesday. If that isn't possible submit by the beginning of June. The petition will address items yet to come. This is a judicial action for the Board. As a regulatory body the NDE Board follow their own rules, this petition will guide their work to help make decisions prior to the deadlines. Affidavits happen after the fact in order to NDE Board to waive actions. By asking the ESUCC to submit this petition, the ESUCC involves all stakeholders as we bring everything forward for the entire state.

It is recommended that the ESUCC Board approve a comprehensive written petition to the Nebraska State School Board in conjunction with Nebraska Rule 62. The petition shall seek to address the numerous issues confronting Nebraska schools and ESUs related to the extraordinary circumstances created by the Covid-19 Pandemic. Such issues include, but are not limited to accreditation, operations, transportation, transitions, etc. Passed with a motion by Dr. Dan Schnoes (ESU 03) and a second by Dr. John Skretta (ESU 06).

| | |
|---|---|
| Paul Calvert (ESU 15): | Yea |
| Corey Dahl (ESU 08): | Yea |
| Ted DeTurk (ESU 02): | Yea |
| Andrew Dick (ESU 13): | Yea |
| Geraldine Erickson (ESU 17): | Yea |
| Drew Harris (ESU 09): | Yea |
| Bill Heimann (ESU 01): | Yea |
| Brenda McNiff (ESU 05): | Yea |
| Deb Paulman (ESU 16): | Yea |
| Larianne Polk (ESU 07): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dan Schnoes (ESU 03): | Yea |
| Dr. John Skretta (ESU 06): | Yea |
| Melissa Wheelock (ESU 10): | Yea |
| Constance Wickham (ESU 19): | Yea |

Yea: 15, Nay: 0

**Public Comment**
There was no public comment.

**Adjournment**
Meeting adjourned at 9:45 AM.

Adjusted Budget, March 2020

| ORG UNIT | | ACCOUNT TITLE | | BUDGET | PERIOD EXP | ENCUMBRANCES | YEAR TO DATE ENC + EXP | AVAILABLE | YTD/ BUD |
|---|---|---|---|---|---|---|---|---|---|
| 1202310100 | 20540 | ADMIN BOARD EXP/DUES | ADVERTISING | $1,000.00 | $0.00 | $0.00 | $523.52 | $476.48 | 52.35 |
| 1202310100 | 20810 | ADMIN BOARD EXP/DUES | DUES/FEES | $15,429.00 | $0.00 | $0.00 | $15,637.18 | -$208.18 | 101.35 |
| 1202510100 | 20315 | ADMIN FISCAL SERVICES | ACCT/AUDIT | $15,830.00 | $206.00 | $0.00 | $1,280.78 | $14,549.22 | 8.09 |
| 1202330100 | 20314 | ADMIN LEGAL/GOVT RELATION | GOVT RELATIONS | $28,700.00 | $0.00 | $0.00 | $14,309.66 | $14,390.34 | 49.86 |
| 1202330100 | 20317 | ADMIN LEGAL/GOVT RELATION | LEGAL | $15,050.00 | $790.13 | $0.00 | $5,126.27 | $9,923.73 | 34.06 |
| 1202560100 | 20531 | ADMIN POSTAGE | POSTAGE/POSTAGE METER | $350.00 | $14.51 | $0.00 | $96.84 | $253.16 | 27.67 |
| 1202530100 | 20550 | ADMIN PRINT/PUB/DUP | PRINTING/BINDING | $1,000.00 | $94.90 | $0.00 | $674.23 | $325.77 | 67.42 |
| 1202610100 | 20440 | ADMIN RENT/LEASE | RENT | $3,493.00 | $230.11 | $0.00 | $1,380.66 | $2,112.34 | 39.53 |
| 1202610100 | 20520 | ADMIN RENT/LEASE | INSURANCE | $9,999.00 | $0.00 | $0.00 | $1,918.00 | $8,081.00 | 19.18 |
| 1202320100 | 20110 | ADMIN SALARY EXEC DIRECTO | SALARIES | $84,506.00 | $7,794.20 | $0.00 | $46,765.16 | $37,740.84 | 55.34 |
| 1202320100 | 20220 | ADMIN SALARY EXEC DIRECTO | SOCIAL SECURITY | $6,465.00 | $535.58 | $0.00 | $3,145.94 | $3,319.06 | 48.66 |
| 1202320100 | 20230 | ADMIN SALARY EXEC DIRECTO | RETIREMENT | $9,239.00 | $769.89 | $0.00 | $4,619.34 | $4,619.66 | 50 |
| 1202320100 | 20270 | ADMIN SALARY EXEC DIRECTO | WORK COMP | $562.00 | $46.76 | $0.00 | $280.56 | $281.44 | 49.92 |
| 1202320100 | 20290 | ADMIN SALARY EXEC DIRECTO | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202320100 | 20330 | ADMIN SALARY EXEC DIRECTO | PROF DEV | $400.00 | $0.00 | $0.00 | $0.00 | $400.00 | 0 |
| 1202320100 | 20333 | ADMIN SALARY EXEC DIRECTO | MILEAGE | $6,000.00 | $317.40 | $0.00 | $2,052.49 | $3,947.51 | 34.21 |
| 1202320100 | 20580 | ADMIN SALARY EXEC DIRECTO | TRAVEL (EXCEPT MILEAGE) | $19,915.00 | $1,983.03 | $0.00 | $7,960.72 | $11,954.28 | 39.97 |
| 1202320100 | 20610 | ADMIN SALARY EXEC DIRECTO | SUPPLIES | $400.00 | $49.79 | $0.00 | $275.60 | $124.40 | 68.9 |
| 1202800100 | 20110 | ADMIN STAFF SALARY | SALARIES | $54,218.00 | $4,518.20 | $0.00 | $27,109.26 | $27,108.74 | 50 |
| 1202800100 | 20220 | ADMIN STAFF SALARY | SOCIAL SECURITY | $3,511.00 | $290.74 | $0.00 | $1,744.43 | $1,766.57 | 49.68 |
| 1202800100 | 20230 | ADMIN STAFF SALARY | RETIREMENT | $5,355.00 | $446.30 | $0.00 | $2,677.80 | $2,677.20 | 50.01 |
| 1202800100 | 20270 | ADMIN STAFF SALARY | WORK COMP | $325.00 | $27.10 | $0.00 | $162.56 | $162.44 | 50.02 |
| 1202800100 | 20290 | ADMIN STAFF SALARY | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202800100 | 20333 | ADMIN STAFF SALARY | MILEAGE | $4,500.00 | $466.90 | $0.00 | $1,968.05 | $2,531.95 | 43.73 |
| 1202800100 | 20580 | ADMIN STAFF SALARY | TRAVEL (EXCEPT MILEAGE) | $2,000.00 | $740.56 | $0.00 | $1,458.66 | $541.34 | 72.93 |
| 1202580100 | 20320 | ADMIN TECH SERVICES | CONTRACTED SERVICES | $3,000.00 | $0.00 | $0.00 | $2,450.00 | $550.00 | 81.67 |
| 1202580100 | 20530 | ADMIN TECH SERVICES | COMPUTER/INTERNET/PHONE | $100.00 | $0.00 | $0.00 | $153.28 | -$53.28 | 153.28 |
| 1202580100 | 20650 | ADMIN TECH SERVICES | TECH SOFTWARE/SUPPLIES | $133.00 | $0.00 | $0.00 | $218.40 | -$85.40 | 164.21 |
| 1202580100 | 20734 | ADMIN TECH SERVICES | TECH HARDWARE | $0.00 | $0.00 | $0.00 | $794.69 | -$794.69 | 0 |
| | | | | **$291,480.00** | **$19,322.10** | **$0.00** | **$144,784.08** | **$146,695.92** | **49.67%** |
| | | | | | | | | | |
| 1202310620 | 20810 | BL DEC BOARD EXP/DUES | DUES/FEES | $310.00 | $0.00 | $0.00 | $0.00 | $310.00 | 0 |
| 1202320620 | 20110 | BL DEC EXEC SALARY/EXP | SALARIES | $60,984.00 | $5,624.67 | $0.00 | $33,748.05 | $27,235.95 | 55.34 |
| 1202320620 | 20220 | BL DEC EXEC SALARY/EXP | SOCIAL SECURITY | $4,665.00 | $386.50 | $0.00 | $2,270.26 | $2,394.74 | 48.67 |
| 1202320620 | 20230 | BL DEC EXEC SALARY/EXP | RETIREMENT | $6,667.00 | $555.59 | $0.00 | $3,333.54 | $3,333.46 | 50 |
| 1202320620 | 20270 | BL DEC EXEC SALARY/EXP | WORK COMP | $405.00 | $33.75 | $0.00 | $202.50 | $202.50 | 50 |
| 1202320620 | 20290 | BL DEC EXEC SALARY/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202510620 | 20315 | BL DEC FISCAL SERVICES | ACCT/AUDIT | $1,085.00 | $0.00 | $0.00 | $29.60 | $1,055.40 | 2.73 |
| 1202330620 | 20317 | BL DEC LEGAL/GOVT RELATIO | LEGAL | $1,225.00 | $64.31 | $0.00 | $417.26 | $807.74 | 34.06 |
| 1202560620 | 20531 | BL DEC POSTAGE | POSTAGE/POSTAGE METER | $100.00 | $0.00 | $0.00 | $6.50 | $93.50 | 6.5 |
| 1202530620 | 20550 | BL DEC PRINT/PUB/DUP | PRINTING/BINDING | $500.00 | $0.00 | $0.00 | $20.48 | $479.52 | 4.1 |
| 1202250620 | 20640 | BL DEC PRO DEV | PERIODICALS/BOOKS | $250.00 | $0.00 | $0.00 | $0.00 | $250.00 | 0 |
| 1202520620 | 20610 | BL DEC PURCHASE/WAREHOUSE | SUPPLIES | $500.00 | $30.00 | $0.00 | $32.94 | $467.06 | 6.59 |
| 1202610620 | 20440 | BL DEC RENT/LEASE | RENT | $4,484.00 | $184.50 | $0.00 | $1,107.00 | $3,377.00 | 24.69 |
| 1202800620 | 20110 | BL DEC STAFF SALARY/EXP | SALARIES | $123,021.00 | $2,413.35 | $0.00 | $48,976.17 | $74,044.83 | 39.81 |
| 1202800620 | 20220 | BL DEC STAFF SALARY/EXP | SOCIAL SECURITY | $8,130.00 | $166.01 | $0.00 | $3,268.82 | $4,861.18 | 40.21 |
| 1202800620 | 20230 | BL DEC STAFF SALARY/EXP | RETIREMENT | $12,151.00 | $238.39 | $0.00 | $4,770.59 | $7,380.41 | 39.26 |
| 1202800620 | 20270 | BL DEC STAFF SALARY/EXP | WORK COMP | $738.00 | $14.47 | $0.00 | $274.82 | $463.18 | 37.24 |
| 1202800620 | 20290 | BL DEC STAFF SALARY/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202800620 | 20333 | BL DEC STAFF SALARY/EXP | MILEAGE | $4,000.00 | $0.00 | $0.00 | $1,907.62 | $2,092.38 | 47.69 |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 1202800620 | 20580 | BL DEC STAFF SALARY/EXP | TRAVEL (EXCEPT MILEAGE) | $5,131.00 | $0.00 | $0.00 | $1,645.39 | $3,485.61 | 32.07 |
| 1202800620 | 20733 | BL DEC STAFF SALARY/EXP | FURNITURE | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202580620 | 20110 | BL DEC TECH SERVICES | SALARIES | $69,202.00 | $5,766.79 | $0.00 | $34,600.72 | $34,601.28 | 50 |
| 1202580620 | 20220 | BL DEC TECH SERVICES | SOCIAL SECURITY | $5,294.00 | $432.55 | $0.00 | $2,595.30 | $2,698.70 | 49.02 |
| 1202580620 | 20230 | BL DEC TECH SERVICES | RETIREMENT | $6,836.00 | $569.63 | $0.00 | $3,417.78 | $3,418.22 | 50 |
| 1202580620 | 20270 | BL DEC TECH SERVICES | WORK COMP | $416.00 | $34.59 | $0.00 | $207.54 | $208.46 | 49.89 |
| 1202580620 | 20290 | BL DEC TECH SERVICES | OTHER BENEFITS | $0.00 | $3.50 | $0.00 | $21.00 | -$21.00 | 0 |
| 1202580620 | 20320 | BL DEC TECH SERVICES | CONTRACTED SERVICES | $15,500.00 | $0.00 | $0.00 | $5,000.00 | $10,500.00 | 32.26 |
| 1202580620 | 20530 | BL DEC TECH SERVICES | COMPUTER/INTERNET/PHONE | $976.00 | $89.09 | $0.00 | $1,648.99 | -$672.99 | 168.95 |
| 1202580620 | 20650 | BL DEC TECH SERVICES | TECH SOFTWARE/SUPPLIES | $160.00 | $0.00 | $0.00 | $201.06 | -$41.06 | 125.66 |
| 1202580620 | 20734 | BL DEC TECH SERVICES | TECH HARDWARE | $0.00 | $0.00 | $0.00 | $179.80 | -$179.80 | 0 |
| | | | | **$332,730.00** | **$16,607.69** | **$0.00** | **$149,883.73** | **$182,846.27** | **45.05%** |
| 1202320600 | 20110 | BL IMAT EXEC DIR SALARY/E | SALARIES | $10,454.00 | $964.24 | $0.00 | $5,785.38 | $4,668.62 | 55.34 |
| 1202320600 | 20220 | BL IMAT EXEC DIR SALARY/E | SOCIAL SECURITY | $800.00 | $66.26 | $0.00 | $389.20 | $410.80 | 48.65 |
| 1202320600 | 20230 | BL IMAT EXEC DIR SALARY/E | RETIREMENT | $1,143.00 | $95.24 | $0.00 | $571.44 | $571.56 | 49.99 |
| 1202320600 | 20270 | BL IMAT EXEC DIR SALARY/E | WORK COMP | $69.00 | $5.79 | $0.00 | $34.74 | $34.26 | 50.35 |
| 1202510600 | 20315 | BL IMAT FISCAL SERVICES | ACCT/AUDIT | $1,085.00 | $0.00 | $0.00 | $0.00 | $1,085.00 | 0 |
| 1202330600 | 20317 | BL IMAT LEGAL/GOVT RELATI | LEGAL | $1,225.00 | $64.31 | $0.00 | $402.91 | $822.09 | 32.89 |
| 1202560600 | 20531 | BL IMAT POSTAGE | POSTAGE/POSTAGE METER | $25.00 | $0.50 | $0.00 | $27.00 | -$2.00 | 108 |
| 1202520600 | 20320 | BL IMAT PURCHASE/WAREHOUS | CONTRACTED SERVICES | $1,000.00 | $0.00 | $0.00 | $0.00 | $1,000.00 | 0 |
| 1202520600 | 20900 | BL IMAT PURCHASE/WAREHOUS | OTHER PROGRAM PUCHASES | $111,530.00 | $0.00 | $0.00 | $111,529.25 | $0.75 | 100 |
| 1202610600 | 20440 | BL IMAT RENT/LEASE | RENT | $4,397.00 | $96.39 | $0.00 | $4,078.34 | $318.66 | 92.75 |
| 1202800600 | 20110 | BL IMAT STAFF SALARY/EXP | SALARIES | $68,495.00 | $3,748.26 | $0.00 | $31,113.68 | $37,381.32 | 45.42 |
| 1202800600 | 20220 | BL IMAT STAFF SALARY/EXP | SOCIAL SECURITY | $4,851.00 | $276.20 | $0.00 | $2,225.43 | $2,625.57 | 45.88 |
| 1202800600 | 20230 | BL IMAT STAFF SALARY/EXP | RETIREMENT | $6,766.00 | $370.24 | $0.00 | $3,056.53 | $3,709.47 | 45.17 |
| 1202800600 | 20270 | BL IMAT STAFF SALARY/EXP | WORK COMP | $411.00 | $22.48 | $0.00 | $181.88 | $229.12 | 44.25 |
| 1202800600 | 20290 | BL IMAT STAFF SALARY/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202800600 | 20333 | BL IMAT STAFF SALARY/EXP | MILEAGE | $1,500.00 | $301.31 | $0.00 | $618.57 | $881.43 | 41.24 |
| 1202800600 | 20580 | BL IMAT STAFF SALARY/EXP | TRAVEL (EXCEPT MILEAGE) | $500.00 | $13.98 | $0.00 | $307.30 | $192.70 | 61.46 |
| 1202800600 | 20610 | BL IMAT STAFF SALARY/EXP | SUPPLIES | $50.00 | $30.00 | $0.00 | $79.97 | -$29.97 | 159.94 |
| 1202580600 | 20530 | BL IMAT TECH SERVICES | COMPUTER/INTERNET/PHONE | $886.00 | $101.81 | $0.00 | $951.27 | -$65.27 | 107.37 |
| 1202580600 | 20650 | BL IMAT TECH SERVICES | TECH SOFTWARE/SUPPLIES | $342.00 | $0.00 | $0.00 | $223.28 | $118.72 | 65.29 |
| 1202580600 | 20734 | BL IMAT TECH SERVICES | TECH HARDWARE | $0.00 | $0.00 | $0.00 | $179.80 | -$179.80 | 0 |
| | | | | **$215,529.00** | **$6,157.01** | **$0.00** | **$161,755.97** | **$53,773.03** | **75.05%** |
| 1202310300 | 20540 | COOP BOARD EXP/DUES | ADVERTISING | $1,000.00 | $0.00 | $0.00 | $0.00 | $1,000.00 | 0 |
| 1202310300 | 20810 | COOP BOARD EXP/DUES | DUES/FEES | $2,690.00 | $0.00 | $0.00 | $0.00 | $2,690.00 | 0 |
| 1202320300 | 20110 | COOP EXEC DIR SALARY/EXP | SALARIES | $8,712.00 | $803.53 | $0.00 | $4,821.17 | $3,890.83 | 55.34 |
| 1202320300 | 20220 | COOP EXEC DIR SALARY/EXP | SOCIAL SECURITY | $666.00 | $55.21 | $0.00 | $324.30 | $341.70 | 48.69 |
| 1202320300 | 20230 | COOP EXEC DIR SALARY/EXP | RETIREMENT | $953.00 | $79.37 | $0.00 | $476.22 | $476.78 | 49.97 |
| 1202320300 | 20270 | COOP EXEC DIR SALARY/EXP | WORK COMP | $57.00 | $4.82 | $0.00 | $28.92 | $28.08 | 50.74 |
| 1202320300 | 20290 | COOP EXEC DIR SALARY/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202510300 | 20315 | COOP FISCAL SERVICES | ACCT/AUDIT | $13,330.00 | $0.00 | $0.00 | $0.00 | $13,330.00 | 0 |
| 1202330300 | 20317 | COOP LEGAL/GOVT RELATIONS | LEGAL | $15,050.00 | $727.12 | $0.00 | $5,077.58 | $9,972.42 | 33.74 |
| 1202330300 | 20820 | COOP LEGAL/GOVT RELATIONS | JUDGEMENTS/SETTLEMENTS | $33,333.00 | $0.00 | $0.00 | $33,333.34 | -$0.34 | 100 |
| 1202560300 | 20531 | COOP POSTAGE | POSTAGE/POSTAGE METER | $1,500.00 | $177.07 | $0.00 | $592.81 | $907.19 | 39.52 |
| 1202530300 | 20550 | COOP PRINT/PUB/DUP | PRINTING/BINDING | $400.00 | $17.50 | $0.00 | $105.00 | $295.00 | 26.25 |
| 1202520300 | 20610 | COOP PURCHASE/WAREHOUSE/I | SUPPLIES | $1,200.00 | $40.99 | $0.00 | $42.83 | $1,157.17 | 3.57 |
| 1202520300 | 20900 | COOP PURCHASE/WAREHOUSE/I | OTHER PROGRAM PUCHASES | $5,565.00 | -$444.05 | $1,068.00 | $5,564.53 | $0.47 | 100 |
| 1202610300 | 20440 | COOP RENT/LEASE | RENT | $13,063.00 | $683.66 | $0.00 | $4,869.96 | $8,193.04 | 37.28 |
| 1202610300 | 20520 | COOP RENT/LEASE | INSURANCE | $384.00 | $32.00 | $0.00 | $192.00 | $192.00 | 50 |
| 1202800300 | 20110 | COOP STAFF SALARIES/EXP | SALARIES | $228,969.00 | $19,080.73 | $0.00 | $114,484.46 | $114,484.54 | 50 |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 1202800300 | 20220 | COOP STAFF SALARIES/EXP | SOCIAL SECURITY | $14,059.00 | $1,146.79 | $0.00 | $6,880.80 | $7,178.20 | 48.94 |
| 1202800300 | 20230 | COOP STAFF SALARIES/EXP | RETIREMENT | $22,617.00 | $1,884.75 | $0.00 | $11,308.51 | $11,308.49 | 50 |
| 1202800300 | 20270 | COOP STAFF SALARIES/EXP | WORK COMP | $1,375.00 | $114.51 | $0.00 | $687.06 | $687.94 | 49.97 |
| 1202800300 | 20290 | COOP STAFF SALARIES/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202800300 | 20333 | COOP STAFF SALARIES/EXP | MILEAGE | $7,500.00 | $176.53 | $0.00 | $1,513.19 | $5,986.81 | 20.18 |
| 1202800300 | 20580 | COOP STAFF SALARIES/EXP | TRAVEL (EXCEPT MILEAGE) | $7,500.00 | $1,748.90 | $0.00 | $4,674.24 | $2,825.76 | 62.32 |
| 1202580300 | 20320 | COOP TECH SERVICES | CONTRACTED SERVICES | $6,700.00 | $0.00 | $0.00 | $360.00 | $6,340.00 | 5.37 |
| 1202580300 | 20530 | COOP TECH SERVICES | COMPUTER/INTERNET/PHONE | $1,271.00 | $147.64 | $0.00 | $1,098.57 | $172.43 | 86.43 |
| 1202580300 | 20650 | COOP TECH SERVICES | TECH SOFTWARE/SUPPLIES | $76,121.00 | $42.49 | $49.16 | $76,151.91 | -$30.91 | 100.04 |
| 1202580300 | 20734 | COOP TECH SERVICES | TECH HARDWARE | $2,200.00 | $0.00 | $0.00 | $354.76 | $1,845.24 | 16.13 |
| | | | | **$466,215.00** | **$26,519.56** | **$1,117.16** | **$272,942.16** | **$193,272.84** | **58.54%** |
| 1202800570 | 20110 | INNOVATIVE STAFF SALARIES | SALARIES | $44,162.00 | $0.00 | $0.00 | $0.00 | $44,162.00 | 0 |
| 1202800570 | 20220 | INNOVATIVE STAFF SALARIES | SOCIAL SECURITY | $3,726.00 | $0.00 | $0.00 | $0.00 | $3,726.00 | 0 |
| 1202800570 | 20230 | INNOVATIVE STAFF SALARIES | RETIREMENT | $3,374.00 | $0.00 | $0.00 | $0.00 | $3,374.00 | 0 |
| 1202800570 | 20270 | INNOVATIVE STAFF SALARIES | WORK COMP | $53.00 | $0.00 | $0.00 | $0.00 | $53.00 | 0 |
| | | | | **$51,315.00** | **$0.00** | **$0.00** | **$0.00** | **$51,315.00** | **0.00%** |
| 1202250560 | 20320 | PDO CRISIS PRO DEV | CONTRACTED SERVICES | $60,000.00 | $0.00 | $0.00 | $53,388.16 | $6,611.84 | 88.98 |
| 1202250560 | 20580 | PDO CRISIS PRO DEV | TRAVEL (EXCEPT MILEAGE) | $15,000.00 | $0.00 | $0.00 | $6,785.85 | $8,214.15 | 45.24 |
| 1202250530 | 20580 | PDO ESPD PRO DEV | TRAVEL (EXCEPT MILEAGE) | $1,000.00 | $199.71 | $0.00 | $199.71 | $800.29 | 19.97 |
| 1203575570 | 20320 | PDO INNOVATIVE GRANT | CONTRACTED SERVICES | $80,756.00 | $0.00 | $0.00 | $52,121.60 | $28,634.40 | 64.54 |
| 1203575570 | 20330 | PDO INNOVATIVE GRANT | PROF DEV | $9,508.00 | $0.00 | $0.00 | $0.00 | $9,508.00 | 0 |
| 1203575570 | 20333 | PDO INNOVATIVE GRANT | MILEAGE | $6,000.00 | $0.00 | $0.00 | $61.48 | $5,938.52 | 1.02 |
| 1203575570 | 20580 | PDO INNOVATIVE GRANT | TRAVEL (EXCEPT MILEAGE) | $1,437.00 | $0.00 | $0.00 | $2,924.51 | -$1,487.51 | 203.51 |
| 1203575570 | 20610 | PDO INNOVATIVE GRANT | SUPPLIES | $543.00 | $0.00 | $0.00 | $2.50 | $540.50 | 0.46 |
| 1203575570 | 20734 | PDO INNOVATIVE GRANT | TECH HARDWARE | $64,944.00 | $0.00 | $0.00 | $0.00 | $64,944.00 | 0 |
| 1202330500 | 20317 | PDO LEGAL/GOVT RELATIONS | LEGAL | $1,000.00 | $535.50 | $0.00 | $850.50 | $149.50 | 85.05 |
| 1202250510 | 20330 | PDO NOC PROF DEV | PROF DEV | $21,000.00 | -$535.50 | $0.00 | $16,164.50 | $4,835.50 | 76.97 |
| 1202250510 | 20580 | PDO NOC PROF DEV | TRAVEL (EXCEPT MILEAGE) | $3,050.00 | $0.00 | $0.00 | $593.87 | $2,456.13 | 19.47 |
| 1202250510 | 20640 | PDO NOC PROF DEV | PERIODICALS/BOOKS | $6,000.00 | $0.00 | $0.00 | $0.00 | $6,000.00 | 0 |
| 1202560500 | 20531 | PDO POSTAGE | POSTAGE/POSTAGE METER | $250.00 | $2.00 | $0.00 | $25.65 | $224.35 | 10.26 |
| 1202520500 | 20610 | PDO PURCHASE/WAREHOUSE/DI | SUPPLIES | $500.00 | $0.00 | $0.00 | $69.09 | $430.91 | 13.82 |
| 1202250520 | 20330 | PDO SDA PRO DEV | PROF DEV | $14,480.00 | $0.00 | $0.00 | $15,371.70 | -$891.70 | 106.16 |
| 1202250520 | 20580 | PDO SDA PRO DEV | TRAVEL (EXCEPT MILEAGE) | $8,600.00 | $561.82 | $0.00 | $2,806.82 | $5,793.18 | 32.64 |
| 1202250520 | 20640 | PDO SDA PRO DEV | PERIODICALS/BOOKS | $750.00 | $0.00 | $0.00 | $750.00 | $0.00 | 100 |
| 1202800500 | 20110 | PDO STAFF SALARIES/EXP | SALARIES | $7,238.00 | $603.14 | $0.00 | $3,618.86 | $3,619.14 | 50 |
| 1202800500 | 20220 | PDO STAFF SALARIES/EXP | SOCIAL SECURITY | $489.00 | $40.76 | $0.00 | $244.56 | $244.44 | 50.01 |
| 1202800500 | 20230 | PDO STAFF SALARIES/EXP | RETIREMENT | $715.00 | $59.58 | $0.00 | $357.48 | $357.52 | 50 |
| 1202800500 | 20270 | PDO STAFF SALARIES/EXP | WORK COMP | $43.00 | $3.62 | $0.00 | $21.72 | $21.28 | 50.51 |
| 1202800500 | 20330 | PDO STAFF SALARIES/EXP | PROF DEV | $9,000.00 | $81.53 | $15,524.95 | $19,058.38 | -$10,058.38 | 211.76 |
| 1202800500 | 20333 | PDO STAFF SALARIES/EXP | MILEAGE | $500.00 | $0.00 | $0.00 | $0.00 | $500.00 | 0 |
| 1202800500 | 20580 | PDO STAFF SALARIES/EXP | TRAVEL (EXCEPT MILEAGE) | $4,000.00 | $1,835.00 | $0.00 | $1,835.00 | $2,165.00 | 45.88 |
| 1203500500 | 20320 | PDO STATE GRANTS | CONTRACTED SERVICES | $8,275.00 | $500.00 | $7,775.00 | $8,275.00 | $0.00 | 100 |
| 1202580500 | 20320 | PDO TECH SERVICES | CONTRACTED SERVICES | $4,000.00 | $0.00 | $0.00 | $1,500.00 | $2,500.00 | 37.5 |
| 1202580500 | 20650 | PDO TECH SERVICES | TECH SOFTWARE/SUPPLIES | $0.00 | $0.00 | $0.00 | $36.00 | -$36.00 | 0 |
| 1202250540 | 20330 | PDO TLT PRO DEV | PROF DEV | $14,078.00 | $1,000.00 | $0.00 | $8,869.00 | $5,209.00 | 63 |
| 1202250540 | 20580 | PDO TLT PRO DEV | TRAVEL (EXCEPT MILEAGE) | $2,800.00 | $293.69 | $0.00 | $293.69 | $2,506.31 | 10.49 |
| | | | | **$345,956.00** | **$5,180.85** | **$23,299.95** | **$196,225.63** | **$149,730.37** | **56.72%** |
| 1202320400 | 20110 | SRS EXEC DIR SALARIES/EXP | SALARIES | $9,583.00 | $883.88 | $0.00 | $5,303.23 | $4,279.77 | 55.34 |
| 1202320400 | 20220 | SRS EXEC DIR SALARIES/EXP | SOCIAL SECURITY | $733.00 | $60.74 | $0.00 | $356.78 | $376.22 | 48.67 |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| 1202320400 | 20230 | SRS EXEC DIR SALARIES/EXP | RETIREMENT | $1,048.00 | $87.31 | | $0.00 | $523.86 | $524.14 | 49.99 |
| 1202320400 | 20270 | SRS EXEC DIR SALARIES/EXP | WORK COMP | $63.00 | $5.30 | | $0.00 | $31.80 | $31.20 | 50.48 |
| 1202320400 | 20290 | SRS EXEC DIR SALARIES/EXP | OTHER BENEFITS | $0.00 | $0.00 | | $0.00 | $0.00 | $0.00 | 0 |
| 1202510400 | 20315 | SRS FISCAL SERVICES | ACCT/AUDIT | $2,170.00 | $0.00 | | $0.00 | $0.00 | $2,170.00 | 0 |
| 1202330400 | 20317 | SRS LEGAL/GOVT RELATIONS | LEGAL | $2,450.00 | $128.63 | | $0.00 | $834.51 | $1,615.49 | 34.06 |
| 1202560400 | 20531 | SRS POSTAGE | POSTAGE/POSTAGE METER | $50.00 | $1.50 | | $0.00 | $10.15 | $39.85 | 20.3 |
| 1202530400 | 20550 | SRS PRINT/PUB/DUP | PRINTING/BINDING | $300.00 | $31.64 | | $0.00 | $220.63 | $79.37 | 73.54 |
| 1202520400 | 20610 | SRS PURCHASE/WAREHOUSE/DI | SUPPLIES | $500.00 | $30.00 | | $0.00 | $89.98 | $410.02 | 18 |
| 1202610400 | 20440 | SRS RENT/LEASES | RENT | $7,865.00 | $657.14 | | $0.00 | $3,942.84 | $3,922.16 | 50.13 |
| 1202800400 | 20110 | SRS STAFF SALARIES/EXP | SALARIES | $169,380.00 | $13,283.51 | | $0.00 | $75,878.43 | $93,501.57 | 44.8 |
| 1202800400 | 20220 | SRS STAFF SALARIES/EXP | SOCIAL SECURITY | $12,156.00 | $848.87 | | $0.00 | $5,199.02 | $6,956.98 | 42.77 |
| 1202800400 | 20230 | SRS STAFF SALARIES/EXP | RETIREMENT | $16,730.00 | $1,312.13 | | $0.00 | $7,346.27 | $9,383.73 | 43.91 |
| 1202800400 | 20270 | SRS STAFF SALARIES/EXP | WORK COMP | $1,017.00 | $78.82 | | $0.00 | $447.93 | $569.07 | 44.04 |
| 1202800400 | 20290 | SRS STAFF SALARIES/EXP | OTHER BENEFITS | $0.00 | $0.00 | | $0.00 | $0.00 | $0.00 | 0 |
| 1202800400 | 20333 | SRS STAFF SALARIES/EXP | MILEAGE | $3,500.00 | $246.10 | | $0.00 | $2,076.87 | $1,423.13 | 59.34 |
| 1202800400 | 20580 | SRS STAFF SALARIES/EXP | TRAVEL (EXCEPT MILEAGE) | $1,500.00 | $0.00 | | $0.00 | $602.64 | $897.36 | 40.18 |
| 1202580400 | 20110 | SRS TECH SERVICES | SALARIES | $198,243.00 | $17,965.61 | | $0.00 | $107,793.69 | $90,449.31 | 54.37 |
| 1202580400 | 20220 | SRS TECH SERVICES | SOCIAL SECURITY | $15,166.00 | $1,235.10 | | $0.00 | $7,410.60 | $7,755.40 | 48.86 |
| 1202580400 | 20230 | SRS TECH SERVICES | RETIREMENT | $21,296.00 | $1,774.61 | | $0.00 | $10,647.66 | $10,648.34 | 50 |
| 1202580400 | 20270 | SRS TECH SERVICES | WORK COMP | $1,293.00 | $107.75 | | $0.00 | $646.54 | $646.46 | 50 |
| 1202580400 | 20290 | SRS TECH SERVICES | OTHER BENEFITS | $0.00 | $10.50 | | $0.00 | $63.00 | -$63.00 | 0 |
| 1202580400 | 20320 | SRS TECH SERVICES | CONTRACTED SERVICES | $23,113.00 | $0.00 | | $0.00 | $456.31 | $22,656.69 | 1.97 |
| 1202580400 | 20530 | SRS TECH SERVICES | COMPUTER/INTERNET/PHONE | $2,322.00 | $381.81 | | $0.00 | $3,797.26 | -$1,475.26 | 163.53 |
| 1202580400 | 20650 | SRS TECH SERVICES | TECH SOFTWARE/SUPPLIES | $150.00 | $238.93 | | $0.00 | $951.40 | -$801.40 | 634.27 |
| 1202580400 | 20734 | SRS TECH SERVICES | TECH HARDWARE | $5,000.00 | $0.00 | | $0.00 | $179.80 | $4,820.20 | 3.6 |
| | | | | **$495,628.00** | **$39,369.88** | **$0.00** | | **$234,811.20** | **$260,816.80** | **47.38%** |
| | | | | **$2,198,853.00** | **$113,157.09** | **$24,417.11** | | **$1,160,402.77** | **$1,038,450.23** | **52.77%** |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

FUND GROUP

| ACCOUNT - - - - - TITLE - - - - - | DEBITS | CREDITS |
|---|---|---|
| 09000 CASH | 1,705,317.13 | .00 |
| TOTAL CASH | 1,705,317.13 | .00 |
| 09296 PRE-PAID POSTAGE | 661.08 | .00 |
| TOTAL PRE-PAID POSTAGE | 661.08 | .00 |
| TOTAL ASSETS | 1,705,978.21 | .00 |
| 09401 ACCOUNTS PAYABLE | .00 | 40.05 |
| TOTAL ACCOUNTS PAYABLE | .00 | 40.05 |
| TOTAL LIABILITIES | .00 | 40.05 |
| TOTAL REV CONT | .00 | 1,832,224.20 |
| TOTAL EXP CONT | 1,135,985.66 | .00 |
| TOTAL RES FOR ENC | .00 | 24,417.11 |
| TOTAL ENC CONT | 24,417.11 | .00 |
| TOTAL REV BUD CONTL | 4,931,756.00 | .00 |
| TOTAL EXP BUD CONT | .00 | 4,931,756.00 |
| TOTAL FUND BALANCE | .00 | 1,009,699.62 |
| TOTAL EQUITIES | 6,092,158.77 | 7,798,096.93 |
| TOTAL REPORT | 7,798,136.98 | 7,798,136.98 |

UBT Union Bank & Trust

P.O. Box 82535 · Lincoln, NE 68501-2535 · ubt.com · Member FDIC

Account Number: 20611699
Statement Date: 03/31/2020

6310 0300 OO RP 01 04012020 NNNNNN 01 005731 0016

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING
1292 E 4TH ST
AINSWORTH NE 69210-1225

04-06-2020 RCVD

Union Bank & Trust
238 East 4th Street
Ainsworth NE 69210

TELEPHONE:402-387-1350

Is your contact information up to date? Help us reach you, protect your identity, and let you know about new services and features. To review and update your contact information; stop by your local branch or contact us at www.ubt.com/help.

BASIC BUSINESS ACCOUNT 20611699
03/06 573.180R DLR GROUP CR RMT*IV*Multiple

| DESCRIPTION | DEBITS | CREDITS | DATE | BALANCE |
|---|---|---|---|---|
| BALANCE LAST STATEMENT ..... | | | 02/28/20 | 50,189.39 |
| SYSCO PAYMENTS 061CA000218276 | | 11,184.23 | 03/03/20 | 61,373.62 |
| TRANSFER TO STFIT ACCOUNT 2531673001 | 11,000.00 | | 03/04/20 | 50,373.62 |
| DEPOSIT | | 287.46 | 03/04/20 | 50,661.08 |
| DEPOSIT | | 68.25 | 03/06/20 | 50,729.33 |
| CHECK # 14924 | 353.05 | | 03/06/20 | 50,376.28 |
| VISA PAYMENT 486551XXXXX8112 | 281.42 | | 03/09/20 | 50,094.86 |
| VISA PAYMENT 486551XXXXX0305 | 3,054.51 | | 03/09/20 | 47,040.35 |
| TRANSFER FROM STFIT ACCOUNT 2531673001 | | 3,000.00 | 03/09/20 | 50,040.35 |
| DEPOSIT | | 4,000.06 | 03/10/20 | 54,040.41 |
| CHECK # 14912 | 126.54 | | 03/10/20 | 53,913.87 |
| CHECK # 14908 | 98,695.71 | | 03/10/20 | 44,781.84- |
| TRANSFER FROM STFIT ACCOUNT 2531673001 | | 95,000.00 | 03/10/20 | 50,218.16 |
| SYSCO PAYMENTS 059CA000038563 | | 231.51 | 03/11/20 | 50,449.67 |
| CHECK # 14913 | 81.53 | | 03/11/20 | 50,368.14 |
| CHECK # 14920 | 250.00 | | 03/11/20 | 50,118.14 |
| CHECK # 14916 | 188.00 | | 03/12/20 | 49,930.14 |
| CHECK # 14923 | 361.97 | | 03/12/20 | 49,568.17 |
| CHECK # 14910 | 636.35 | | 03/12/20 | 48,931.82 |
| TRANSFER FROM STFIT ACCOUNT 2531673001 | | 2,000.00 | 03/12/20 | 50,931.82 |
| CHECK # 14911 | 175.07 | | 03/13/20 | 50,756.75 |
| CHECK # 14926 | 246.10 | | 03/13/20 | 50,510.65 |
| CHECK # 14922 | 317.40 | | 03/13/20 | 50,193.25 |

## THIS FORM IS PROVIDED TO HELP YOU BALANCE YOUR STATEMENT

WITHDRAWALS OUTSTANDING - NOT CHARGED TO ACCOUNT

| NO. | $ | |
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| TOTAL | $ | |

### BEFORE YOU START

PLEASE BE SURE YOU HAVE ENTERED IN YOUR REGISTER ALL AUTOMATIC TRANSACTIONS SHOWN ON THE FRONT OF YOUR STATEMENT.

YOU SHOULD HAVE ADDED
IF ANY OCCURRED:
1. Loan advances.
2. Credit memos.
3. Other automatic deposits.
4. Interest paid.

YOU SHOULD HAVE SUBTRACTED
IF ANY OCCURRED:
1. Automatic loan payments.
2. Automatic savings transfers.
3. Service charges.
4. Debit memos.
5. Other automatic deductions and payments.

BALANCE SHOWN ON THIS STATEMENT $_____

ADD

DEPOSITS NOT SHOWN ON THIS STATEMENT (IF ANY) $_____

_____

_____

TOTAL $_____

SUBTRACT -

WITHDRAWALS OUTSTANDING $_____

BALANCE $_____

SHOULD AGREE WITH YOUR REGISTER BALANCE AFTER DEDUCTING SERVICE CHARGE (IF ANY) SHOWN ON THIS STATEMENT.

Please examine immediately and report if incorrect. If no reply is received within sixty (60) days the account will be considered correct.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone or write us at the telephone number or address located on the front of this statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1) Tell us your name and account number (if any).
2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3) Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

We will tell you the result within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

6310 0300 OO RP 01 04012020 NNNNNN 01 005731 0016

UBT
Union Bank & Trust

Account Number: 20611699
Statement Date: 03/31/2020

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING

BASIC BUSINESS ACCOUNT 20611699
03/06 573.180R DLR GROUP CR RMT*IV*Multiple

| DESCRIPTION | DEBITS | CREDITS | DATE | BALANCE |
|---|---|---|---|---|
| DEPOSIT | | 34,377.04 | 03/16/20 | 84,570.29 |
| CHECK # 14927 | 249.11 | | 03/16/20 | 84,321.18 |
| CHECK # 14925 | 315.29 | | 03/16/20 | 84,005.89 |
| CHECK # 14918 | 668.97 | | 03/16/20 | 83,336.92 |
| CHECK # 14914 | 850.34 | | 03/16/20 | 82,486.58 |
| CHECK # 14917 | 1,255.31 | | 03/16/20 | 81,231.27 |
| CHECK # 14909 | 2,373.00 | | 03/16/20 | 78,858.27 |
| CHECK # 14919 | 4,372.42 | | 03/16/20 | 74,485.85 |
| TRANSFER TO STFIT ACCOUNT 2531673001 | | | | |
| | 24,000.00 | | 03/17/20 | 50,485.85 |
| DEPOSIT | | 2,009.09 | 03/18/20 | 52,494.94 |
| CHECK # 14921 | 250.00 | | 03/18/20 | 52,244.94 |
| TRANSFER TO STFIT ACCOUNT 2531673001 | | | | |
| | 2,000.00 | | 03/19/20 | 50,244.94 |
| DEPOSIT | | 34,986.82 | 03/20/20 | 85,231.76 |
| CHECK # 14915 | 188.00 | | 03/20/20 | 85,043.76 |
| TRANSFER TO STFIT ACCOUNT 2531673001 | | | | |
| | 35,000.00 | | 03/23/20 | 50,043.76 |
| DEPOSIT | | 166.05 | 03/23/20 | 50,209.81 |
| DEPOSIT | | 4.58 | 03/26/20 | 50,214.39 |
| DEPOSIT | | 179.33 | 03/30/20 | 50,393.72 |
| STATE OF NE ST PAYMENT 262415220 | | 1,000.00 | 03/31/20 | 51,393.72 |
| BALANCE THIS STATEMENT ..... | | | 03/31/20 | 51,393.72 |

03/06 573.180R DLR GROUP CR RMT*IV*Multiple

| | | | | |
|---|---|---|---|---|
| TOTAL CREDITS | (15) | 188,494.42 | MINIMUM BALANCE | 50,040.35 |
| TOTAL DEBITS | (26) | 187,290.09 | AVG AVAILABLE BALANCE | 50,708.80 |
| | | | AVERAGE BALANCE | 54,754.63 |

03/06 573.180R DLR GROUP CR RMT*IV*Multiple

YOUR CHECKS SEQUENCED

| DATE | CHECK # | AMOUNT | DATE | CHECK # | AMOUNT | DATE | CHECK # | AMOUNT |
|---|---|---|---|---|---|---|---|---|
| 03/10 | 14908 | 98,695.71 | 03/11 | 14913 | 81.53 | 03/16 | 14918 | 668.97 |
| 03/16 | 14909 | 2,373.00 | 03/16 | 14914 | 850.34 | 03/16 | 14919 | 4,372.42 |
| 03/12 | 14910 | 636.35 | 03/20 | 14915 | 188.00 | 03/11 | 14920 | 250.00 |
| 03/13 | 14911 | 175.07 | 03/12 | 14916 | 188.00 | 03/18 | 14921 | 250.00 |
| 03/10 | 14912 | 126.54 | 03/16 | 14917 | 1,255.31 | 03/13 | 14922 | 317.40 |

* * * CONTINUED * * *

UBT
Union Bank & Trust

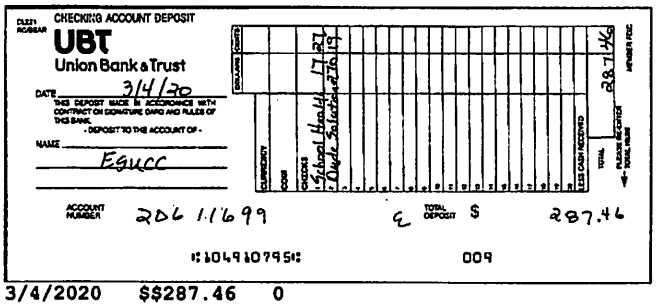

Account Number: 20611699
Statement Date: 03/31/2020

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING

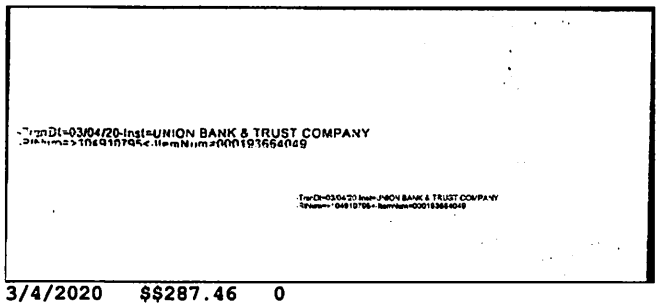
YOUR CHECKS SEQUENCED

| DATE | CHECK # | AMOUNT | DATE | CHECK # | AMOUNT | DATE | CHECK # | AMOUNT |
|---|---|---|---|---|---|---|---|---|
| 03/12 | 14923 | 361.97 | 03/16 | 14925 | 315.29 | 03/16 | 14927 | 249.11 |
| 03/06 | 14924 | 353.05 | 03/13 | 14926 | 246.10 | | | |

* * * C O N T I N U E D * * *


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE 3/4/20
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGUCC
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 287.46
⑆104910795⑆ 009

3/4/2020 $$287.46 0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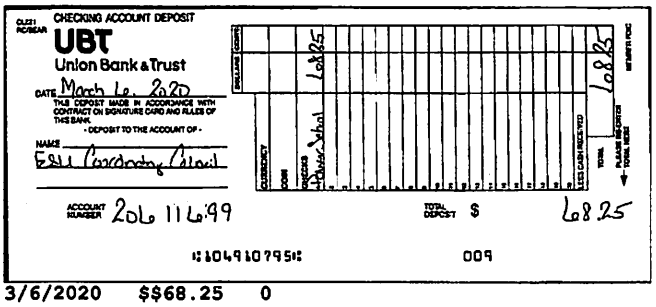
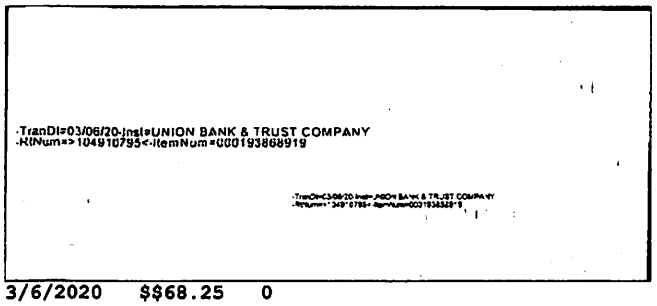
3/4/2020 $$287.46 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 6, 2020
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGU Coordinating Council
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 68.25
⑆104910795⑆ 009

3/6/2020 $$68.25 0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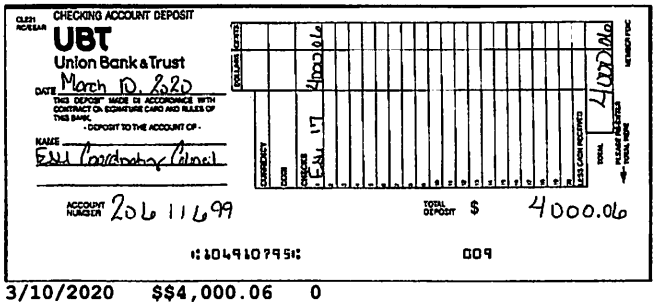
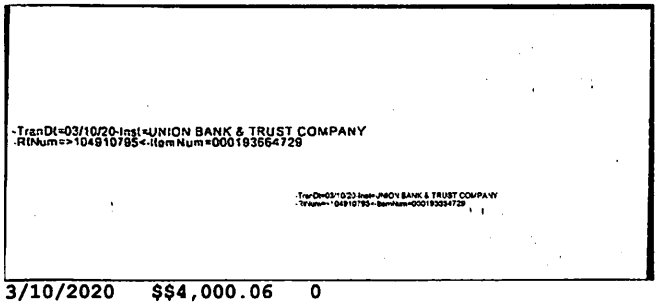
3/6/2020 $$68.25 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 10, 2020
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGU Coordinating Council
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 4000.06
⑆104910795⑆ 009

3/10/2020 $$4,000.06 0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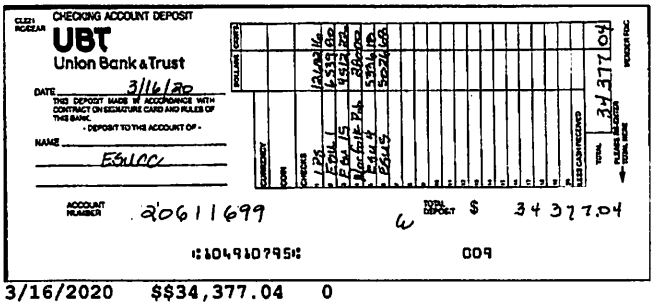
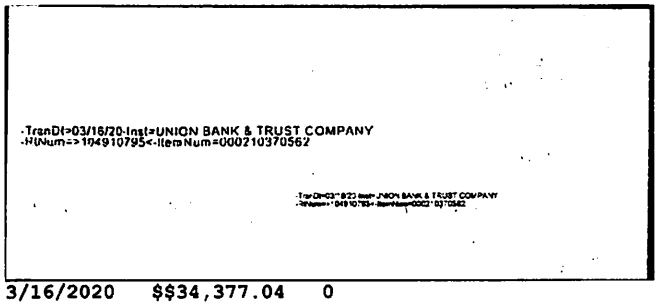
3/10/2020 $$4,000.06 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE 3/16/20
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGUCC
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 34377.04
⑆104910795⑆ 009

3/16/2020 $$34,377.04 0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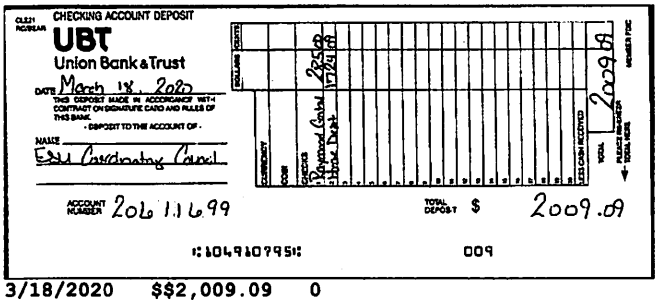
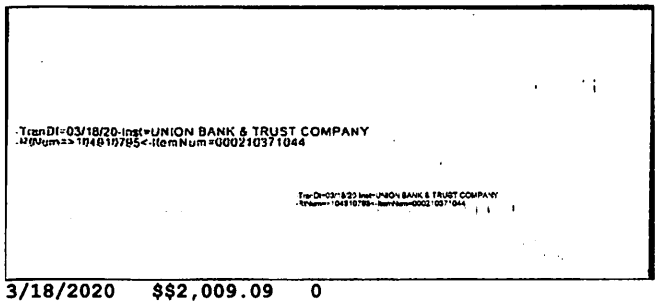
3/16/2020 $$34,377.04 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 18, 2020
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGU Coordinating Council
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 2009.09
⑆104910795⑆ 009

3/18/2020 $$2,009.09 0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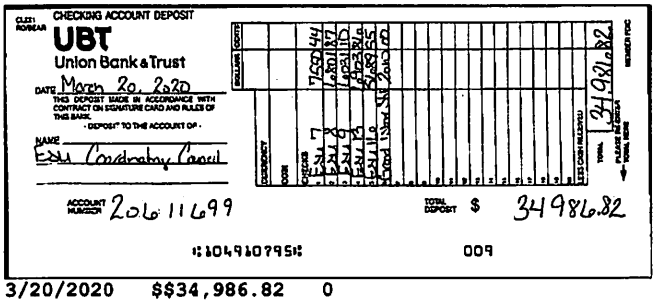
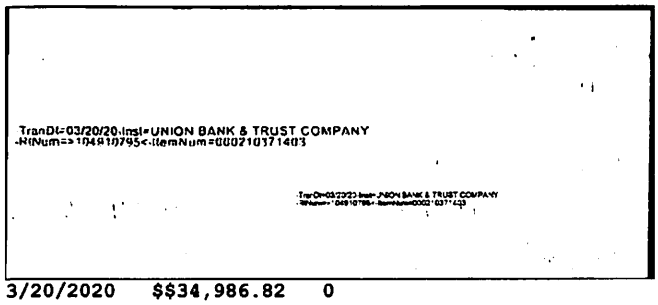
3/18/2020 $$2,009.09 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 20, 2020
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGU Coordinating Council
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 34986.82
⑆104910795⑆ 009

3/20/2020 $$34,986.82 0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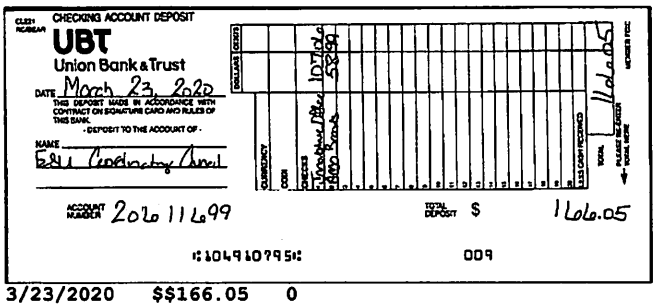
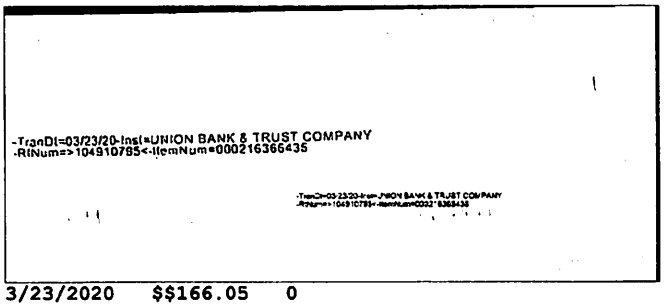
3/20/2020 $$34,986.82 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 23, 2020
NAME ESU Coordinating Council
ACCOUNT NUMBER 2061116499
TOTAL DEPOSIT $ 166.05
⑆104910795⑆ 009

3/23/2020 $$166.05 0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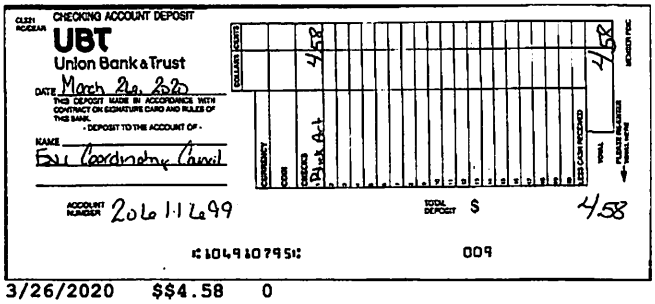
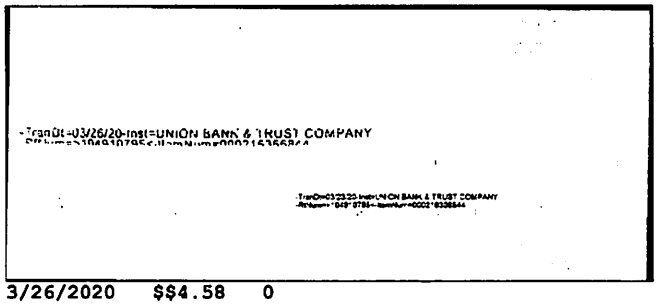
3/23/2020 $$166.05 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 26, 2020
NAME ESU Coordinating Council
ACCOUNT NUMBER 2061116499
TOTAL DEPOSIT $ 4.58
⑆104910795⑆ 009

3/26/2020 $$4.58 0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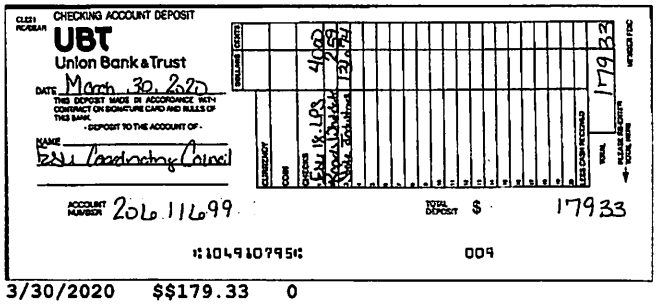
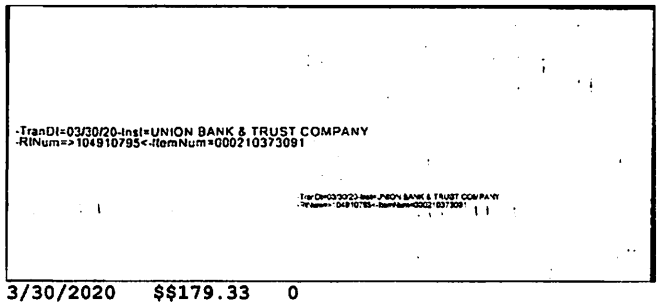
3/26/2020 $$4.58 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 30, 2020
NAME ESU Coordinating Council
ACCOUNT NUMBER 2061116499
TOTAL DEPOSIT $ 179.33
⑆104910795⑆ 009

3/30/2020 $$179.33 0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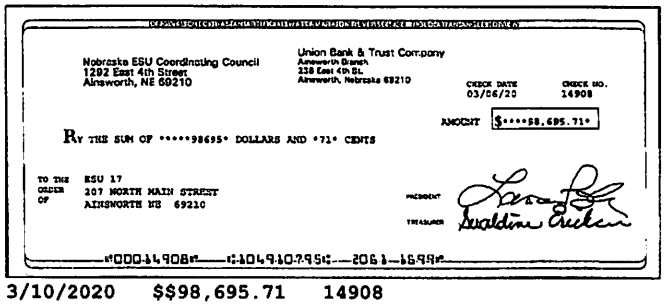
3/30/2020 $$179.33 0


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14908
AMOUNT $****98,695.71*

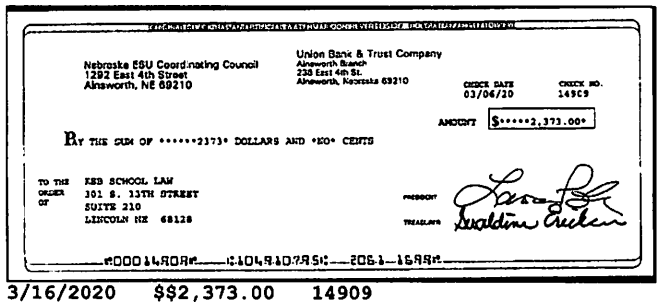
PAY THE SUM OF *****98695* DOLLARS AND *71* CENTS

TO THE ORDER OF ESU 17
207 NORTH MAIN STREET
AINSWORTH NE 69210

PRESIDENT
TREASURER

⑈000014908⑈ ⑆104910795⑆ 2061116499⑈

3/10/2020 $$98,695.71 14908


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14909
AMOUNT $*****2,373.00*

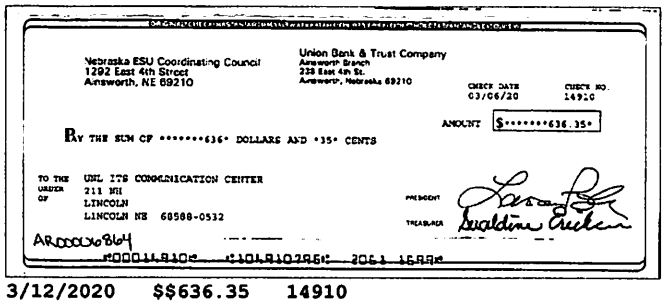
PAY THE SUM OF ******2373* DOLLARS AND *00* CENTS

TO THE ORDER OF KSB SCHOOL LAW
301 S. 13TH STREET
SUITE 210
LINCOLN NE 68128

PRESIDENT
TREASURER

⑈000014909⑈ ⑆104910795⑆ 2061116499⑈

3/16/2020 $$2,373.00 14909


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14910
AMOUNT $*******636.35*

PAY THE SUM OF *******636* DOLLARS AND *35* CENTS

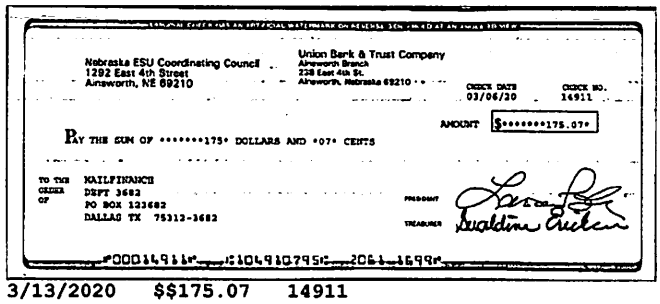
TO THE ORDER OF UNL ITS COMMUNICATION CENTER
211 NH
LINCOLN
LINCOLN NE 68588-0532

AR0000368G4

PRESIDENT
TREASURER

⑈000014910⑈ ⑆104910795⑆ 2061116499⑈

3/12/2020 $$636.35 14910


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14911
AMOUNT $*******175.07*

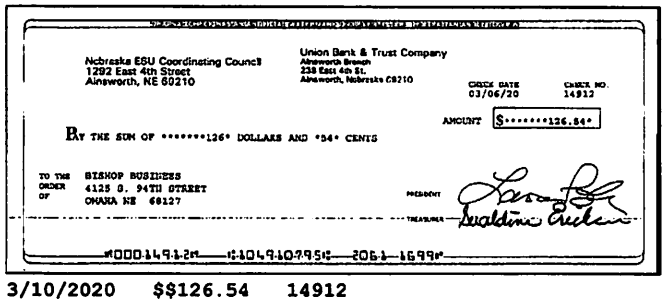
PAY THE SUM OF *******175* DOLLARS AND *07* CENTS

TO THE ORDER OF MAILFINANCE
DEPT 3682
PO BOX 123682
DALLAS TX 75312-3682

PRESIDENT
TREASURER

⑈000014911⑈ ⑆104910795⑆ 2061116499⑈

3/13/2020 $$175.07 14911


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14912
AMOUNT $******126.54*

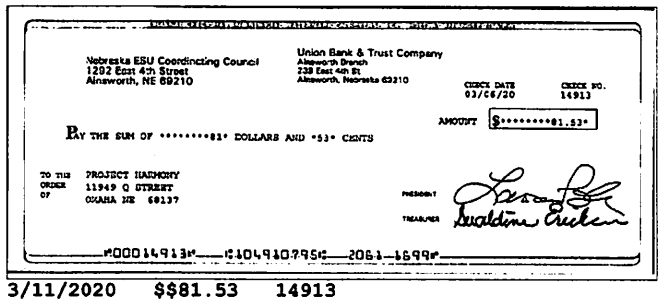
PAY THE SUM OF ******126* DOLLARS AND *54* CENTS

TO THE ORDER OF BISHOP BUSINESS
4125 S. 94TH STREET
OMAHA NE 68127

PRESIDENT
TREASURER

⑈000014912⑈ ⑆104910795⑆ 2061116499⑈

3/10/2020 $$126.54 14912


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14913
AMOUNT $********81.53*

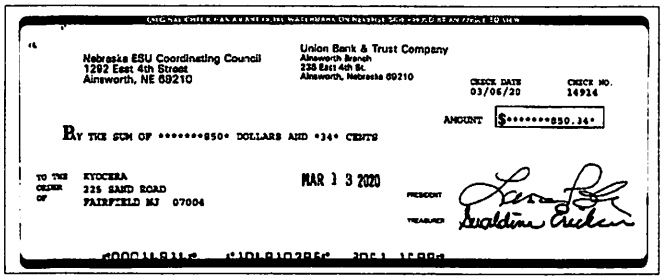
PAY THE SUM OF ********81* DOLLARS AND *53* CENTS

TO THE ORDER OF PROJECT HARMONY
11949 Q STREET
OMAHA NE 68137

PRESIDENT
TREASURER

⑈000014913⑈ ⑆104910795⑆ 2061116499⑈

3/11/2020 $$81.53 14913


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14914

AMOUNT $*******850.34*

PAY THE SUM OF *******850* DOLLARS AND *34* CENTS

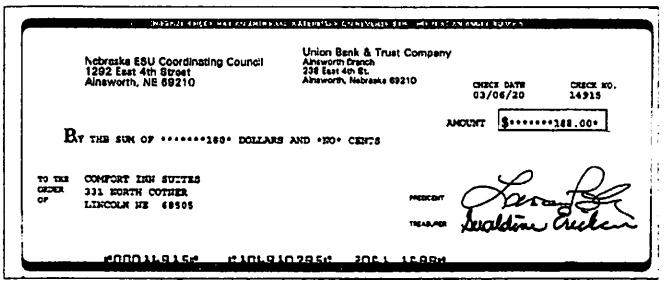
TO THE ORDER OF
KYOCERA
225 SAND ROAD
FAIRFIELD NJ 07004

MAR 1 3 2020

PRESIDENT
TREASURER

⑈000 14914⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$850.34 14914


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14915

AMOUNT $*******188.00*

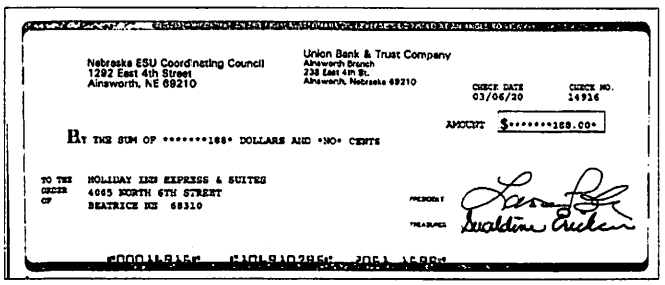
PAY THE SUM OF *******188* DOLLARS AND *00* CENTS

TO THE ORDER OF
COMFORT INN SUITES
331 NORTH COTNER
LINCOLN NE 68505

PRESIDENT
TREASURER

⑈000 14915⑈ ⑆101910795⑆ 2061 1699⑈

3/20/2020 $$188.00 14915


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14916

AMOUNT $*******188.00*

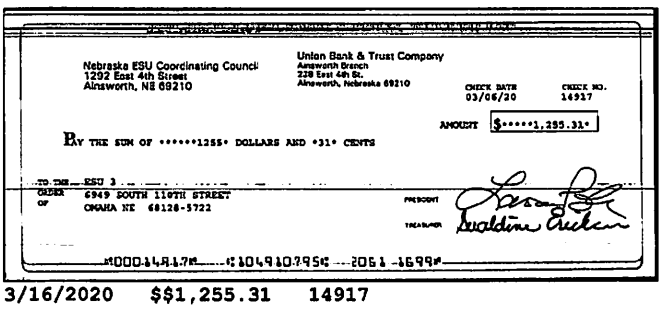
PAY THE SUM OF *******188* DOLLARS AND *00* CENTS

TO THE ORDER OF
HOLIDAY INN EXPRESS & SUITES
4065 NORTH 6TH STREET
BEATRICE NE 68310

PRESIDENT
TREASURER

⑈000 14916⑈ ⑆101910795⑆ 2061 1699⑈

3/12/2020 $$188.00 14916


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14917

AMOUNT $******1,255.31*

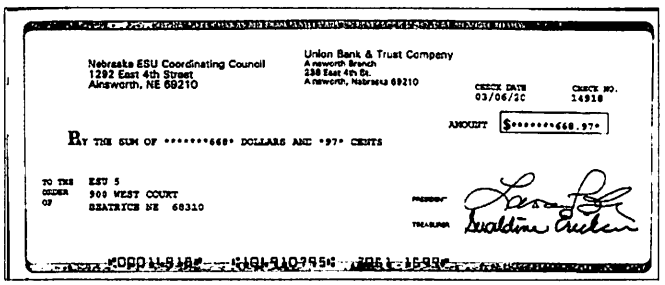
PAY THE SUM OF ******1255* DOLLARS AND *31* CENTS

TO THE ORDER OF
ESU 3
6949 SOUTH 110TH STREET
OMAHA NE 68128-5722

PRESIDENT
TREASURER

⑈000 14917⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$1,255.31 14917


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14918

AMOUNT $*******668.97*

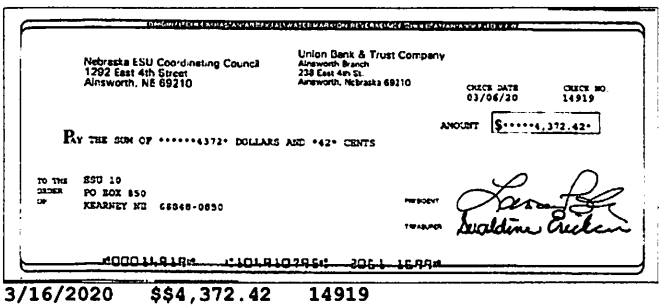
PAY THE SUM OF *******668* DOLLARS AND *97* CENTS

TO THE ORDER OF
ESU 5
909 WEST COURT
BEATRICE NE 68310

PRESIDENT
TREASURER

⑈000 14918⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$668.97 14918


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14919

AMOUNT $******4,372.42*

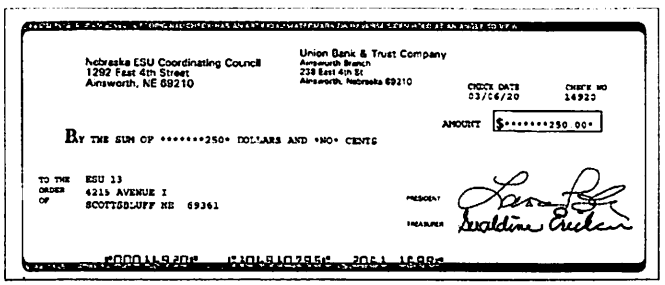
PAY THE SUM OF ******4372* DOLLARS AND *42* CENTS

TO THE ORDER OF
ESU 10
PO BOX 850
KEARNEY NE 68848-0850

PRESIDENT
TREASURER

⑈000 14919⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$4,372.42 14919


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14920

AMOUNT $*******250.00*

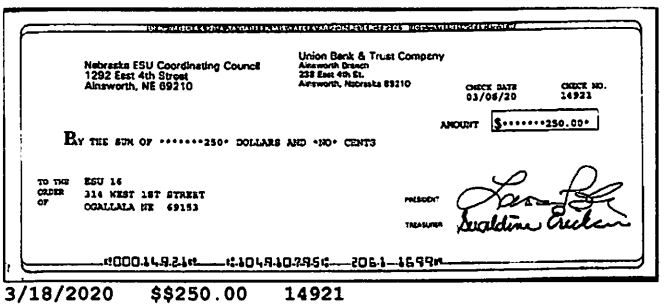
PAY THE SUM OF *******250* DOLLARS AND *00* CENTS

TO THE ORDER OF
ESU 13
4215 AVENUE I
SCOTTSBLUFF NE 69361

PRESIDENT
TREASURER

⑈000 14920⑈ ⑆101910795⑆ 2061 1699⑈

3/11/2020 $$250.00 14920


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14921

AMOUNT $*******250.00*

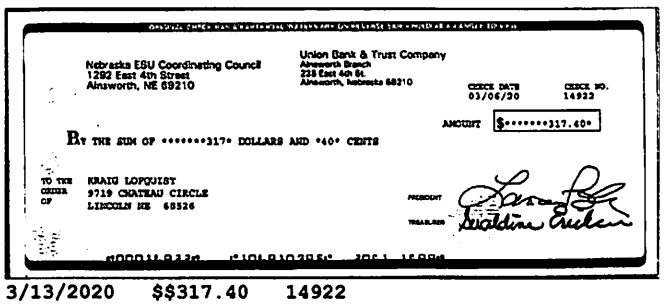
PAY THE SUM OF *******250* DOLLARS AND *00* CENTS

TO THE ORDER OF
ESU 16
316 WEST 1ST STREET
OGALLALA NE 69153

PRESIDENT
TREASURER

⑈000 14921⑈ ⑆101910795⑆ 2061 1699⑈

3/18/2020 $$250.00 14921


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14922

AMOUNT $*******317.40*

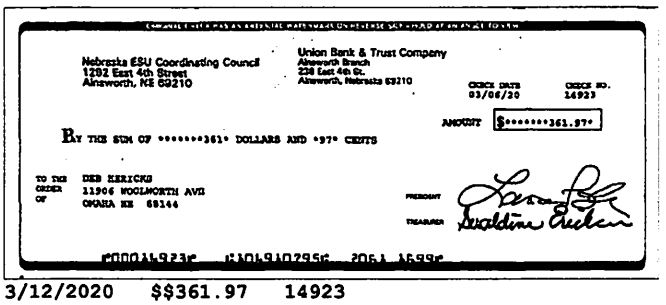
PAY THE SUM OF *******317* DOLLARS AND *40* CENTS

TO THE ORDER OF
KRAIG LOFQUIST
9719 CHATEAU CIRCLE
LINCOLN NE 68526

PRESIDENT
TREASURER

⑈000 14922⑈ ⑆101910795⑆ 2061 1699⑈

3/13/2020 $$317.40 14922


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14923

AMOUNT $*******361.97*

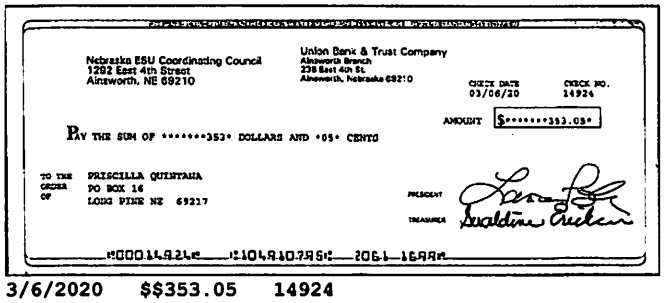
PAY THE SUM OF *******361* DOLLARS AND *97* CENTS

TO THE ORDER OF
DEB KERICKS
11906 WOOLWORTH AVE
OMAHA NE 68144

PRESIDENT
TREASURER

⑈000 14923⑈ ⑆101910795⑆ 2061 1699⑈

3/12/2020 $$361.97 14923


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14924

AMOUNT $*******353.05*

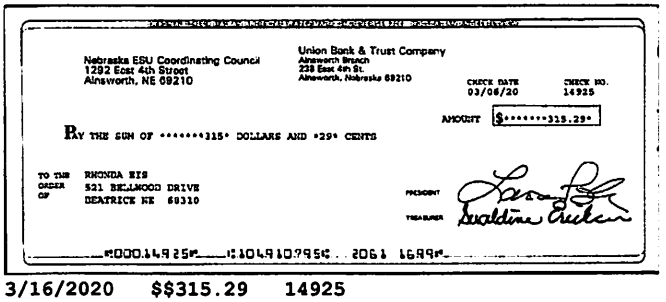
PAY THE SUM OF *******353* DOLLARS AND *05* CENTS

TO THE ORDER OF
PRISCILLA QUINTANA
PO BOX 16
LONG PINE NE 69217

PRESIDENT
TREASURER

⑈000 14924⑈ ⑆101910795⑆ 2061 1699⑈

3/6/2020 $$353.05 14924


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14925

AMOUNT $*******315.29*

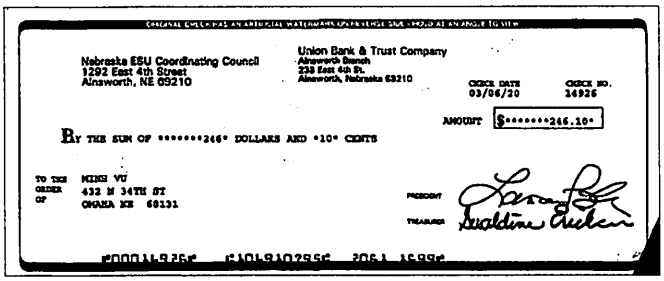
PAY THE SUM OF *******315* DOLLARS AND *29* CENTS

TO THE ORDER OF
RHONDA RIS
521 BELLWOOD DRIVE
BEATRICE NE 68310

PRESIDENT
TREASURER

⑈000 14925⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$315.29 14925



Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14926

AMOUNT $*******246.10*

By the sum of *******246* DOLLARS AND *10* CENTS

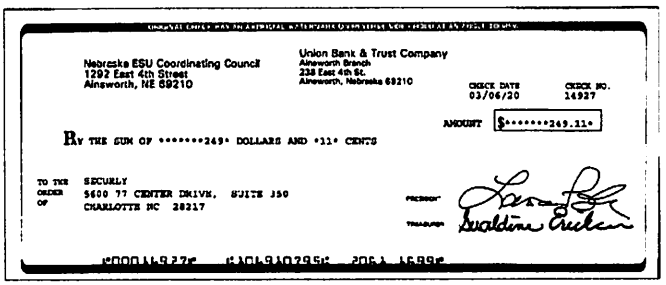
TO THE ORDER OF MIKE VU
432 N 34TH ST
OMAHA NE 68131

PRESIDENT

TREASURER

⑈000114926⑈ ⑆104910295⑆ 2061 1699⑈

3/13/2020 $$246.10 14926



Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14927

AMOUNT $*******249.11*

By the sum of *******249* DOLLARS AND *11* CENTS

TO THE ORDER OF SECURLY
5600 77 CENTER DRIVE, SUITE 350
CHARLOTTE NC 28217

PRESIDENT

TREASURER

⑈000114927⑈ ⑆104910295⑆ 2061 1699⑈

3/16/2020 $$249.11 14927

UBT
Union Bank & Trust


Account Number: 2531673001
Statement Date: 03/31/2020

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING

NON FEDERALLY INSURED STFIT ACCOUNT 2531673001

| DESCRIPTION | DEBITS | CREDITS | DATE | BALANCE |
|---|---|---|---|---|
| YIELD FOR 03/16/20 AT 1.2400 | | .00 | 03/17/20 | 1617,459.28 |
| YIELD FOR 03/17/20 AT .9900 | | .00 | 03/18/20 | 1617,459.28 |
| TRANSFER FROM BASIC BUSINESS ACCOUNT 20611699 | | 2,000.00 | 03/19/20 | 1619,459.28 |
| YIELD FOR 03/18/20 AT .9900 | | .00 | 03/19/20 | 1619,459.28 |
| YIELD FOR 03/19/20 AT .9900 | | .00 | 03/20/20 | 1619,459.28 |
| TRANSFER FROM BASIC BUSINESS ACCOUNT 20611699 | | 35,000.00 | 03/23/20 | 1654,459.28 |
| YIELD FOR 03/20/20 AT .9900 | | .00 | 03/23/20 | 1654,459.28 |
| YIELD FOR 03/23/20 AT .9900 | | .00 | 03/24/20 | 1654,459.28 |
| YIELD FOR 03/24/20 AT .9900 | | .00 | 03/25/20 | 1654,459.28 |
| YIELD FOR 03/25/20 AT .9900 | | .00 | 03/26/20 | 1654,459.28 |
| YIELD FOR 03/26/20 AT .9900 | | .00 | 03/27/20 | 1654,459.28 |
| YIELD FOR 03/27/20 AT .9900 | | .00 | 03/30/20 | 1654,459.28 |
| YIELD FOR 03/30/20 AT .9900 | | .00 | 03/31/20 | 1654,459.28 |
| INTEREST | | 1,674.70 | 03/31/20 | 1656,133.98 |
| BALANCE THIS STATEMENT ..... | | | 03/31/20 | 1656,133.98 |

| | | |
|---|---|---|
| TOTAL CREDITS | (27) | 73,674.70 |
| TOTAL DEBITS | (3) | 100,000.00 |

- - - - - - - - - - I N T E R E S T - - - - - - - - - -

| | | | |
|---|---|---|---|
| AVERAGE LEDGER BALANCE: | 1,645,271.78 | INTEREST EARNED: | 1,674.70 |
| AVERAGE AVAILABLE BALANCE: | 1,645,271.78 | DAYS IN PERIOD: | 32 |
| INTEREST PAID THIS PERIOD: | 1,674.70 | ANNUAL PERCENTAGE YIELD EARNED: | 1.17% |
| INTEREST PAID 2020: | 4,133.98 | | |

UBT Union Bank & Trust

P.O. Box 82535 · Lincoln, NE 68501-2535 · ubt.com · Member FDIC

Account Number: 2531673001
Statement Date: 03/31/2020

6310 0100 OO RP 01 04012020 NNNNNN 01 008100 0020

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING
1292 E 4TH ST
AINSWORTH NE 69210-1225

04-06-2020 RCVD

Union Bank & Trust
PO Box 82535
Lincoln, NE 68501

TELEPHONE:402-323-1828

Phone numbers for account transfers:
Lincoln - 323-1600 Outside of Lincoln 888-307-8348

| STREET ADDRESS | MAILING ADDRESS |
|---|---|
| 6811 S 27th St | PO Box 82529 |
| Lincoln NE 68512 | Lincoln NE 68501 |

NON FEDERALLY INSURED STFIT ACCOUNT 2531673001

| DESCRIPTION | DEBITS | CREDITS | DATE | BALANCE |
|---|---|---|---|---|
| BALANCE LAST STATEMENT ..... | | | 02/28/20 | 1682,459.28 |
| YIELD FOR 02/28/20 AT 1.4910 | | .00 | 03/02/20 | 1682,459.28 |
| YIELD FOR 03/02/20 AT 1.3280 | | .00 | 03/03/20 | 1682,459.28 |
| TRANSFER FROM BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | | 11,000.00 | 03/04/20 | 1693,459.28 |
| YIELD FOR 03/03/20 AT 1.3500 | | .00 | 03/04/20 | 1693,459.28 |
| YIELD FOR 03/04/20 AT .9830 | | .00 | 03/05/20 | 1693,459.28 |
| YIELD FOR 03/05/20 AT 1.2900 | | .00 | 03/06/20 | 1693,459.28 |
| TRANSFER TO BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | 3,000.00 | | 03/09/20 | 1690,459.28 |
| YIELD FOR 03/06/20 AT 1.2900 | | .00 | 03/09/20 | 1690,459.28 |
| TRANSFER TO BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | 95,000.00 | | 03/10/20 | 1595,459.28 |
| YIELD FOR 03/09/20 AT 1.2900 | | .00 | 03/10/20 | 1595,459.28 |
| YIELD FOR 03/10/20 AT 1.2400 | | .00 | 03/11/20 | 1595,459.28 |
| TRANSFER TO BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | 2,000.00 | | 03/12/20 | 1593,459.28 |
| YIELD FOR 03/11/20 AT 1.2400 | | .00 | 03/12/20 | 1593,459.28 |
| YIELD FOR 03/12/20 AT 1.2400 | | .00 | 03/13/20 | 1593,459.28 |
| YIELD FOR 03/13/20 AT 1.2400 | | .00 | 03/16/20 | 1593,459.28 |
| TRANSFER FROM BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | | 24,000.00 | 03/17/20 | 1617,459.28 |

EQUAL HOUSING LENDER

* * * CONTINUED * * *

## THIS FORM IS PROVIDED TO HELP YOU BALANCE YOUR STATEMENT

WITHDRAWALS OUTSTANDING - NOT CHARGED TO ACCOUNT

| NO. | $ | |
|---|---|---|
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| | | |
| | | |
| TOTAL | $ | |

### BEFORE YOU START

PLEASE BE SURE YOU HAVE ENTERED IN YOUR REGISTER ALL AUTOMATIC TRANSACTIONS SHOWN ON THE FRONT OF YOUR STATEMENT.

YOU SHOULD HAVE ADDED
IF ANY OCCURRED:
1. Loan advances.
2. Credit memos.
3. Other automatic deposits.
4. Interest paid.

YOU SHOULD HAVE SUBTRACTED
IF ANY OCCURRED:
1. Automatic loan payments.
2. Automatic savings transfers.
3. Service charges.
4. Debit memos.
5. Other automatic deductions and payments.

BALANCE SHOWN ON THIS STATEMENT $_____

ADD

DEPOSITS NOT SHOWN ON THIS STATEMENT (IF ANY) $_____

_____

_____

TOTAL $_____

SUBTRACT -

WITHDRAWALS OUTSTANDING $_____

BALANCE $_____

SHOULD AGREE WITH YOUR REGISTER BALANCE AFTER DEDUCTING SERVICE CHARGE (IF ANY) SHOWN ON THIS STATEMENT.

Please examine immediately and report if incorrect. If no reply is received within sixty (60) days the account will be considered correct.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone or write us at the telephone number or address located on the front of this statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1) Tell us your name and account number (if any).
2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3) Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

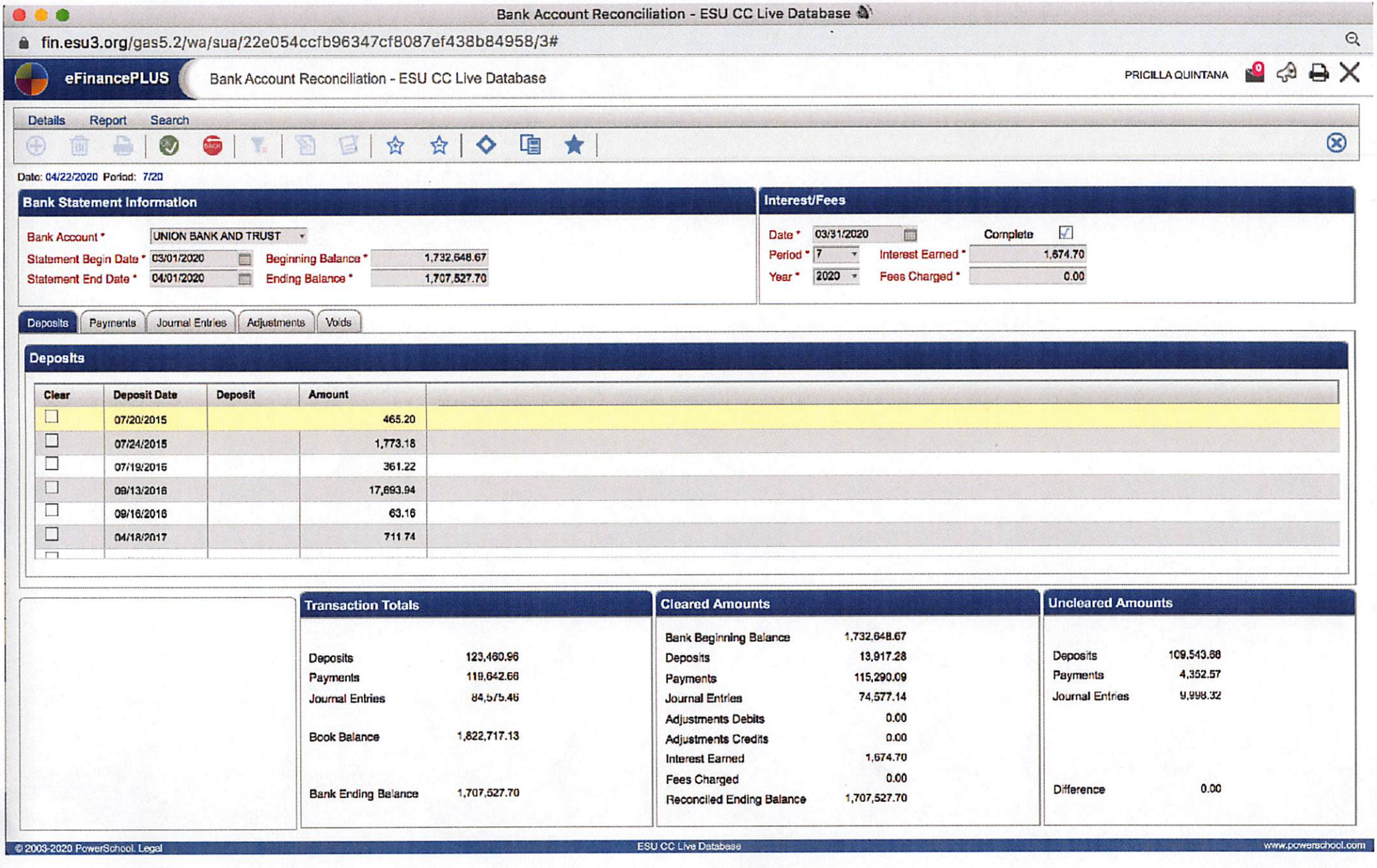
We will tell you the result within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

March 2020 Bank Reconciliation:

| | | |
|---|---|---|
| Beginning Bank Balance: | | $1,732,648.67 |
| Cleared Deposits/Cash Receipts: | $ | 88,494.42 |
| Deposits | $ 13,917.28 | |
| Journal Entries | $ 74,577.14 | |
| Interest Earned: | $ | 1,674.70 |
| Cleared Checks/Payments: | $ | 115,290.09 |
| Payments Cleared | $ 115,290.09 | |
| Ending Bank Balance: | | $1,707,527.70 |

*Reconciliation Completed By:* _____ 4/23/20

*Reconcilation Reviewed By:* _____


Bank Account Reconciliation - ESU CC Live Database
fin.esu3.org/gas5.2/wa/sua/22e054ccfb96347cf8087ef438b84958/3#
eFinancePLUS
Bank Account Reconciliation - ESU CC Live Database
PRICILLA QUINTANA
Details
Report
Search
Date: 04/22/2020 Period: 7/20
Bank Statement Information
Bank Account * UNION BANK AND TRUST
Statement Begin Date * 03/01/2020
Beginning Balance * 1,732,648.67
Statement End Date * 04/01/2020
Ending Balance * 1,707,527.70
Interest/Fees
Date * 03/31/2020
Complete
Period * 7
Interest Earned * 1,674.70
Year * 2020
Fees Charged * 0.00
Deposits
Payments
Journal Entries
Adjustments
Voids
Deposits
Clear
Deposit Date
Deposit
Amount
07/20/2015 465.20
07/24/2015 1,773.18
07/19/2016 361.22
09/13/2016 17,693.94
09/16/2016 63.16
04/18/2017 711.74
Transaction Totals
Deposits 123,460.96
Payments 119,642.66
Journal Entries 84,575.46
Book Balance 1,822,717.13
Bank Ending Balance 1,707,527.70
Cleared Amounts
Bank Beginning Balance 1,732,648.67
Deposits 13,917.28
Payments 115,290.09
Journal Entries 74,577.14
Adjustments Debits 0.00
Adjustments Credits 0.00
Interest Earned 1,674.70
Fees Charged 0.00
Reconciled Ending Balance 1,707,527.70
Uncleared Amounts
Deposits 109,543.68
Payments 4,352.57
Journal Entries 9,998.32
Difference 0.00
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ESU CC Live Database
www.powerschool.com

ESU COORDINATING COUNCIL
BANK ACCOUNT RECONCILIATION REPORT
DEPOSITS LIST

BANK ACCOUNT: UNION BANK AND TRUST

STATEMENT BEGIN DATE: 03/01/2020 BEGINNING BALANCE: 1,732,648.67 INTEREST EARNED: 1,674.70
STATEMENT END DATE: 04/01/2020 ENDING BALANCE: 1,707,527.70 FEES CHARGED: 0.00

| CLEARED | DATE | RECEIPT | AMOUNT | DESCRIPTION | CONTROL NUMBER |
|---|---|---|---|---|---|
| DEPOSIT: BLANK | | 07/20/2015 | | | |
| N | 08/25/2015 | | 232.60 | COOP SYSCO ADMIN FEES | 072015PQ |
| N | 08/25/2015 | | 232.60 | COOP SYSCO ADMIN FEES | 072015PQ |
| N | 08/25/2015 | | 886.59 | COOP SYSCO ADMIN FEES | 072415PQ |
| N | 08/25/2015 | | 886.59 | COOP SYSCO ADMIN FEES | 072415PQ |
| N | 08/16/2016 | | 180.61 | COOP | 071916PQ |
| N | 08/16/2016 | | 180.61 | COOP | 071916PQ |
| N | 10/03/2016 | | 8,846.97 | COOP SYSCO ADMIN FEE | 091316PQ |
| N | 10/03/2016 | | 8,846.97 | COOP SYSCO ADMIN FEE | 091316PQ |
| N | 10/03/2016 | | 31.58 | COOP SYSCO ADMIN FEE | 091616PQ |
| N | 10/03/2016 | | 31.58 | COOP SYSCO ADMIN FEE | 091616PQ |
| N | 05/04/2017 | | 355.87 | COOP SYSCO ADMIN FEE | 041817PQ |
| N | 05/04/2017 | | 355.87 | COOP SYSCO ADMIN FEE | 041817PQ |
| N | 05/04/2017 | | 12,217.50 | COOP SYSCO ADMIN FEE | 042117PQ |
| N | 05/04/2017 | | 12,217.50 | COOP SYSCO ADMIN FEE | 042117PQ |
| N | 10/04/2018 | | 177.20 | COOP SYSCO ADMIN FEE | 100418PQ |
| N | 10/04/2018 | | 1,362.44 | COOP VOSS LIGHTING ADMIN | 100418PQ |
| N | 10/04/2018 | | 177.20 | COOP SYSCO ADMIN FEE | 100418PQ |
| N | 10/04/2018 | | 1,362.44 | COOP VOSS LIGHTING ADMIN | 100418PQ |
| N | 10/11/2018 | | 2,043.18 | COOP INTERLINE ADMIN FEE | 101118PQ |
| N | 10/11/2018 | | 2,043.18 | COOP INTERLINE ADMIN FEE | 101118PQ |
| N | 10/12/2018 | | 1,555.17 | COOP SYSCO ADMIN FEE | 100918PQ |
| N | 10/12/2018 | | 1,555.17 | COOP SYSCO ADMIN FEE | 100918PQ |
| N | 10/16/2018 | | 46.88 | COOP INSIGHT ADMIN FEE | 101518PQ |
| N | 10/16/2018 | | 51.66 | COOP MIDWEST SHOP ADM FEE | 101518PQ |
| N | 10/16/2018 | | 608.51 | COOP NATIONAL BUS FURNITU | 101518PQ |
| N | 10/16/2018 | | 46.88 | COOP INSIGHT ADMIN FEE | 101518PQ |
| N | 10/16/2018 | | 51.66 | COOP MIDWEST SHOP ADM FEE | 101518PQ |
| N | 10/16/2018 | | 608.51 | COOP NATIONAL BUS FURNITU | 101518PQ |
| N | 10/23/2018 | | 1.85 | COOP ETA HAND2MIND ADM FE | 102218PQ |
| N | 10/23/2018 | | 100.32 | COOP MACKIN ADMIN FEE | 102218PQ |
| N | 10/23/2018 | | 5.50 | COOP PARTAC ADMIN FEE | 102218PQ |
| N | 10/23/2018 | | 20.00 | CRISIS TRAINING, J PALMER | 102218PQ |
| N | 10/23/2018 | | 1.85 | COOP ETA HAND2MIND ADM FE | 102218PQ |
| N | 10/23/2018 | | 100.32 | COOP MACKIN ADMIN FEE | 102218PQ |
| N | 10/23/2018 | | 5.50 | COOP PARTAC ADMIN FEE | 102218PQ |
| N | 10/23/2018 | | 20.00 | CRISIS TRAINING, J PALMER | 102218PQ |
| N | 10/24/2018 | | 6,951.75 | COOP SCHOOL SPECIALTY | 102418PQ |
| N | 10/24/2018 | | 6,951.75 | COOP SCHOOL SPECIALTY | 102418PQ |
| N | 10/31/2018 | | 13,996.49 | COOP SYSCO ADMIN FEE | 102318PQ |
| N | 10/31/2018 | | 13,996.49 | COOP SYSCO ADMIN FEE | 102318PQ |
| N | 10/31/2018 | | 1,742.18 | COOP DUDE SOLUTIONS ADM F | 102618PQ |
| N | 10/31/2018 | | 1,742.18 | COOP DUDE SOLUTIONS ADM F | 102618PQ |
| N | 10/31/2018 | | 70.00 | COOP SCHOOLOGY ADMIN FEE | 102918PQ |
| N | 10/31/2018 | | 70.00 | COOP SCHOOLOGY ADMIN FEE | 102918PQ |
| N | 06/27/2019 | | 3,286.99 | COOP JOURNEY ED ADM FEE | 051019PQ |
| N | 06/27/2019 | | 3,286.99 | COOP JOURNEY ED ADM FEE | 051019PQ |
| Y | 03/06/2020 | | 270.19 | COOP DUDE SOLUTION ADM FE | 030420PQ |
| Y | 03/06/2020 | | 17.27 | COOP SCHOOL HEALTH ADM FE | 030420PQ |
| Y | 03/06/2020 | | 68.25 | COOP POWERSCHOOL ADM FEE | 030620PQ |
| Y | 03/12/2020 | | 11,184.23 | COOP SYSCO ADMIN FEE | 030320PQ |
| Y | 03/12/2020 | | 231.51 | COOP SYSCO ADMIN FEE | 031120PQ |

ESU COORDINATING COUNCIL
BANK ACCOUNT RECONCILIATION REPORT
DEPOSITS LIST



BANK ACCOUNT: UNION BANK AND TRUST

STATEMENT BEGIN DATE: 03/01/2020 BEGINNING BALANCE: 1,732,648.67 INTEREST EARNED: 1,674.70
STATEMENT END DATE: 04/01/2020 ENDING BALANCE: 1,707,527.70 FEES CHARGED: 0.00

| CLEARED | DATE | RECEIPT | AMOUNT | DESCRIPTION | CONTROL NUMBER |
|---|---|---|---|---|---|
| Y | 03/18/2020 | | 1,724.09 | COOP HOME DEPOT ADM FEE | 031820PQ |
| Y | 03/18/2020 | | 285.00 | COOP MOVIE LIC RAYMOND | 031820PQ |
| Y | 03/30/2020 | | 136.74 | COOP STATE INDUST ADM FEE | 033020PQ |
| DEPOSIT: BLANK | | 03/30/2020 | 123,460.96 | | |

| | |
|---|---|
| TOTAL DEPOSITS | 123,460.96 |
| TOTAL CLEARED DEPOSITS | 13,917.28 |
| TOTAL UNCLEARED DEPOSITS | 109,543.68 |

ESU COORDINATING COUNCIL
BANK ACCOUNT RECONCILIATION REPORT
PAYMENTS LIST

BANK ACCOUNT: UNION BANK AND TRUST

STATEMENT BEGIN DATE: 03/01/2020
STATEMENT END DATE: 04/01/2020

BEGINNING BALANCE: 1,732,648.67
ENDING BALANCE: 1,707,527.70

INTEREST EARNED: 1,674.70
FEES CHARGED: 0.00

| CLEARED | CHECK DATE | CHECK NUMBER | AMOUNT | CHECK TYPE | CLEAR DATE | VENDOR | VENDOR NAME |
|---|---|---|---|---|---|---|---|
| N | 07/10/2019 | 14666 | 2,145.93 | MANUAL | | 1057 | ESU 3 |
| N | 07/10/2019 | 14675 | 94.00 | MANUAL | | 1462 | HOLIDAY INN EXPRESS - CHADRON |
| N | 08/28/2019 | 14778 | 351.48 | MANUAL | | 1111 | WADE FRUHLING |
| N | 10/03/2019 | 14794 | 156.18 | MANUAL | | 1339 | NEBRASKA NOTARY ASSOCIATION |
| N | 10/03/2019 | 14809 | 61.48 | MANUAL | | 1086 | SCOTT ISAACSON |
| N | 12/19/2019 | 14886 | 1,543.50 | MANUAL | | 1442 | SECURLY |
| Y | 03/06/2020 | 14908 | 98,695.71 | MANUAL | 04/01/2020 | 1064 | ESU 17 |
| Y | 03/06/2020 | 14909 | 2,373.00 | MANUAL | 04/01/2020 | 1247 | KSB SCHOOL LAW |
| Y | 03/06/2020 | 14910 | 636.35 | MANUAL | 04/01/2020 | 1431 | UNL ITS COMMUNICATION CENTER |
| Y | 03/06/2020 | 14911 | 175.07 | MANUAL | 04/01/2020 | 1196 | MAILFINANCE |
| Y | 03/06/2020 | 14912 | 126.54 | MANUAL | 04/01/2020 | 1050 | BISHOP BUSINESS |
| Y | 03/06/2020 | 14913 | 81.53 | MANUAL | 04/01/2020 | 1515 | PROJECT HARMONY |
| Y | 03/06/2020 | 14914 | 850.34 | MANUAL | 04/01/2020 | 1514 | KYOCERA |
| Y | 03/06/2020 | 14915 | 188.00 | MANUAL | 04/01/2020 | 1387 | COMFORT INN SUITES |
| Y | 03/06/2020 | 14916 | 188.00 | MANUAL | 04/01/2020 | 1395 | HOLIDAY INN EXPRESS & SUITES |
| Y | 03/06/2020 | 14917 | 1,255.31 | MANUAL | 04/01/2020 | 1057 | ESU 3 |
| Y | 03/06/2020 | 14918 | 668.97 | MANUAL | 04/01/2020 | 1150 | ESU 5 |
| Y | 03/06/2020 | 14919 | 4,372.42 | MANUAL | 04/01/2020 | 1067 | ESU 10 |
| Y | 03/06/2020 | 14920 | 250.00 | MANUAL | 04/01/2020 | 1068 | ESU 13 |
| Y | 03/06/2020 | 14921 | 250.00 | MANUAL | 04/01/2020 | 1104 | ESU 16 |
| Y | 03/06/2020 | 14922 | 317.40 | MANUAL | 04/01/2020 | 1503 | KRAIG LOFQUIST |
| Y | 03/06/2020 | 14923 | 361.97 | MANUAL | 04/01/2020 | 1061 | DEB HERICKS |
| Y | 03/06/2020 | 14924 | 353.05 | MANUAL | 04/01/2020 | 1076 | PRISCILLA QUINTANA |
| Y | 03/06/2020 | 14925 | 315.29 | MANUAL | 04/01/2020 | 1087 | RHONDA EIS |
| Y | 03/06/2020 | 14926 | 246.10 | MANUAL | 04/01/2020 | 1513 | MINH VU |
| Y | 03/06/2020 | 14927 | 249.11 | MANUAL | 04/01/2020 | 1442 | SECURLY |
| Y | 03/06/2020 | EFT00127 | 3,335.93 | MANUAL | 04/01/2020 | 1039 | UNION BANK & TRUST COMPANY |

| | |
|---|---|
| TOTAL PAYMENTS | 119,642.66 |
| TOTAL CLEARED PAYMENTS | 115,290.09 |
| TOTAL UNCLEARED PAYMENTS | 4,352.57 |

ESU COORDINATING COUNCIL
BANK ACCOUNT RECONCILIATION REPORT
JOURNAL ENTRIES LIST

BANK ACCOUNT: UNION BANK AND TRUST

STATEMENT BEGIN DATE: 03/01/2020
STATEMENT END DATE: 04/01/2020

BEGINNING BALANCE: 1,732,648.67
ENDING BALANCE: 1,707,527.70

INTEREST EARNED: 1,674.70
FEES CHARGED: 0.00

| CLEARED | DATE | JE NUMBER | AMOUNT | DESCRIPTION | CONTROL NO | JE DESCRIPTION |
|---|---|---|---|---|---|---|
| N | 08/25/2015 | BANKREC | 11.17 | RECONCILIATION INTEREST | 20150731 | |
| N | 04/30/2016 | BANKREC | 92.84 | RECONCILIATION INTEREST | 20160430 | |
| N | 08/16/2016 | BANKREC | 156.42 | RECONCILIATION INTEREST | 20160731 | |
| N | 09/02/2016 | BANKREC | 122.29 | RECONCILIATION INTEREST | 20160831 | |
| N | 10/03/2016 | BANKREC | 145.94 | RECONCILIATION INTEREST | 20160930 | |
| N | 12/02/2016 | BANKREC | 189.30 | RECONCILIATION INTEREST | 20161130 | |
| N | 05/04/2017 | BANKREC | 344.59 | RECONCILIATION INTEREST | 20170430 | |
| N | 10/31/2018 | BANKREC | 2,301.12 | RECONCILIATION INTEREST | 20181031 | |
| N | 03/12/2019 | BANKREC | 2,420.30 | RECONCILIATION INTEREST | 20190228 | |
| N | 06/27/2019 | BANKREC | 2,004.74 | RECONCILIATION INTEREST | 20190531 | |
| N | 08/26/2019 | BANKREC | 2,209.61 | RECONCILIATION INTEREST | 20190731 | |
| Y | 03/10/2020 | 61 | 4,000.06 | RECEIVABLE-RC- 031020PQ | 031020PQ | |
| Y | 03/18/2020 | 62 | 34,097.04 | RECEIVABLE-RC- 031620PQ | 031620PQ | |
| Y | 03/18/2020 | 63 | 280.00 | RECEIVABLE-RC- 031620PQ | 031620PQ | |
| Y | 03/20/2020 | 64 | 34,986.82 | RECEIVABLE-RC- 032020PQ | 032020PQ | |
| Y | 03/23/2020 | 65 | 166.05 | RECEIVABLE-RC- 032320PQ | 032320PQ | |
| Y | 03/26/2020 | 66 | 4.58 | RECEIVABLE-RC- 032620PQ | 032620PQ | |
| Y | 03/30/2020 | 67 | 42.59 | RECEIVABLE-RC- 033020PQ | 033020PQ | |
| Y | 04/01/2020 | 68 | 1,000.00 | RECEIVABLE-RC- 033120PQ | 033120PQ | |

| | |
|---|---|
| TOTAL JOURNAL ENTRIES | 84,575.46 |
| TOTAL CLEARED JOURNAL ENTRIES | 74,577.14 |
| TOTAL UNCLEARED JOURNAL ENTRIES | 9,998.32 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| ORG UNIT - 01202250510 - PDO NOC PROF DEV | | | | | | | |
| 20330 | PROF DEV | 21,000.00 | -535.50 | .00 | 16,164.50 | 4,835.50 | 76.97 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 3,050.00 | .00 | .00 | 593.87 | 2,456.13 | 19.47 |
| 20640 | PERIODICALS/BOOKS | 6,000.00 | .00 | .00 | .00 | 6,000.00 | .00 |
| TOTAL | PDO NOC PROF DEV | 30,050.00 | -535.50 | .00 | 16,758.37 | 13,291.63 | 55.77 |
| ORG UNIT - 01202250520 - PDO SDA PRO DEV | | | | | | | |
| 20330 | PROF DEV | 14,480.00 | .00 | .00 | 15,371.70 | -891.70 | 106.16 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 8,600.00 | 561.82 | .00 | 2,806.82 | 5,793.18 | 32.64 |
| 20640 | PERIODICALS/BOOKS | 750.00 | .00 | .00 | 750.00 | .00 | 100.00 |
| TOTAL | PDO SDA PRO DEV | 23,830.00 | 561.82 | .00 | 18,928.52 | 4,901.48 | 79.43 |
| ORG UNIT - 01202250530 - PDO ESPD PRO DEV | | | | | | | |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 1,000.00 | 199.71 | .00 | 199.71 | 800.29 | 19.97 |
| TOTAL | PDO ESPD PRO DEV | 1,000.00 | 199.71 | .00 | 199.71 | 800.29 | 19.97 |
| ORG UNIT - 01202250540 - PDO TLT PRO DEV | | | | | | | |
| 20330 | PROF DEV | 14,078.00 | 1,000.00 | .00 | 8,869.00 | 5,209.00 | 63.00 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 2,800.00 | 293.69 | .00 | 293.69 | 2,506.31 | 10.49 |
| TOTAL | PDO TLT PRO DEV | 16,878.00 | 1,293.69 | .00 | 9,162.69 | 7,715.31 | 54.29 |
| ORG UNIT - 01202250560 - PDO CRISIS PRO DEV | | | | | | | |
| 20320 | CONTRACTED SERVICES | 60,000.00 | .00 | .00 | 53,388.16 | 6,611.84 | 88.98 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 15,000.00 | .00 | .00 | 6,785.85 | 8,214.15 | 45.24 |
| TOTAL | PDO CRISIS PRO DEV | 75,000.00 | .00 | .00 | 60,174.01 | 14,825.99 | 80.23 |
| ORG UNIT - 01202250620 - BL DEC PRO DEV | | | | | | | |
| 20640 | PERIODICALS/BOOKS | 250.00 | .00 | .00 | .00 | 250.00 | .00 |
| TOTAL | BL DEC PRO DEV | 250.00 | .00 | .00 | .00 | 250.00 | .00 |
| ORG UNIT - 01202310100 - ADMIN BOARD EXP/DUES | | | | | | | |
| 20540 | ADVERTISING | 1,000.00 | .00 | .00 | 523.52 | 476.48 | 52.35 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20810 | DUES/FEES | 15,429.00 | .00 | .00 | 15,637.18 | -208.18 | 101.35 |
| TOTAL | ADMIN BOARD EXP/DUES | 16,429.00 | .00 | .00 | 16,160.70 | 268.30 | 98.37 |
| ORG UNIT - 01202310300 - COOP BOARD EXP/DUES | | | | | | | |
| 20540 | ADVERTISING | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .00 |
| 20810 | DUES/FEES | 2,690.00 | .00 | .00 | .00 | 2,690.00 | .00 |
| TOTAL | COOP BOARD EXP/DUES | 3,690.00 | .00 | .00 | .00 | 3,690.00 | .00 |
| ORG UNIT - 01202310620 - BL DEC BOARD EXP/DUES | | | | | | | |
| 20810 | DUES/FEES | 310.00 | .00 | .00 | .00 | 310.00 | .00 |
| TOTAL | BL DEC BOARD EXP/DUES | 310.00 | .00 | .00 | .00 | 310.00 | .00 |
| ORG UNIT - 01202320100 - ADMIN SALARY EXEC DIRECTO | | | | | | | |
| 20110 | SALARIES | 84,506.00 | 7,794.20 | .00 | 46,765.16 | 37,740.84 | 55.34 |
| 20220 | SOCIAL SECURITY | 6,465.00 | 535.58 | .00 | 3,145.94 | 3,319.06 | 48.66 |
| 20230 | RETIREMENT | 9,239.00 | 769.89 | .00 | 4,619.34 | 4,619.66 | 50.00 |
| 20270 | WORK COMP | 562.00 | 46.76 | .00 | 280.56 | 281.44 | 49.92 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20330 | PROF DEV | 400.00 | .00 | .00 | .00 | 400.00 | .00 |
| 20333 | MILEAGE | 6,000.00 | 317.40 | .00 | 2,052.49 | 3,947.51 | 34.21 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 19,915.00 | 1,983.03 | .00 | 7,960.72 | 11,954.28 | 39.97 |
| 20610 | SUPPLIES | 400.00 | 49.79 | .00 | 275.60 | 124.40 | 68.90 |
| TOTAL | ADMIN SALARY EXEC DIRECTO | 127,487.00 | 11,496.65 | .00 | 65,099.81 | 62,387.19 | 51.06 |
| ORG UNIT - 01202320300 - COOP EXEC DIR SALARY/EXP | | | | | | | |
| 20110 | SALARIES | 8,712.00 | 803.53 | .00 | 4,821.17 | 3,890.83 | 55.34 |
| 20220 | SOCIAL SECURITY | 666.00 | 55.21 | .00 | 324.30 | 341.70 | 48.69 |
| 20230 | RETIREMENT | 953.00 | 79.37 | .00 | 476.22 | 476.78 | 49.97 |
| 20270 | WORK COMP | 57.00 | 4.82 | .00 | 28.92 | 28.08 | 50.74 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| TOTAL | COOP EXEC DIR SALARY/EXP | 10,388.00 | 942.93 | .00 | 5,650.61 | 4,737.39 | 54.40 |
| ORG UNIT - 01202320400 - SRS EXEC DIR SALARIES/EXP | | | | | | | |
| 20110 | SALARIES | 9,583.00 | 883.88 | .00 | 5,303.23 | 4,279.77 | 55.34 |
| 20220 | SOCIAL SECURITY | 733.00 | 60.74 | .00 | 356.78 | 376.22 | 48.67 |
| 20230 | RETIREMENT | 1,048.00 | 87.31 | .00 | 523.86 | 524.14 | 49.99 |
| 20270 | WORK COMP | 63.00 | 5.30 | .00 | 31.80 | 31.20 | 50.48 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| TOTAL | SRS EXEC DIR SALARIES/EXP | 11,427.00 | 1,037.23 | .00 | 6,215.67 | 5,211.33 | 54.39 |
| ORG UNIT - 01202320600 - BL IMAT EXEC DIR SALARY/E | | | | | | | |
| 20110 | SALARIES | 10,454.00 | 964.24 | .00 | 5,785.38 | 4,668.62 | 55.34 |
| 20220 | SOCIAL SECURITY | 800.00 | 66.26 | .00 | 389.20 | 410.80 | 48.65 |
| 20230 | RETIREMENT | 1,143.00 | 95.24 | .00 | 571.44 | 571.56 | 49.99 |
| 20270 | WORK COMP | 69.00 | 5.79 | .00 | 34.74 | 34.26 | 50.35 |
| TOTAL | BL IMAT EXEC DIR SALARY/E | 12,466.00 | 1,131.53 | .00 | 6,780.76 | 5,685.24 | 54.39 |
| ORG UNIT - 01202320620 - BL DEC EXEC SALARY/EXP | | | | | | | |
| 20110 | SALARIES | 60,984.00 | 5,624.67 | .00 | 33,748.05 | 27,235.95 | 55.34 |
| 20220 | SOCIAL SECURITY | 4,665.00 | 386.50 | .00 | 2,270.26 | 2,394.74 | 48.67 |
| 20230 | RETIREMENT | 6,667.00 | 555.59 | .00 | 3,333.54 | 3,333.46 | 50.00 |
| 20270 | WORK COMP | 405.00 | 33.75 | .00 | 202.50 | 202.50 | 50.00 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| TOTAL | BL DEC EXEC SALARY/EXP | 72,721.00 | 6,600.51 | .00 | 39,554.35 | 33,166.65 | 54.39 |
| ORG UNIT - 01202330100 - ADMIN LEGAL/GOVT RELATION | | | | | | | |
| 20314 | GOVT RELATIONS | 28,700.00 | .00 | .00 | 14,309.66 | 14,390.34 | 49.86 |
| 20317 | LEGAL | 15,050.00 | 790.13 | .00 | 5,126.27 | 9,923.73 | 34.06 |
| TOTAL | ADMIN LEGAL/GOVT RELATION | 43,750.00 | 790.13 | .00 | 19,435.93 | 24,314.07 | 44.42 |
| ORG UNIT - 01202330300 - COOP LEGAL/GOVT RELATIONS | | | | | | | |
| 20317 | LEGAL | 15,050.00 | 727.12 | .00 | 5,077.58 | 9,972.42 | 33.74 |
| 20820 | JUDGEMENTS/SETTLEMENTS | 33,333.00 | .00 | .00 | 33,333.34 | - .34 | 100.00 |
| TOTAL | COOP LEGAL/GOVT RELATIONS | 48,383.00 | 727.12 | .00 | 38,410.92 | 9,972.08 | 79.39 |
| ORG UNIT - 01202330400 - SRS LEGAL/GOVT RELATIONS | | | | | | | |
| 20317 | LEGAL | 2,450.00 | 128.63 | .00 | 834.51 | 1,615.49 | 34.06 |
| TOTAL | SRS LEGAL/GOVT RELATIONS | 2,450.00 | 128.63 | .00 | 834.51 | 1,615.49 | 34.06 |
| ORG UNIT - 01202330500 - PDO LEGAL/GOVT RELATIONS | | | | | | | |
| 20317 | LEGAL | 1,000.00 | 535.50 | .00 | 850.50 | 149.50 | 85.05 |
| TOTAL | PDO LEGAL/GOVT RELATIONS | 1,000.00 | 535.50 | .00 | 850.50 | 149.50 | 85.05 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| ORG UNIT - 01202330600 - BL IMAT LEGAL/GOVT RELATI | | | | | | | |
| 20317 | LEGAL | 1,225.00 | 64.31 | .00 | 402.91 | 822.09 | 32.89 |
| TOTAL | BL IMAT LEGAL/GOVT RELATI | 1,225.00 | 64.31 | .00 | 402.91 | 822.09 | 32.89 |
| ORG UNIT - 01202330620 - BL DEC LEGAL/GOVT RELATIO | | | | | | | |
| 20317 | LEGAL | 1,225.00 | 64.31 | .00 | 417.26 | 807.74 | 34.06 |
| TOTAL | BL DEC LEGAL/GOVT RELATIO | 1,225.00 | 64.31 | .00 | 417.26 | 807.74 | 34.06 |
| ORG UNIT - 01202510100 - ADMIN FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 15,830.00 | 206.00 | .00 | 1,280.78 | 14,549.22 | 8.09 |
| TOTAL | ADMIN FISCAL SERVICES | 15,830.00 | 206.00 | .00 | 1,280.78 | 14,549.22 | 8.09 |
| ORG UNIT - 01202510300 - COOP FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 13,330.00 | .00 | .00 | .00 | 13,330.00 | .00 |
| TOTAL | COOP FISCAL SERVICES | 13,330.00 | .00 | .00 | .00 | 13,330.00 | .00 |
| ORG UNIT - 01202510400 - SRS FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 2,170.00 | .00 | .00 | .00 | 2,170.00 | .00 |
| TOTAL | SRS FISCAL SERVICES | 2,170.00 | .00 | .00 | .00 | 2,170.00 | .00 |
| ORG UNIT - 01202510600 - BL IMAT FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 1,085.00 | .00 | .00 | .00 | 1,085.00 | .00 |
| TOTAL | BL IMAT FISCAL SERVICES | 1,085.00 | .00 | .00 | .00 | 1,085.00 | .00 |
| ORG UNIT - 01202510620 - BL DEC FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 1,085.00 | .00 | .00 | 29.60 | 1,055.40 | 2.73 |
| TOTAL | BL DEC FISCAL SERVICES | 1,085.00 | .00 | .00 | 29.60 | 1,055.40 | 2.73 |
| ORG UNIT - 01202520300 - COOP PURCHASE/WAREHOUSE/D | | | | | | | |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20610 | SUPPLIES | 1,200.00 | 40.99 | .00 | 42.83 | 1,157.17 | 3.57 |
| 20900 | OTHER PROGRAM PUCHASES | 1,203,300.00 | -444.05 | 1,068.00 | 5,564.53 | 1,197,735.47 | .46 |
| TOTAL | COOP PURCHASE/WAREHOUSE/D | 1,204,500.00 | -403.06 | 1,068.00 | 5,607.36 | 1,198,892.64 | .47 |
| ORG UNIT - 01202520400 - SRS PURCHASE/WAREHOUSE/DI | | | | | | | |
| 20610 | SUPPLIES | 500.00 | 30.00 | .00 | 89.98 | 410.02 | 18.00 |
| TOTAL | SRS PURCHASE/WAREHOUSE/DI | 500.00 | 30.00 | .00 | 89.98 | 410.02 | 18.00 |
| ORG UNIT - 01202520500 - PDO PURCHASE/WAREHOUSE/DI | | | | | | | |
| 20610 | SUPPLIES | 500.00 | .00 | .00 | 69.09 | 430.91 | 13.82 |
| TOTAL | PDO PURCHASE/WAREHOUSE/DI | 500.00 | .00 | .00 | 69.09 | 430.91 | 13.82 |
| ORG UNIT - 01202520600 - BL IMAT PURCHASE/WAREHOUS | | | | | | | |
| 20320 | CONTRACTED SERVICES | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .00 |
| 20900 | OTHER PROGRAM PUCHASES | 224,973.00 | .00 | .00 | 111,529.25 | 113,443.75 | 49.57 |
| TOTAL | BL IMAT PURCHASE/WAREHOUS | 225,973.00 | .00 | .00 | 111,529.25 | 114,443.75 | 49.36 |
| ORG UNIT - 01202520620 - BL DEC PURCHASE/WAREHOUSE | | | | | | | |
| 20610 | SUPPLIES | 500.00 | 30.00 | .00 | 32.94 | 467.06 | 6.59 |
| TOTAL | BL DEC PURCHASE/WAREHOUSE | 500.00 | 30.00 | .00 | 32.94 | 467.06 | 6.59 |
| ORG UNIT - 01202530100 - ADMIN PRINT/PUB/DUP | | | | | | | |
| 20550 | PRINTING/BINDING | 1,000.00 | 94.90 | .00 | 674.23 | 325.77 | 67.42 |
| TOTAL | ADMIN PRINT/PUB/DUP | 1,000.00 | 94.90 | .00 | 674.23 | 325.77 | 67.42 |
| ORG UNIT - 01202530300 - COOP PRINT/PUB/DUP | | | | | | | |
| 20550 | PRINTING/BINDING | 400.00 | 17.50 | .00 | 105.00 | 295.00 | 26.25 |
| TOTAL | COOP PRINT/PUB/DUP | 400.00 | 17.50 | .00 | 105.00 | 295.00 | 26.25 |
| ORG UNIT - 01202530400 - SRS PRINT/PUB/DUP | | | | | | | |
| 20550 | PRINTING/BINDING | 300.00 | 31.64 | .00 | 220.63 | 79.37 | 73.54 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| TOTAL | SRS PRINT/PUB/DUP | 300.00 | 31.64 | .00 | 220.63 | 79.37 | 73.54 |
| ORG UNIT - 01202530620 - BL DEC PRINT/PUB/DUP | | | | | | | |
| 20550 | PRINTING/BINDING | 500.00 | .00 | .00 | 20.48 | 479.52 | 4.10 |
| TOTAL | BL DEC PRINT/PUB/DUP | 500.00 | .00 | .00 | 20.48 | 479.52 | 4.10 |
| ORG UNIT - 01202560100 - ADMIN POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 350.00 | 14.51 | .00 | 96.84 | 253.16 | 27.67 |
| TOTAL | ADMIN POSTAGE | 350.00 | 14.51 | .00 | 96.84 | 253.16 | 27.67 |
| ORG UNIT - 01202560300 - COOP POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 1,500.00 | 177.07 | .00 | 592.81 | 907.19 | 39.52 |
| TOTAL | COOP POSTAGE | 1,500.00 | 177.07 | .00 | 592.81 | 907.19 | 39.52 |
| ORG UNIT - 01202560400 - SRS POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 50.00 | 1.50 | .00 | 10.15 | 39.85 | 20.30 |
| TOTAL | SRS POSTAGE | 50.00 | 1.50 | .00 | 10.15 | 39.85 | 20.30 |
| ORG UNIT - 01202560500 - PDO POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 250.00 | 2.00 | .00 | 25.65 | 224.35 | 10.26 |
| TOTAL | PDO POSTAGE | 250.00 | 2.00 | .00 | 25.65 | 224.35 | 10.26 |
| ORG UNIT - 01202560600 - BL IMAT POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 25.00 | .50 | .00 | 27.00 | -2.00 | 108.00 |
| TOTAL | BL IMAT POSTAGE | 25.00 | .50 | .00 | 27.00 | -2.00 | 108.00 |
| ORG UNIT - 01202560620 - BL DEC POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 100.00 | .00 | .00 | 6.50 | 93.50 | 6.50 |
| TOTAL | BL DEC POSTAGE | 100.00 | .00 | .00 | 6.50 | 93.50 | 6.50 |
| ORG UNIT - 01202580100 - ADMIN TECH SERVICES | | | | | | | |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20320 | CONTRACTED SERVICES | 3,000.00 | .00 | .00 | 2,450.00 | 550.00 | 81.67 |
| 20530 | COMPUTER/INTERNET/PHONE | 100.00 | .00 | .00 | 153.28 | -53.28 | 153.28 |
| 20650 | TECH SOFTWARE/SUPPLIES | 133.00 | .00 | .00 | 218.40 | -85.40 | 164.21 |
| 20734 | TECH HARDWARE | .00 | .00 | .00 | 794.69 | -794.69 | .00 |
| TOTAL | ADMIN TECH SERVICES | 3,233.00 | .00 | .00 | 3,616.37 | -383.37 | 111.86 |
| ORG UNIT - 01202580300 - COOP TECH SERVICES | | | | | | | |
| 20320 | CONTRACTED SERVICES | 6,700.00 | .00 | .00 | 360.00 | 6,340.00 | 5.37 |
| 20530 | COMPUTER/INTERNET/PHONE | 1,271.00 | 147.64 | .00 | 1,098.57 | 172.43 | 86.43 |
| 20650 | TECH SOFTWARE/SUPPLIES | 76,121.00 | 42.49 | 49.16 | 76,151.91 | -30.91 | 100.04 |
| 20734 | TECH HARDWARE | 2,200.00 | .00 | .00 | 354.76 | 1,845.24 | 16.13 |
| TOTAL | COOP TECH SERVICES | 86,292.00 | 190.13 | 49.16 | 77,965.24 | 8,326.76 | 90.35 |
| ORG UNIT - 01202580400 - SRS TECH SERVICES | | | | | | | |
| 20110 | SALARIES | 198,243.00 | 17,965.61 | .00 | 107,793.69 | 90,449.31 | 54.37 |
| 20220 | SOCIAL SECURITY | 15,166.00 | 1,235.10 | .00 | 7,410.60 | 7,755.40 | 48.86 |
| 20230 | RETIREMENT | 21,296.00 | 1,774.61 | .00 | 10,647.66 | 10,648.34 | 50.00 |
| 20270 | WORK COMP | 1,293.00 | 107.75 | .00 | 646.54 | 646.46 | 50.00 |
| 20290 | OTHER BENEFITS | .00 | 10.50 | .00 | 63.00 | -63.00 | .00 |
| 20320 | CONTRACTED SERVICES | 23,113.00 | .00 | .00 | 456.31 | 22,656.69 | 1.97 |
| 20530 | COMPUTER/INTERNET/PHONE | 2,322.00 | 381.81 | .00 | 3,797.26 | -1,475.26 | 163.53 |
| 20650 | TECH SOFTWARE/SUPPLIES | 150.00 | 238.93 | .00 | 951.40 | -801.40 | 634.27 |
| 20734 | TECH HARDWARE | 5,000.00 | .00 | .00 | 179.80 | 4,820.20 | 3.60 |
| TOTAL | SRS TECH SERVICES | 266,583.00 | 21,714.31 | .00 | 131,946.26 | 134,636.74 | 49.50 |
| ORG UNIT - 01202580500 - PDO TECH SERVICES | | | | | | | |
| 20320 | CONTRACTED SERVICES | 4,000.00 | .00 | .00 | 1,500.00 | 2,500.00 | 37.50 |
| 20650 | TECH SOFTWARE/SUPPLIES | .00 | .00 | .00 | 36.00 | -36.00 | .00 |
| TOTAL | PDO TECH SERVICES | 4,000.00 | .00 | .00 | 1,536.00 | 2,464.00 | 38.40 |
| ORG UNIT - 01202580600 - BL IMAT TECH SERVICES | | | | | | | |
| 20530 | COMPUTER/INTERNET/PHONE | 886.00 | 101.81 | .00 | 951.27 | -65.27 | 107.37 |
| 20650 | TECH SOFTWARE/SUPPLIES | 342.00 | .00 | .00 | 223.28 | 118.72 | 65.29 |
| 20734 | TECH HARDWARE | .00 | .00 | .00 | 179.80 | -179.80 | .00 |
| TOTAL | BL IMAT TECH SERVICES | 1,228.00 | 101.81 | .00 | 1,354.35 | -126.35 | 110.29 |
| ORG UNIT - 01202580620 - BL DEC TECH SERVICES | | | | | | | |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20110 | SALARIES | 69,202.00 | 5,766.79 | .00 | 34,600.72 | 34,601.28 | 50.00 |
| 20220 | SOCIAL SECURITY | 5,294.00 | 432.55 | .00 | 2,595.30 | 2,698.70 | 49.02 |
| 20230 | RETIREMENT | 6,836.00 | 569.63 | .00 | 3,417.78 | 3,418.22 | 50.00 |
| 20270 | WORK COMP | 416.00 | 34.59 | .00 | 207.54 | 208.46 | 49.89 |
| 20290 | OTHER BENEFITS | .00 | 3.50 | .00 | 21.00 | -21.00 | .00 |
| 20320 | CONTRACTED SERVICES | 15,500.00 | .00 | .00 | 5,000.00 | 10,500.00 | 32.26 |
| 20530 | COMPUTER/INTERNET/PHONE | 976.00 | 89.09 | .00 | 1,648.99 | -672.99 | 168.95 |
| 20650 | TECH SOFTWARE/SUPPLIES | 160.00 | .00 | .00 | 201.06 | -41.06 | 125.66 |
| 20734 | TECH HARDWARE | .00 | .00 | .00 | 179.80 | -179.80 | .00 |
| TOTAL | BL DEC TECH SERVICES | 98,384.00 | 6,896.15 | .00 | 47,872.19 | 50,511.81 | 48.66 |
| ORG UNIT - 01202610100 - ADMIN RENT/LEASE | | | | | | | |
| 20440 | RENT | 3,493.00 | 230.11 | .00 | 1,380.66 | 2,112.34 | 39.53 |
| 20520 | INSURANCE | 9,999.00 | .00 | .00 | 1,918.00 | 8,081.00 | 19.18 |
| TOTAL | ADMIN RENT/LEASE | 13,492.00 | 230.11 | .00 | 3,298.66 | 10,193.34 | 24.45 |
| ORG UNIT - 01202610300 - COOP RENT/LEASE | | | | | | | |
| 20440 | RENT | 13,063.00 | 683.66 | .00 | 4,869.96 | 8,193.04 | 37.28 |
| 20520 | INSURANCE | 384.00 | 32.00 | .00 | 192.00 | 192.00 | 50.00 |
| TOTAL | COOP RENT/LEASE | 13,447.00 | 715.66 | .00 | 5,061.96 | 8,385.04 | 37.64 |
| ORG UNIT - 01202610400 - SRS RENT/LEASES | | | | | | | |
| 20440 | RENT | 7,865.00 | 657.14 | .00 | 3,942.84 | 3,922.16 | 50.13 |
| TOTAL | SRS RENT/LEASES | 7,865.00 | 657.14 | .00 | 3,942.84 | 3,922.16 | 50.13 |
| ORG UNIT - 01202610600 - BL IMAT RENT/LEASE | | | | | | | |
| 20440 | RENT | 4,397.00 | 96.39 | .00 | 4,078.34 | 318.66 | 92.75 |
| TOTAL | BL IMAT RENT/LEASE | 4,397.00 | 96.39 | .00 | 4,078.34 | 318.66 | 92.75 |
| ORG UNIT - 01202610620 - BL DEC RENT/LEASE | | | | | | | |
| 20440 | RENT | 4,484.00 | 184.50 | .00 | 1,107.00 | 3,377.00 | 24.69 |
| TOTAL | BL DEC RENT/LEASE | 4,484.00 | 184.50 | .00 | 1,107.00 | 3,377.00 | 24.69 |
| ORG UNIT - 01202800100 - ADMIN STAFF SALARY | | | | | | | |
| 20110 | SALARIES | 54,218.00 | 4,518.20 | .00 | 27,109.26 | 27,108.74 | 50.00 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20220 | SOCIAL SECURITY | 3,511.00 | 290.74 | .00 | 1,744.43 | 1,766.57 | 49.68 |
| 20230 | RETIREMENT | 5,355.00 | 446.30 | .00 | 2,677.80 | 2,677.20 | 50.01 |
| 20270 | WORK COMP | 325.00 | 27.10 | .00 | 162.56 | 162.44 | 50.02 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 4,500.00 | 466.90 | .00 | 1,968.05 | 2,531.95 | 43.73 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 2,000.00 | 740.56 | .00 | 1,458.66 | 541.34 | 72.93 |
| TOTAL | ADMIN STAFF SALARY | 69,909.00 | 6,489.80 | .00 | 35,120.76 | 34,788.24 | 50.24 |
| ORG UNIT - 01202800300 - COOP STAFF SALARIES/EXP | | | | | | | |
| 20110 | SALARIES | 228,969.00 | 19,080.73 | .00 | 114,484.46 | 114,484.54 | 50.00 |
| 20220 | SOCIAL SECURITY | 14,059.00 | 1,146.79 | .00 | 6,880.80 | 7,178.20 | 48.94 |
| 20230 | RETIREMENT | 22,617.00 | 1,884.75 | .00 | 11,308.51 | 11,308.49 | 50.00 |
| 20270 | WORK COMP | 1,375.00 | 114.51 | .00 | 687.06 | 687.94 | 49.97 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 7,500.00 | 176.53 | .00 | 1,513.19 | 5,986.81 | 20.18 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 7,500.00 | 1,748.90 | .00 | 4,674.24 | 2,825.76 | 62.32 |
| TOTAL | COOP STAFF SALARIES/EXP | 282,020.00 | 24,152.21 | .00 | 139,548.26 | 142,471.74 | 49.48 |
| ORG UNIT - 01202800400 - SRS STAFF SALARIES/EXP | | | | | | | |
| 20110 | SALARIES | 169,380.00 | 13,283.51 | .00 | 75,878.43 | 93,501.57 | 44.80 |
| 20220 | SOCIAL SECURITY | 12,156.00 | 848.87 | .00 | 5,199.02 | 6,956.98 | 42.77 |
| 20230 | RETIREMENT | 16,730.00 | 1,312.13 | .00 | 7,346.27 | 9,383.73 | 43.91 |
| 20270 | WORK COMP | 1,017.00 | 78.82 | .00 | 447.93 | 569.07 | 44.04 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 3,500.00 | 246.10 | .00 | 2,076.87 | 1,423.13 | 59.34 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 1,500.00 | .00 | .00 | 602.64 | 897.36 | 40.18 |
| TOTAL | SRS STAFF SALARIES/EXP | 204,283.00 | 15,769.43 | .00 | 91,551.16 | 112,731.84 | 44.82 |
| ORG UNIT - 01202800500 - PDO STAFF SALARIES/EXP | | | | | | | |
| 20110 | SALARIES | 7,238.00 | 603.14 | .00 | 3,618.86 | 3,619.14 | 50.00 |
| 20220 | SOCIAL SECURITY | 489.00 | 40.76 | .00 | 244.56 | 244.44 | 50.01 |
| 20230 | RETIREMENT | 715.00 | 59.58 | .00 | 357.48 | 357.52 | 50.00 |
| 20270 | WORK COMP | 43.00 | 3.62 | .00 | 21.72 | 21.28 | 50.51 |
| 20330 | PROF DEV | 9,000.00 | 81.53 | 15,524.95 | 19,058.38 | -10,058.38 | 211.76 |
| 20333 | MILEAGE | 500.00 | .00 | .00 | .00 | 500.00 | .00 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 4,000.00 | 1,835.00 | .00 | 1,835.00 | 2,165.00 | 45.88 |
| TOTAL | PDO STAFF SALARIES/EXP | 21,985.00 | 2,623.63 | 15,524.95 | 25,136.00 | -3,151.00 | 114.33 |
| ORG UNIT - 01202800570 - INNOVATIVE STAFF SALARIES | | | | | | | |
| 20110 | SALARIES | 44,162.00 | .00 | .00 | .00 | 44,162.00 | .00 |
| 20220 | SOCIAL SECURITY | 3,726.00 | .00 | .00 | .00 | 3,726.00 | .00 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20230 | RETIREMENT | 3,374.00 | .00 | .00 | .00 | 3,374.00 | .00 |
| 20270 | WORK COMP | 53.00 | .00 | .00 | .00 | 53.00 | .00 |
| TOTAL | INNOVATIVE STAFF SALARIES | 51,315.00 | .00 | .00 | .00 | 51,315.00 | .00 |
| ORG UNIT - 01202800600 - BL IMAT STAFF SALARY/EXP | | | | | | | |
| 20110 | SALARIES | 68,495.00 | 3,748.26 | .00 | 31,113.68 | 37,381.32 | 45.42 |
| 20220 | SOCIAL SECURITY | 4,851.00 | 276.20 | .00 | 2,225.43 | 2,625.57 | 45.88 |
| 20230 | RETIREMENT | 6,766.00 | 370.24 | .00 | 3,056.53 | 3,709.47 | 45.17 |
| 20270 | WORK COMP | 411.00 | 22.48 | .00 | 181.88 | 229.12 | 44.25 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 1,500.00 | 301.31 | .00 | 618.57 | 881.43 | 41.24 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 500.00 | 13.98 | .00 | 307.30 | 192.70 | 61.46 |
| 20610 | SUPPLIES | 50.00 | 30.00 | .00 | 79.97 | -29.97 | 159.94 |
| TOTAL | BL IMAT STAFF SALARY/EXP | 82,573.00 | 4,762.47 | .00 | 37,583.36 | 44,989.64 | 45.52 |
| ORG UNIT - 01202800620 - BL DEC STAFF SALARY/EXP | | | | | | | |
| 20110 | SALARIES | 123,021.00 | 2,413.35 | .00 | 48,976.17 | 74,044.83 | 39.81 |
| 20220 | SOCIAL SECURITY | 8,130.00 | 166.01 | .00 | 3,268.82 | 4,861.18 | 40.21 |
| 20230 | RETIREMENT | 12,151.00 | 238.39 | .00 | 4,770.59 | 7,380.41 | 39.26 |
| 20270 | WORK COMP | 738.00 | 14.47 | .00 | 274.82 | 463.18 | 37.24 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 4,000.00 | .00 | .00 | 1,907.62 | 2,092.38 | 47.69 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 5,131.00 | .00 | .00 | 1,645.39 | 3,485.61 | 32.07 |
| 20733 | FURNITURE | .00 | .00 | .00 | .00 | .00 | .00 |
| TOTAL | BL DEC STAFF SALARY/EXP | 153,171.00 | 2,832.22 | .00 | 60,843.41 | 92,327.59 | 39.72 |
| ORG UNIT - 01203500500 - PDO STATE GRANTS | | | | | | | |
| 20320 | CONTRACTED SERVICES | 1,300,000.00 | 500.00 | 7,775.00 | 8,275.00 | 1,291,725.00 | .64 |
| TOTAL | PDO STATE GRANTS | 1,300,000.00 | 500.00 | 7,775.00 | 8,275.00 | 1,291,725.00 | .64 |
| ORG UNIT - 01203575570 - PDO INNOVATIVE GRANT | | | | | | | |
| 20320 | CONTRACTED SERVICES | 80,756.00 | .00 | .00 | 52,121.60 | 28,634.40 | 64.54 |
| 20330 | PROF DEV | 9,508.00 | .00 | .00 | .00 | 9,508.00 | .00 |
| 20333 | MILEAGE | 6,000.00 | .00 | .00 | 61.48 | 5,938.52 | 1.02 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 1,437.00 | .00 | .00 | 2,924.51 | -1,487.51 | 203.51 |
| 20610 | SUPPLIES | 543.00 | .00 | .00 | 2.50 | 540.50 | .46 |
| 20734 | TECH HARDWARE | 64,944.00 | .00 | .00 | .00 | 64,944.00 | .00 |
| TOTAL | PDO INNOVATIVE GRANT | 163,188.00 | .00 | .00 | 55,110.09 | 108,077.91 | 33.77 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| ORG UNIT - 01209000100 - ADMIN FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| TOTAL | ADMIN FLOW THROUGH | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| ORG UNIT - 01209000300 - COOP FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| TOTAL | COOP FLOW THROUGH | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| ORG UNIT - 01209000400 - SRS FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| TOTAL | SRS FLOW THROUGH | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| ORG UNIT - 01209000500 - PDO FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 30,000.00 | .00 | .00 | .00 | 30,000.00 | .00 |
| TOTAL | PDO FLOW THROUGH | 30,000.00 | .00 | .00 | .00 | 30,000.00 | .00 |
| ORG UNIT - 01209000560 - PDO CRISIS FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 15,000.00 | .00 | .00 | .00 | 15,000.00 | .00 |
| TOTAL | PDO CRISIS FLOW THROUGH | 15,000.00 | .00 | .00 | .00 | 15,000.00 | .00 |
| ORG UNIT - 01209000600 - BL IMAT FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 40,000.00 | .00 | .00 | .00 | 40,000.00 | .00 |
| TOTAL | BL IMAT FLOW THROUGH | 40,000.00 | .00 | .00 | .00 | 40,000.00 | .00 |
| ORG UNIT - 01209000620 - BL DEC FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 15,000.00 | .00 | .00 | .00 | 15,000.00 | .00 |
| TOTAL | BL DEC FLOW THROUGH | 15,000.00 | .00 | .00 | .00 | 15,000.00 | .00 |
| TOTAL REPORT | | 4,931,756.00 | 113,157.09 | 24,417.11 | 1,160,402.77 | 3,771,353.23 | 23.53 |

**March 31, 2020**

Budget Summary

Checkbook Balances:

As of Sept. 1, 2019 = $1,008,844.04

**As of Mar 1, 2020= $1,728,296.10**

| | Mar. 2020 Receipts | Mar. 2020 Disbursements | Mar. 2019 Receipts | Mar. 2019 Disbursements |
|---|---|---|---|---|
| ESUCC Admin | $1,674.70 | ($19,319.10) | $2,624.02 | ($35,019.39) |
| COOP | $14,090.50 | ($26,580.56) | $29,427.11 | ($100,184.00) |
| DEC | $0.00 | ($16,607.69) | $0.00 | ($4,397.18) |
| IMAT | $72,073.92 | ($6,156.51) | $0.00 | ($4,828.58) |
| SRS | $0.00 | ($39,368.38) | $125.00 | ($2,017.20) |
| PDO | $2,330.00 | ($5,714.35) | $1,170.00 | ($31,044.99) |
| | $90,169.12 | ($113,746.59) | $827.50 | ($135,000.00) |
| | | | $33,346.13 | ($177,491.34) |
| ESUCC Reserve | *$250,000.00* | | | |
| **As of Mar. 31, 2020 =** | **$1,704,718.63** | | **Mar. 31, 2019 =** | **$1,471,467.37** |

**Outstanding Receipts As Of 03/31/20**

| | |
|---|---|
| **ESUCC Admin.** | ***$0.00*** |
| MSA, Govt Relations | *$0.00* |
| **COOP** | ***$13,657.20*** |
| Annual Buy Vendor Admin Fees | *$747.61* |
| School Orders Worldbook/Movie Lic./Securly | *$3,612.50* |
| AEPA/Special Buys/Food/Custodial Admin Fees | *$9,297.09* |
| **DEC** | ***$0.00*** |
| | *$0.00* |
| **IMAT** | ***$16,398.88*** |
| MSA, Learn360 Fees | *$16,398.88* |
| **SRS** | ***$0.00*** |
| MSA, SRS Admin Fees | *$0.00* |
| **PDO** | ***$11,735.00*** |
| NDE, Splunk for Adviser | *$7,775.00* |
| PD Meetings/Trainings | |
| Crisis | *$3,960.00* |
| **Total:** | **$41,791.08** |

**FY Net Activity 03/31/20**

| | |
|---|---|
| ESUCC Admin | $153,169.77 |
| COOP | $148,187.83 |
| DEC | $131,779.71 |
| IMAT | $29,833.37 |
| SRS | ($146,803.99) |
| PDO | $379,707.90 |
| | *$695,874.59* |

**Budget Notes/Comments, March 2020:**

| | |
|---|---|
| 23.53% | Total Budget Usage |
| 52.77% | Adjusted Budget Usage |
| 58.31% | Budget Usage Average (7 months) |

**Notes/Special Receipts, March 2020:**

| | |
|---|---|
| $71,073.92 | Learn360 |

**Notes/Special Disbursements, March 2020:**

| | |
|---|---|
| $81.53 | Project Harmony, PDO Presenter |
| $850.34 | Kyocera, Admn Fee Error Reimbursement |
| $4,372.42 | ESU 10, Facility Use Meetings/Trainings |
| $249.11 | Securly, Annual Renewal |
| $1,560.90 | AEPA Flights, Meeting in Austin |

**April Expenses Payable May 2020 Total $135,172.49**

| | | |
|---|---|---|
| NE Auditor of Public Accounts | $18,965.50 | State Audit, FY 2019 |
| AEPA | $4,041.32 | Member Fees |
| CDWG | $7,775.00 | Splunk for Adviser |

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 09000 | 14886 V | 12/19/19 | 1442 | SECURLY | 01202520300 | 20900 | COOP SECURLY, TRI C | 0.00 | -1,543.50 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320100 | 20110 | ADMN EXEC DIR SALAR | 0.00 | 7,794.20 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320100 | 20220 | ADMN EXEC DIR SS/ME | 0.00 | 535.58 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320100 | 20230 | ADMN EXEC DIR RETIR | 0.00 | 769.89 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320100 | 20270 | ADMN EXEC DIR WORK | 0.00 | 46.76 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800100 | 20110 | ADMN STAFF SALARIES | 0.00 | 4,518.20 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800100 | 20220 | ADMN STAFF SS/MEDIC | 0.00 | 290.74 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800100 | 20230 | ADMN STAFF RETIREME | 0.00 | 446.30 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800100 | 20270 | ADMN STAFF WORK COM | 0.00 | 27.10 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202510100 | 20315 | ADMN FISCAL AGENT F | 0.00 | 206.00 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320300 | 20110 | COOP EXEC DIR SALAR | 0.00 | 803.53 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320300 | 20220 | COOP EXEC DIR SS/ME | 0.00 | 55.21 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320300 | 20230 | COOP EXEC DIR RETIR | 0.00 | 79.37 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320300 | 20270 | COOP EXEC DIR WORK | 0.00 | 4.82 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800300 | 20110 | COOP STAFF SALARIES | 0.00 | 19,080.73 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800300 | 20220 | COOP STAFF SS/MEDIC | 0.00 | 1,146.79 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800300 | 20230 | COOP SAFF RETIREMEN | 0.00 | 1,884.75 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800300 | 20270 | COOP STAFF WORK COM | 0.00 | 114.51 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202610300 | 20440 | COOP RENT AINSWORTH | 0.00 | 608.00 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580300 | 20530 | COOP PHONE AINSWORT | 0.00 | 84.00 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202530300 | 20550 | COOP COPIER/PRINTIN | 0.00 | 17.50 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202610300 | 20520 | COOP BOND/INSURANCE | 0.00 | 32.00 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320620 | 20110 | DEC EXEC DIR SALARI | 0.00 | 5,624.67 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320620 | 20220 | DEC EXEC DIR SS/MED | 0.00 | 386.50 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320620 | 20230 | DEC EXEC DIR RETIRE | 0.00 | 555.59 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320620 | 20270 | DEC EXEC DIR WORK C | 0.00 | 33.75 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20110 | DEC TECH SALARIES | 0.00 | 5,766.79 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20220 | DEC TECH SS/MEDICAR | 0.00 | 432.55 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20230 | DEC TECH RETIREMENT | 0.00 | 569.63 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20270 | DEC TECH WORK COMP | 0.00 | 34.59 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20290 | DEC TECH WAGE WORKS | 0.00 | 3.50 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800620 | 20110 | DEC STAFF SALARIES | 0.00 | 2,413.35 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800620 | 20220 | DEC STAFF SS/MEDICA | 0.00 | 166.01 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800620 | 20230 | DEC STAFF RETIREMEN | 0.00 | 238.39 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800620 | 20270 | DEC STAFF WORK COMP | 0.00 | 14.47 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320600 | 20220 | IMAT EXEC DIR SS/ME | 0.00 | 66.26 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320600 | 20230 | IMAT EXEC DIR RETIR | 0.00 | 95.24 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320600 | 20270 | IMAT EXED DIR WORK | 0.00 | 5.79 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800600 | 20110 | IMAT STAFF SALAIRES | 0.00 | 3,748.26 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800600 | 20220 | IMAT STAFF SS/MEDIC | 0.00 | 276.20 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800600 | 20230 | IMAT STAFF RETIREME | 0.00 | 370.24 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800600 | 20270 | IMAT STAFF WORK COM | 0.00 | 22.48 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320400 | 20110 | SRS EXEC DIR SALARI | 0.00 | 883.88 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320400 | 20220 | SRS EXEC DIR SS/MED | 0.00 | 60.74 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320400 | 20230 | SRS EXEC DIR RETIRE | 0.00 | 87.31 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320400 | 20270 | SRS EXEC DIR WORK C | 0.00 | 5.30 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20110 | SRS TECH SALARIES | 0.00 | 17,965.61 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20220 | SRS TECH SS/MEDICAR | 0.00 | 1,235.10 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20230 | SRS TECH RETIREMENT | 0.00 | 1,774.61 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20270 | SRS TECH WORK COMP | 0.00 | 107.75 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20290 | SRS TECH WAGE WORKS | 0.00 | 10.50 |

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800400 | 20110 | SRS STAFF SALARIES | 0.00 | 13,283.51 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800400 | 20220 | SRS STAFF SS/MEDICA | 0.00 | 848.87 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800400 | 20230 | SRS STAFF RETIREMEN | 0.00 | 1,312.13 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800400 | 20270 | SRS STAFF WORK COMP | 0.00 | 78.82 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800500 | 20110 | PD STAFF SALARIES | 0.00 | 603.14 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800500 | 20220 | PD STAFF SS/MEDICAR | 0.00 | 40.76 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800500 | 20230 | PD STAFF RETIREMENT | 0.00 | 59.58 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800500 | 20270 | PD STAFF WORK COMP | 0.00 | 3.62 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320600 | 20110 | IMAT EXEC DIR SALAR | 0.00 | 964.24 |
| TOTAL CHECK | | | | | | | | 0.00 | 98,695.71 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330100 | 20317 | ADMN LEGAL SERVICE | 0.00 | 790.13 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330300 | 20317 | COOP LEGAL SERVICE | 0.00 | 790.12 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330400 | 20317 | SRS LEGAL SERVICE | 0.00 | 128.63 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330600 | 20317 | IMAT LEGAL SERVICE | 0.00 | 64.31 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330620 | 20317 | DEC LEGAL SERVICE | 0.00 | 64.31 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330500 | 20317 | PDO ESPD LEGAL SERV | 0.00 | 535.50 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,373.00 |
| 09000 | 14910 | 03/06/20 | 1431 | UNL ITS COMMUNICATI | 01202580300 | 20530 | COOP DATA CENTER SP | 0.00 | 63.64 |
| 09000 | 14910 | 03/06/20 | 1431 | UNL ITS COMMUNICATI | 01202580400 | 20530 | SRS DATA CENTER SPA | 0.00 | 381.81 |
| 09000 | 14910 | 03/06/20 | 1431 | UNL ITS COMMUNICATI | 01202580600 | 20530 | IMAT DATA CENTER SP | 0.00 | 101.81 |
| 09000 | 14910 | 03/06/20 | 1431 | UNL ITS COMMUNICATI | 01202580620 | 20530 | DEC DATA CENTER SPA | 0.00 | 89.09 |
| TOTAL CHECK | | | | | | | | 0.00 | 636.35 |
| 09000 | 14911 | 03/06/20 | 1196 | MAILFINANCE | 01202560300 | 20531 | COOP POSTAGE METER | 0.00 | 175.07 |
| 09000 | 14912 | 03/06/20 | 1050 | BISHOP BUSINESS | 01202530100 | 20550 | ADMN PRINTING EXP | 0.00 | 94.90 |
| 09000 | 14912 | 03/06/20 | 1050 | BISHOP BUSINESS | 01202530400 | 20550 | SRS PRITING EXP | 0.00 | 31.64 |
| TOTAL CHECK | | | | | | | | 0.00 | 126.54 |
| 09000 | 14913 | 03/06/20 | 1515 | PROJECT HARMONY | 01202800500 | 20330 | PDO PROF DEV TRAINE | 0.00 | 81.53 |
| 09000 | 14914 | 03/06/20 | 1514 | KYOCERA | 01202520300 | 20900 | COOP ADMN FEE REIMB | 0.00 | 850.34 |
| 09000 | 14915 | 03/06/20 | 1387 | COMFORT INN SUITES | 01202800300 | 20580 | COOP TRAVEL/LODGING | 0.00 | 188.00 |
| 09000 | 14916 | 03/06/20 | 1395 | HOLIDAY INN EXPRESS | 01202320100 | 20580 | ADMN STAFF TRAVEL/L | 0.00 | 188.00 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610100 | 20440 | ADMN RENT OMAHA | 0.00 | 230.11 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610300 | 20440 | COOP RENT OMAHA | 0.00 | 75.66 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610400 | 20440 | SRS RENT OMAHA | 0.00 | 657.14 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610600 | 20440 | IMAT RENT OMAHA | 0.00 | 96.39 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610620 | 20440 | DEC RENT OMAHA | 0.00 | 184.50 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202560100 | 20531 | ADMN POSTAGE OMAHA | 0.00 | 11.51 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,255.31 |
| 09000 | 14918 | 03/06/20 | 1150 | ESU 5 | 01202800100 | 20580 | ADMN TRAVEL/MEETING | 0.00 | 668.97 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202320100 | 20580 | ADMN TRAVEL/MEETNGS | 0.00 | 482.20 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202250520 | 20580 | SDA TRAVEL/MEETINGS | 0.00 | 561.82 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202250540 | 20580 | TLT TRAVEL/MEETINGS | 0.00 | 293.69 |

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202250530 | 20580 | ESPD TRAVEL/MEETING | 0.00 | 199.71 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202800500 | 20580 | PDO TRAVEL/MEETINGS | 0.00 | 1,835.00 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202250540 | 20330 | TLT PROF DEV TRAINI | 0.00 | 1,000.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 4,372.42 |
| 09000 | 14920 | 03/06/20 | 1068 | ESU 13 | 01203500500 | 20320 | ADVISER WORK DAY | 0.00 | 250.00 |
| 09000 | 14921 | 03/06/20 | 1104 | ESU 16 | 01203500500 | 20320 | ADVISER WORK DAY | 0.00 | 250.00 |
| 09000 | 14922 | 03/06/20 | 1503 | KRAIG LOFQUIST | 01202320100 | 20333 | ADMN MILEAGE REIMBU | 0.00 | 317.40 |
| 09000 | 14923 | 03/06/20 | 1061 | DEB HERICKS | 01202800100 | 20333 | ADMN STAFF MILEAGE | 0.00 | 290.38 |
| 09000 | 14923 | 03/06/20 | 1061 | DEB HERICKS | 01202800100 | 20580 | ADMN STAFF TRAVEL E | 0.00 | 71.59 |
| TOTAL CHECK | | | | | | | | 0.00 | 361.97 |
| 09000 | 14924 | 03/06/20 | 1076 | PRISCILLA QUINTANA | 01202800100 | 20333 | ADMN STAFF MILEAGE | 0.00 | 176.52 |
| 09000 | 14924 | 03/06/20 | 1076 | PRISCILLA QUINTANA | 01202800300 | 20333 | COOP STAFF MILEAGE | 0.00 | 176.53 |
| TOTAL CHECK | | | | | | | | 0.00 | 353.05 |
| 09000 | 14925 | 03/06/20 | 1087 | RHONDA EIS | 01202800600 | 20580 | IMAT STAFF TRAVEL/M | 0.00 | 13.98 |
| 09000 | 14925 | 03/06/20 | 1087 | RHONDA EIS | 01202800600 | 20333 | IMAT STAFF MILEAGE | 0.00 | 301.31 |
| TOTAL CHECK | | | | | | | | 0.00 | 315.29 |
| 09000 | 14926 | 03/06/20 | 1513 | MINH VU | 01202800400 | 20333 | SRS STAFF MILEAGE R | 0.00 | 246.10 |
| 09000 | 14927 | 03/06/20 | 1442 | SECURLY | 01202520300 | 20900 | COOP SECURLY RIVERS | 0.00 | 249.11 |
| 09000 | 14929 V | 04/09/20 | 1247 | KSB SCHOOL LAW | 01202330300 | 20317 | COOP LEGAL SERVICE | 0.00 | -63.00 |
| 09000 | 14929 V | 04/09/20 | 1247 | KSB SCHOOL LAW | 01202250510 | 20330 | PDO NOC PROF DEV | 0.00 | -535.50 |
| TOTAL CHECK | | | | | | | | 0.00 | -598.50 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202320100 | 20580 | ADMN TRAVEL EXP | 0.00 | 1,312.83 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202320100 | 20610 | ADMN SUPPLIES | 0.00 | 19.79 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202320100 | 20610 | ADMN SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202520300 | 20610 | COOP SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202520400 | 20610 | SRS SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202800600 | 20610 | IMAT SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202520620 | 20610 | DEC SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202800300 | 20580 | COOP TRAVEL EXP, AE | 0.00 | 1,560.90 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202520300 | 20610 | COOP OFFICE SUPPLIE | 0.00 | 10.99 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202580400 | 20650 | SRS SOFTWARE, JETBR | 0.00 | 213.93 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202580400 | 20650 | SRS SOFTWARE, GITHU | 0.00 | 25.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202580300 | 20650 | COOP SOFTWARE, MAIL | 0.00 | 42.49 |
| TOTAL CHECK | | | | | | | | 0.00 | 3,335.93 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 113,148.09 |
| TOTAL FUND | | | | | | | | 0.00 | 113,148.09 |
| TOTAL REPORT | | | | | | | | 0.00 | 113,148.09 |

ESU COORDINATING COUNCIL
Purchase Order STATUS REPORT

INFO: ORDERED BY NUMBER

SELECTION CRITERIA: encledgr.yr='20'

| PURCHASE OR | ORG UNIT | ACCOUNT | ACCOUNT | VENDOR / DATE | NAME / DESCRIPTION | SALES TAX / USE TAX | ORIGINAL / PAYMENTS | CHANGE / BALANCE |
|---|---|---|---|---|---|---|---|---|
| P2000001-01 | 01202520300 | 20900 | | 1038 | WORLD BOOK | 0.00 | 1068.00 | 0.00 |
| | | | | 09/27/19 | WB-NE-PS-COMBO WORLD BO | 0.00 | 0.00 | 1068.00 |
| P2000004-01 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 5000.00 | 0.00 |
| | | | | 03/12/20 | FOUNDATION DAY TRAINING, | 0.00 | 0.00 | 5000.00 |
| P2000004-02 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 5000.00 | 0.00 |
| | | | | 03/12/20 | IMPACT SERIES: MINDFRAMES | 0.00 | 0.00 | 5000.00 |
| P2000004-03 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 2640.00 | 0.00 |
| | | | | 03/12/20 | MINDFRAMES FOR SUCCESS RE | 0.00 | 0.00 | 2640.00 |
| P2000004-04 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 2640.00 | 0.00 |
| | | | | 03/12/20 | FOUNDATION DAY RESOURCE G | 0.00 | 0.00 | 2640.00 |
| P2000004-05 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 244.95 | 0.00 |
| | | | | 03/12/20 | SHIPPING | 0.00 | 0.00 | 244.95 |
| P2000005-01 | 01203500500 | 20320 | | 1007 | CDW GOVERNMENT INC. | 0.00 | 7775.00 | 0.00 |
| | | | | 03/30/20 | SPLUNK ENTERPRISE LICENSE | 0.00 | 0.00 | 7775.00 |
| TOTAL REPORT | | | | | | 0.00 | 24367.95 | 0.00 |
| | | | | | | 0.00 | 0.00 | 24367.95 |

# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

Charlie Janssen
State Auditor

Charlie.Janssen@nebraska.gov
PO Box 98917
State Capitol, Suite 2303
Lincoln, Nebraska 68509
402-471-2111, FAX 402-471-3301
auditors.nebraska.gov


March 30, 2020

Deb Hericks, Executive Assistant
Educational Service Unit Coordinating Council
6949 South 110th Street
LaVista, Nebraska 68128

Dear Ms. Hericks:

Attached is a copy of the audit report and management letter of the Educational Service Unit Coordinating Council for the fiscal year ended August 31, 2019. You can also access the audit report and management letter on our website at auditors.nebraska.gov.

If you have any questions concerning this report, please do not hesitate to write or call.

Sincerely,

Charlie Janssen
Auditor of Public Accounts

Enclosure

# AUDIT REPORT
# OF THE
# EDUCATIONAL SERVICE UNIT
# COORDINATING COUNCIL

## SEPTEMBER 1, 2018, THROUGH AUGUST 31, 2019

**This document is an official public record of the State of Nebraska, issued by the Auditor of Public Accounts.**

**Modification of this document may change the accuracy of the original document and may be prohibited by law.**

**Issued on March 30, 2020**

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

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## BACKGROUND

The Nebraska Educational Service Unit Coordinating Council (ESUCC) was created in statute to coordinate statewide activities of Nebraska's 17 Educational Service Units (ESUs). The governing body for the ESUCC consists of an administrator representative from each ESU. The ESUCC was created by LB 603 (2007) and officially came into existence, per statute, on July 1, 2008. Fiscal year 2008-2009 was the first year of operation for the ESUCC. The duties of the ESUCC are set out at Neb. Rev. Stat §§ 79-1245 to 79-1249 (Reissue 2014, Cum. Supp. 2018). Section 79-1246(1) provides the following:

> *The Educational Service Unit Coordinating Council shall work toward statewide coordination to provide the most cost-effective services for the students, teachers, and school districts in each educational service unit. The council's duties include, but are not limited to:*
>
> *(a) Preparation of strategic plans to assure the cost-efficient and equitable delivery of services across the state;*
> *(b) Administration of statewide initiatives and provision of statewide services; and*
> *(c) Coordination of distance education.*

Prior to the creation of the ESUCC, the legislature passed LB 1208 (2006), which created the Distance Education Council (DEC). The duties and responsibilities of the DEC were transferred to the ESUCC with the passage of LB 603.

While discussing the formation of the ESUCC, the administrators for the ESUs considered the intent of LB 603. In consultation with legal counsel, policy makers, and various State officials, it was decided that all statewide activities offered in partnership by the ESUs would be placed under the umbrella of the ESUCC. In order to transition to the new structure, the ESUCC established a master services agreement with each ESU. Additionally, fiscal agents for each of the projects were continued in the transition to the ESUCC.

In April 2010, the ESUCC held a planning session and adopted a new organizational chart and administrative structure to manage the statewide projects by September 1, 2010. The new organizational structure organized each of the statewide projects under the administration of a single entity and under management of the ESUCC Executive Director. Much of this transition, including centralizing the accounting, policies, and procedures, was completed during the summer of 2010.

Although complete, this transition continues presently with the review of policies and procedures, as well as the development of strategic plans for each project and the ESUCC as a whole. Additionally, Title 92 NAC 84-003.02A1 provides the following:

> *The ESU administrator or his or her designee shall participate in two jointly established meetings with representatives of the Department and the ESU Coordinating Council annually to establish the focus and coordination of necessary core services based on priorities and on needs that are identified through the analysis of data.*

The Nebraska Department of Education (NDE) and the ESUCC meet during October and April of each year to identify collaborative efforts to meet the core service needs of ESUs and school districts.

<u>Overview of Statewide Projects and Activities:</u>

- **<u>ESU Professional Development Organization (ESUPDO):</u>** The ESUPDO serves as a collaborative effort to provide statewide training for ESU employees and key NDE Staff statewide. Professional development is among the core services identified by State statute for ESUs. The ESUPDO consists of four affiliate groups comprised of ESU employees across the 17 ESUs with representation from essential NDE Staff. As the NDE and the ESUCC continue with statewide efforts, alignment with the NDE Strategic Plan, as well as the six tenets of AQuESTT (Accountability for a Quality Education System, Today and Tomorrow), will better define the direction for the ESUPDO. These groups are the following:

**BACKGROUND**
(Continued)

- **Staff Development Affiliate (SDA):** Members are responsible for providing staff development for their school districts and have assisted the NDE's efforts on statewide and local assessment as well as school improvement for Nebraska's school districts.

- **Network Operations Committee (NOC):** NOC supports the extensive communications network within and among the ESUs and school districts. NOC provides network security and protocols for its districts and ESUs and ensures that the communications network for distance education, internet, email, and internet protocol phones are functioning and secure. Statewide, this group establishes common frameworks and capacities for assisting one another to help ensure the education network functions well.

- **Teaching and Learning with Technology (TLT):** Between 2015 and 2017, membership for Technology Assistant Group (TAG), I-Mat, and Distance Education began a dialogue regarding combined efforts within the three affiliates/projects based upon the fact that 46% of the membership serve in multiple roles. Formalized discussion began during January of 2016 and, as a result of the membership's efforts, the concept of a newly formed affiliate, TLT, evolved. The initial meeting regarding the development of the TLT began with the following stated purpose:

  *Enhance communication through efficient and effective planning, development and implementation while maintaining autonomy of each affiliate.*

  TLT was fully implemented beginning 2017-2018.

- **ESU Special Populations Directors (ESPD):** This affiliate group consists of the special education directors and staff from across the State. It was included in ESUPDO as the need for special education professional development for special education and classroom teachers emerged in the age of standards and assessment, along with the need to develop and share professional development efforts for special education teachers and classroom teachers alike. ESPD is also involved with the NDE in providing leadership for special education training and support.

- **Nebraska ESU Cooperative Purchasing (Coop):** The Coop provides cooperative purchasing services to ESU member schools throughout the State of Nebraska. The service is offered by the ESUCC and Nebraska's 17 ESUs in a joint effort. The ESUCC serves as the governing body for cooperative purchasing.

  Per the ESUCC's website (http://www.esucc.org/COOP-PURCHASING), the Coop's vision is to "provide compliant, competitive, aggregated bidding and purchasing to control and reduce costs to its members by maximizing efficiency of resources and processes in Nebraska and Nationally."

  Additionally, the ESUCC's website provides the following information regarding the Coop:

  *ESUCC Cooperative Purchasing represents 17 Educational Service Units statewide who in turn service Nebraska school districts with over 300,000 students and is currently in its 5th decade of operation. ESUCC Cooperative Purchasing is authorized to coordinate purchases for public school districts, nonpublic school systems, other ESUs, and other public agencies, including any county, city, village, school district, or agency of the state government, any drainage district, sanitary and improvement district, or other municipal corporation or political subdivision of the State of Nebraska.*

- **Distance Education:** Created by LB 1208 (2006), the Distance Education Council began as a State project with ESU 10 serving as the fiscal agent. Coordination of the Distance Education project has since been taken over by the ESUCC, however. In striving to build, improve, and maintain the State's Distance Education network, the ESUCC exercises the powers and duties specified at Neb. Rev. Stat. § 79-1248 (Reissue 2014), as follows:

**BACKGROUND**
(Continued)

*(1) Providing public access to lists of qualified distance education courses;*

*(2) Collecting and providing school schedules for participating educational entities;*

*(3) Facilitation of scheduling for qualified distance education courses;*

*(4) Brokering of qualified distance education courses to be purchased by educational entities;*

*(5) Assessment of distance education needs and evaluation of distance education services;*

*(6) Compliance with technical standards as set forth by the Nebraska Information Technology Commission and academic standards as set forth by the State Department of Education related to distance education;*

*(7) Establishment of a system for scheduling courses brokered by the council and for choosing receiving educational entities when the demand for a course exceeds the capacity as determined by either the technology available or the course provider;*

*(8) Administration of learning management systems, either through the staff of the council or by delegation to an appropriate educational entity, with the funding for such systems provided by participating educational entities; and*

*(9) Coordination with educational service units and postsecondary educational institutions to provide assistance for instructional design for both two-way interactive video distance education courses and the offering of graduate credit courses in distance education.*

The governance structure within the Distance Education project was recommended as part of the TLT Affiliate, with full implementation that began in 2017-2018.

- **Instructional Materials (I-Mat):** I-Mat has a long history of providing services statewide for school districts through Nebraska's network of ESUs. For approximately 40 years, the ESUs have worked together to purchase rights to media resources and make those available through local ESUs. Beginning in 2010-11, the fiscal management was moved under the ESUCC's central accounting system. ESUs contribute to the project for the "spring buy" and "special projects" each year, as needed and defined by the affiliate(s). The purpose of the I-Mat project is designed for research and development of digital resources. The governance structure within the I-MAT project is recommended as part of the TLT Affiliate, with full implementation that began in 2017-2018.

- **BlendED:** Beginning 2015-2016, a statewide committee comprised of NDE, ESUCC, and ESU staff recommended that three learning management systems (LMS) be included within the ESUCC market place. The recommended LMS included Schoology, Canvas, and BlackBoard. In addition to the LMS, the BlendED Advisory Committee was charged with providing a recommendation for a statewide Learning Object Repository (LOR). After a lengthy review, the recommendation included the integration of the current Learn360 project, Amazon Inspire, and the IlliniCloud ISLE program.

  The BlendEd Project leadership is comprised of a tiered governance structure that includes a BlendEd/Distance Education Director, co-chairs for the overall BlendEd Initiative, and leadership for the BlendEd Pilot Project. Specific duties for each level of leadership include: 1) the Director serving as a project manager for the BlendEd Project; 2) the BlendEd co-chairs providing leadership for the BlendEd Initiative; and 3) the BlendEd Pilot leadership providing the vision and guidance for the daily operations of the pilot program. In addition, a BlendEd Advisory Committee comprised of NDE, ESUCC, ESU staff, and school district staff provides the direction and input for the BlendEd Project.

## BACKGROUND
(Concluded)

- **Special Education (SPED) Projects:** Three special education projects are managed by the ESUCC. The projects also transitioned in 2010-11 to the ESUCC from a fiscal agent management model under ESU 1. The purpose of the SPED Project is for participating parties to pool their resources in connection with the special education services and for the training of special education teachers and other staff members employed by educational institutions within the State of Nebraska. Each participating ESU contributes a $5,500 annual fee in general support of the projects; additionally, each participating school is assessed a fee for services provided under the Student Records System (SRS) fee structure.

    - **Improving Learning for Children with Disabilities (ILCD):** ILCD is a State self-assessment project that gathers information for Federal reporting requirements. The ILCD Project utilizes parent, teacher, and administration survey assessments. The survey results can be accessed via the ILCD website. The ESUCC's technology role includes purchasing, distributing, and scanning surveys. ESUCC staff provides technical assistance for the ILCD website and survey design.

    - **Project PARA:** Project PARA is a web-based method for school districts to provide introductory training for their para-educators. The project assists schools in meeting the para-educator training requirements of No Child Left Behind, Title 92 NAC 11, and the Individuals with Disabilities Education Act. Project PARA is a collaborative effort between the University of Nebraska, the NDE, and Nebraska ESUs.

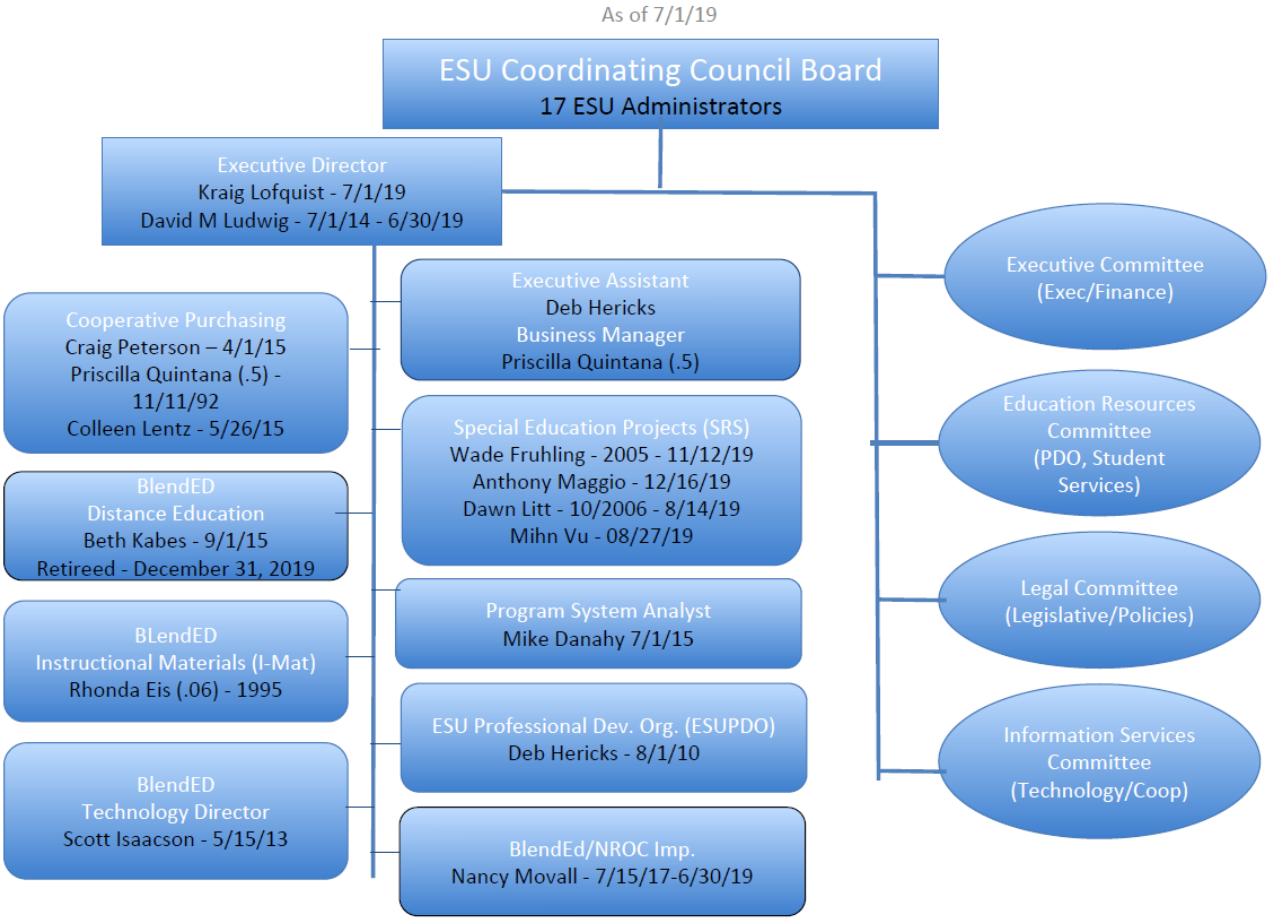
    - **Student Records System (SRS):** SRS is an online special education record-keeping system designed to create all special education documents required by Title 92 NAC 51, including IEP, MDT, IFSP, and all required notices. The SRS is a highly secured system that organizes and stores documents and provides easy access to files from anywhere via the internet. SRS training is provided across the State for district staff and college and university staff.

## MISSION STATEMENT

The mission of the ESUCC is to provide the most cost-effective educational support for the students, teachers, and school districts in each Nebraska educational service unit by facilitating statewide coordination of educational services and strategic planning.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**ORGANIZATIONAL CHART**



## KEY OFFICIALS AND AGENCY CONTACT INFORMATION

**Educational Service Unit Coordinating Council (ESUCC)**
**(Per State statute, Educational Service Unit (ESU) Executive Directors are Council members of the ESUCC and serve on the Council as long as they are in that position.)**

| Name | Title |
|---|---|
| Larianne Polk ESU 07 | Chairperson |
| Bill Heimann ESU 01 | Council member |
| Ted DeTurk ESU 02 | Council member |
| Dan J.Schnoes ESU 03 | Council member |
| Greg Robke ESU 04 | Council member |
| Brenda McNiff ESU 05 | Council member |
| John Skretta ESU 06 | Council member |
| Corey Dahl ESU 08 | Council member |
| Drew Harris ESU 09 | Council member |
| Melissa Wheelock ESU 10 | Council member |
| Greg Barnes ESU 11 | Council member |
| Andrew Dick ESU 13 | Council member |
| Paul Calvert ESU 15 | Council member |
| Deb Paulman ESU 16 | Council member |
| Geraldine Erickson ESU 17 | Council member |
| Sarah Salem ESU 18 | Council member |
| Connie Wickham ESU 19 | Council member |

**Educational Service Unit Coordinating Council**

| Name | Title |
|---|---|
| Kraig Lofquist | Executive Director |

Educational Service Unit Coordinating Council
6949 South 110th Street
LaVista, NE 68128
klofquist@esucc.org

# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

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State Auditor

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EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

## INDEPENDENT AUDITOR'S REPORT

Educational Service Unit Coordinating Council
La Vista, Nebraska

**Report on the Financial Statements**
We have audited the accompanying cash-basis financial statements of the governmental activities and the major fund of the Educational Service Unit Coordinating Council, as of and for the year ended August 31, 2019, and the related notes to the financial statements, which collectively comprise the Educational Service Unit Coordinating Council's basic financial statements, as listed in the Table of Contents.

***Management's Responsibility for the Financial Statements***
Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1. This includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***
Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Educational Service Unit Coordinating Council's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Opinions***
In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash-basis financial position of the governmental activities and the major fund of Educational Service Unit Coordinating Council as of August 31, 2019, and the respective changes in cash basis financial position for the year then ended in conformity with the basis of accounting described in Note 1.

***Emphasis of Matter – Basis of Accounting***
We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

***Report on Supplementary Information***
Our audit was conducted for the purpose of forming opinions on the financial statements, which collectively comprise the Educational Service Unit Coordinating Council's basic financial statements. Management's Discussion and Analysis, the Budgetary Comparison Schedule – Budget and Actual – General Fund, Notes to the Budgetary Comparison Schedule, and the Combining Schedule of Cash Basis Receipts and Disbursements – General Fund are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Combining Schedule of Cash Basis Receipts and Disbursements – General Fund is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Combining Schedule of Cash Basis Receipts and Disbursements – General Fund is fairly stated, in all material respects, in relation to the basic financial statements as a whole on the basis of accounting described in Note 1.

The Management's Discussion and Analysis, Budgetary Comparison Schedule – Budget and Actual – General Fund, and Notes to the Budgetary Comparison Schedule on pages 9 through 13, 25, and 36 herein have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

***Other Reporting Required by Government Auditing Standards***
In accordance with *Government Auditing Standards*, we have also issued our report dated March 10, 2020, on our consideration of the Educational Service Unit Coordinating Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Educational Service Unit Coordinating Council's internal control over financial reporting and compliance.

March 10, 2020

Zachary Wells, CPA
Audit Manager
Lincoln, Nebraska

# MANAGEMENT'S DISCUSSION AND ANALYSIS

Management of the Educational Service Unit Coordinating Council (ESUCC) provides the following discussion and analysis of the ESUCC's financial performance, as reflected in the financial report for the fiscal year ended August 31, 2019. Please read it in conjunction with the ESUCC's basic financial statements, which follow.

## OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the ESUCC's financial statements. The provisions of Statement No. 34 (Statement 34) of the Governmental Accounting Standards Board (GASB), "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments," established standards for external financial reporting for all State and local government entities. These standards require three components for the ESUCC's basic financial statements: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other information (Budgetary Comparison Schedule, and Combining Schedule of Cash Basis Receipts and Disbursements – General Fund) in addition to the basic financial statements. These components are described below:

### Government-Wide Financial Statements

These statements are intended to provide a broad view of the ESUCC's operations in a manner similar to the private sector, providing both a short-term and a long-term view of the ESUCC's financial position. The ESUCC prepared its government-wide statements on the cash basis of accounting. Under the cash basis, receipts are recognized when collected rather than when earned, and disbursements are recognized when paid rather than when incurred. Accordingly, the ESUCC's government-wide financial statements are not intended to present the financial position and results of operations in conformity with generally accepted accounting principles (GAAP) accepted in the United States of America. The government-wide financial statements include two statements, the Statement of Net Position and the Statement of Activities.

The *Statement of Net Position* on page 14 presents all of the ESUCC's assets on the cash basis, as described above.

The *Statement of Activities* on page 15 presents information showing how the ESUCC's net position changed during the reported year. Changes reported are on the cash basis, as described above. The statement of activities demonstrates the degree to which the direct disbursements of a given function or segment are offset by program receipts. Direct disbursements are those that are clearly identifiable with a specific function or segment. Program receipts include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Appropriations and other items not properly included among program receipts are reported, instead, as general receipts.

### Fund Financial Statements

This is the second set of financial statements presented in the report. Under GAAP, these statements would be different from the government-wide statements in that these statements would use a different accounting approach and focus on the near-term inflows and outflows of ESUCC operations.

The ESUCC has only one fund, the General Fund. GAAP classifies funds into three categories – Governmental Funds, Proprietary Funds, and Fiduciary Funds. The General Fund of an entity is classified as a Governmental Fund, as it accounts for all basic services. The Fund Financial Statements, which can be found on pages 16 and 17, provide detailed information about the ESUCC's General Fund. A fund is a method of accounting that uses a set of accounts to maintain accountability and control over specific sources of funding and spending for a particular activity or objective. GAAP requires governmental funds to use the modified accrual basis of accounting.

The five projects that make up the General Fund in addition to ESUCC Administration are: ESU Professional Development Organization (ESUPDO); Nebraska ESU Cooperative Purchasing Unit (Coop); Distance Education; Instructional Materials (I-Mat); and Special Education.

**Notes to the Financial Statements**
The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in all of the basic financial statements. The notes can be found beginning on page 18.

**Other Information**
Following the basic financial statements and the accompanying notes thereto is additional information that further explains and supports the information in such financial statements. The other information consists of the Budgetary Comparison Schedule – Budget and Actual – General Fund and notes, and the Combining Schedule of Cash Basis Receipts and Disbursements – General Fund. This information can be found beginning on page 25.

## FINANCIAL AND OPERATING HIGHLIGHTS

The ESUCC's Net Position for the fiscal year ended August 31, 2019, compared to the fiscal year ended August 31, 2018, decreased by $249,585. This decrease is primarily due to the fact that the ESUCC's fiscal year ends in the middle of the Coop Annual Buy timeframe; therefore, its end-of-the-year balance is directly affected by the timing of receipts of vendor administrative fees. The table on the following page provides a more detailed picture of the changes in net position.

## FINANCIAL ANALYSIS OF ESUCC AS A WHOLE

**Net Position**
The ESUCC's assets totaled $1,009,700 at August 31, 2019, as compared to $1,259,285 at August 31, 2018. Due to the preparation of the financial statements on a cash basis for fiscal years ended August 31, 2019, and August 31, 2018, there were no liabilities as of August 31, 2019, and as of August 31, 2018.

Unrestricted net position is all other net position that does not meet the definition of "restricted" or "invested in capital assets, net of related debt." The ESUCC's unrestricted net position totaled $1,009,700 as of August 31, 2019.

| | Net Position As of August 31 | |
|---|---|---|
| | **Cash Basis 2019** | **Cash Basis 2018** |
| ASSETS: | | |
| Cash and Cash Equivalents | $ 1,009,700 | $ 1,259,285 |
| **Total Assets** | 1,009,700 | 1,259,285 |
| NET POSITION: | | |
| Unrestricted | 1,009,700 | 1,259,285 |
| **Total Net Position:** | $ 1,009,700 | $ 1,259,285 |

As of August 31, 2019, and as of August 31, 2018, the ESUCC's assets consisted of cash and cash equivalents.

The ESUCC did not have any liabilities as of August 31, 2019, and as of August 31, 2018.

The ESUCC's net position was $1,009,700 and $1,259,285 as of August 31, 2019, and 2018, respectively. The ESUCC's net position may vary based on receipts and disbursements in Cooperative Purchasing as well as other ESUCC projects.

**Changes in Net Position**

The condensed financial information below was derived from the Government-Wide Statement of Activities and reflects how the ESUCC's net position changed during the year. Following the table is management's analysis of the changes in net position for the fiscal year ended August 31, 2019.

**Changes in Net Position**

| | Fiscal Year Ended August 31, 2019 Cash Basis | Fiscal Year Ended August 31, 2018 Cash Basis |
|---|---|---|
| Receipts: | | |
| Program Receipts | | |
| Charges for Services | $ 1,758,570 | $ 1,645,105 |
| Operating Grants and Contributions | 532,720 | 625,947 |
| General Receipts: | | |
| State Appropriations | 521,341 | 542,992 |
| Miscellaneous | 26,992 | 12,960 |
| **Total Receipts** | 2,839,623 | 2,827,004 |
| Disbursements: | | |
| ESU Professional Development | 906,964 | 961,044 |
| Distance Education Council | 367,247 | 340,105 |
| Special Education | 579,949 | 512,517 |
| Instructional Materials | 241,460 | 124,298 |
| Nebraska ESU Cooperative | 993,588 | 806,420 |
| **Total Disbursements** | 3,089,208 | 2,744,384 |
| Change in Net Position | (249,585) | 82,620 |
| **Net Position - Beginning** | 1,259,285 | 1,176,665 |
| **Net Position - Ending** | $ 1,009,700 | $ 1,259,285 |

**Receipts**

The largest single source of receipts for the ESUCC is charges for services. Charges for services are primarily receipts generated by the Nebraska ESU Cooperative Purchasing Unit for services provided to ESUs and school districts and program receipts for the various projects. Charges for services for the fiscal year ended August 31, 2019, were $1,758,570 and for the fiscal year ended August 31, 2018, were $1,645,105. ESUCC's charges for services increased largely due to increased instructional materials local receipts due to the re-alignment of Learn360 renewals to the ESUCC fiscal year.

The second largest source of receipts, during fiscal year 2019, is a grant from the Nebraska Department of Education. Total grants received during the fiscal year ended August 31, 2019, were $532,720 and for the fiscal year ended August 31, 2018, were $625,947. The decrease was caused by a decrease in Innovation Grant receipts during the year. Although the amount awarded for the grant stayed the same, receipts decreased due a timing difference of when award amounts were received

**Disbursements**

The largest purpose of disbursements for the ESUCC was for the Nebraska ESU Cooperative Purchasing, which were then provided to ESUs and school districts. Disbursements for these services for the fiscal year ended August 31, 2019, were $993,588 and for the fiscal year ended August 31, 2018, were $806,420. The increase in COOP disbursements was caused by schools and ESUs purchasing more items through the COOP in the current year than in the previous year.

The second largest purpose of disbursements for the ESUCC was for goods and services disbursed by the ESU Professional Development Organization (ESUPDO), which provides training for ESU employees statewide. Disbursements for these services for the fiscal year ended August 31, 2019, were $906,964 and for the fiscal year ended August 31, 2018, were $961,044. The largest cause of this decrease was a decrease in amounts charged to ESUs and schools for trainings, including threat assessment trainings.

The remaining disbursements for the ESUCC relate primarily to the various other programs managed by the ESUCC. Disbursements for various programs for the fiscal year ended August 31, 2019, were $1,188,656 and for the fiscal year ended August 31, 2018, were $976,920. The increase in these programs was caused primarily by an increase in Instructional Materials (I-Mat) program purchases.

## ANALYSIS OF ESUCC'S GENERAL FUND VARIATIONS

The table below provides a comparison of budgeted receipts and disbursements to actual receipts and disbursements.

| | Budget | Actual | Positive (Negative) Variance |
|---|---|---|---|
| Beginning Balance | $ 1,155,074 | $ 1,259,285 | $ 104,211 |
| Total Receipts | 5,327,266 | 2,839,623 | (2,487,643) |
| Total Disbursements | 5,327,266 | 3,089,208 | 2,238,058 |
| Net Increase (Decrease) | - | (249,585) | (249,585) |
| Ending Balance | $ 1,155,074 | $ 1,009,700 | $ (145,374) |

The largest variance between budgeted and actual receipts was Local Receipts, which were budgeted to be $2,802,024 but were actually $1,758,570. The majority of this variance can be explained primarily by the budgeted flow-through revenues included in the budget.

The largest variances between budgeted and actual disbursements were due to Purchased Services, which had budgeted $2,026,047 but incurred actual costs of $1,154,734. This difference is caused by the ESUCC budgeting for potential grants, which are unknown at the time the budget is prepared.

## FACTORS THAT WILL AFFECT THE FUTURE

Several factors influence the future of the ESUCC and its projects. Projects that are based on conditions of ESUs and school districts, as far as purchasing of products and services, tend to vary depending on the levels of participation in Cooperative Purchasing, and professional development. General economics have created an environment in which schools and ESUs have fewer resources available to buy goods and services. Additionally, State appropriations have been reduced for support of the ESUCC and the Distance Education program. These reductions will impact overall resources available for the foreseeable future. Long-term trends will include further strategic reorganization of projects and services to address the likelihood of a decrease in future resources. Strategic reorganization efforts impacting the future will include organizing professional development services under a new structure that will allow for the development of new statewide projects. Additionally, existing projects in technology are being organized to manage most efficiently and effectively the changing environment in educational technology. Future fiscal years will continue to combine efforts in instructional materials and distance education under a "BlendEd" initiative. Similarly, professional development efforts will include new statewide projects and services. Future projects and services of the ESUCC will be maintained through expanded partnerships and possibly through statewide grants or contracts facilitated by the ESUCC.

## CONTACTING ESUCC'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens and taxpayers a general overview of the ESUCC's finances and to demonstrate the ESUCC's accountability for the money with which it is entrusted. If you have questions about this report or need additional financial information, contact Kraig Lofquist, Educational Service Unit Coordinating Council Executive Director, 6949 South 110th Street, LaVista, Nebraska, 68128. The telephone number is (402) 597-4915, and the email address is klofquist@esucc.org.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**STATEMENT OF NET POSITION - CASH BASIS**

August 31, 2019

| | Governmental Activities |
|---|---|
| ASSETS | |
| Cash and Cash Equivalents | $ 1,009,700 |
| Total Assets | 1,009,700 |
| NET POSITION | |
| Unrestricted | 1,009,700 |
| Total Net Position | $ 1,009,700 |

The accompanying notes are an integral part of the financial statements.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**STATEMENT OF ACTIVITIES - CASH BASIS**

For the Year Ended August 31, 2019

| FUNCTIONS/PROGRAMS: | Disbursements | Program Receipts: Charges for Services | Program Receipts: Operating Grants and Contributions | Net (Disbursements), Receipts, and Changes in Net Position: Total Governmental Activities |
|---|---|---|---|---|
| Primary Government | | | | |
| ESU Professional Development | $ 906,964 | $ 174,032 | $ 268,980 | $ (463,952) |
| Distance Education Council | 367,247 | 5,121 | 154,545 | (207,581) |
| Special Education | 579,949 | 508,490 | 109,195 | 37,736 |
| Instructional Materials: | | | | |
| General Administration | 102,287 | 227,851 | - | 125,564 |
| I-Mat Program Purchases | 139,173 | - | - | (139,173) |
| Nebraska ESU Cooperative Purchasing: | | | | |
| General Administration | 431,339 | 843,076 | - | 411,737 |
| Coop Program Purchases | 562,249 | - | - | (562,249) |
| Total Governmental Activities | $ 3,089,208 | $ 1,758,570 | $ 532,720 | (797,918) |
| General Receipts: | | | | |
| State Appropriations | | | | 521,341 |
| Miscellaneous | | | | 26,992 |
| Total General Receipts | | | | 548,333 |
| Change in Net Position | | | | (249,585) |
| Net Position - Beginning | | | | 1,259,285 |
| Net Position - Ending | | | | $ 1,009,700 |

The accompanying notes are an integral part of the financial statements.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**STATEMENT OF CASH BASIS ASSETS AND FUND BALANCE**
**GOVERNMENTAL FUND**
August 31, 2019

| | General Fund |
|---|---|
| ASSETS: | |
| Cash and Cash Equivalents | $ 1,009,700 |
| Total Assets | $ 1,009,700 |
| FUND BALANCE: | |
| Unassigned | 1,009,700 |
| Total Fund Balance | $ 1,009,700 |

The accompanying notes are an integral part of the financial statements.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND CHANGES IN CASH BASIS FUND BALANCE**
**GOVERNMENTAL FUND**
For the Fiscal Year Ended August 31, 2019

| | General Fund |
|---|---|
| RECEIPTS: | |
| Local | $ 1,758,570 |
| State - Appropriations | 521,341 |
| State - Grants (Neb. Dept. of Ed) | 532,720 |
| Miscellaneous | 26,992 |
| Total Receipts | 2,839,623 |
| DISBURSEMENTS: | |
| Purchased Services (Note 6) | 1,154,734 |
| General Administration | 227,602 |
| Supplies | 4,977 |
| Capital Outlay | 29,847 |
| Computer Software and Other Equipment | 81,091 |
| Travel | 27,322 |
| Network Operations Committee (NOC) | 13,460 |
| Staff Development Affiliate (SDA) | 21,276 |
| ESU Special Populations Directors (ESPD) | 1,857 |
| Teaching and Learning with Technology (TLT) | 10,685 |
| Innovation Grant (Note 6) | 776,719 |
| Legal Settlement | 33,333 |
| Distance Education Program Purchases | 3,331 |
| I-Mat Program Purchases | 139,173 |
| Special Education Program Purchases | 1,552 |
| Coop Program Purchases | 562,249 |
| Total Disbursements | 3,089,208 |
| Excess (Deficiency) of Receipts Over (Under) Disbursements | (249,585) |
| Fund Balance - Beginning | 1,259,285 |
| Fund Balance - Ending | $ 1,009,700 |

The accompanying notes are an integral part of the financial statements.

## 1. Summary of Significant Accounting Policies

### *A. Organization*

The Educational Service Unit Coordinating Council (ESUCC) was created in statute to coordinate statewide activities of Nebraska's 17 Educational Service Units (ESUs). The governing body for the ESUCC consists of an Administrator Representative from each of the 17 ESUs and an Executive Director. The ESUCC was created by LB 603 (2007) and officially came into existence, according to statute, on July 1, 2008. Neb. Rev. Stat. § 79-1246(1) (Reissue 2014) outlines the ESUCC's general responsibilities and duties as follows:

> *The Educational Service Unit Coordinating Council shall work toward statewide coordination to provide the most cost-effective services for the students, teachers, and school districts in each educational service unit. The council's duties include, but are not limited to:*
>
> > *(a) Preparation of strategic plans to assure the cost-efficient and equitable delivery of services across the state;*
> >
> > *(b) Administration of statewide initiatives and provision of statewide services; and*
> >
> > *(c) Coordination of distance education.*

Prior to the creation of the ESUCC by the Nebraska Legislature, the 17 ESUs worked in partnership to provide statewide activities. Based on the above statutory authority, the ESUCC decided that all statewide activities offered in partnership by the ESUs would be placed under the umbrella of the ESUCC. Although identified separately in the "ESUCC Admin and Professional Development Organization" column of the Combining Schedule, the ESUCC reports the general administrative costs of the ESUCC overall, along with the ESU Professional Development Organization (ESUPDO) project costs. The ESUCC contracts with ESU 17 to provide all staff for the ESUCC. This is accomplished annually by ESU 17 developing employment contracts with all ESUCC project employees, including the Executive Director of the ESUCC. Thus, all ESUCC project employees and the ESUCC Executive Director are ESU 17 employees. Through an interlocal agreement, the ESUCC reimburses ESU 17 for all salaries and benefits for these employees.

The following is a brief description of each statewide project budgeted for and administered by the ESUCC:

- **ESU Professional Development Organization (ESUPDO):** The ESUPDO serves as a collaborative effort to provide training for ESU employees statewide. Professional development is among the core services identified by State statute for ESUs.

- **Distance Education:** Distance Education originated with the Distance Education Council, which was formed by legislation in 2006 and has since evolved into a program under the ESUCC. Neb. Rev. Stat. § 79-1248 (Reissue 2014) includes, among the powers and duties of the ESUCC, various responsibilities pertaining to the operation of the State's distance education network.

- **Nebraska ESU Cooperative Purchasing (Coop):** Coop provides cooperating purchasing services to Educational Service Unit Member schools throughout the State of Nebraska.

- **Instructional Materials (I-Mat):** I-Mat is a statewide project that purchases rights to media materials and makes them available through local ESUs in a variety of formats.

**1. Summary of Significant Accounting Policies** (Continued)

- **Special Education (SPED) Projects:** The purpose of the SPED Projects is for participating parties to pool their resources in connection with the special education services and for the training of special education teachers and other staff members employed by educational institutions within the State of Nebraska.

- **BlendEd Initiative (Technology Direction):** In May 2013, the position of Technology Director was formed to coordinate this work across the ESUCC project areas. Projects involved in this effort are the Distance Education and I-Mat, including Learning Object Repository. Blended education calls for making strategic choices about when face-to-face (synchronous) instruction is needed and when and how online (asynchronous) instruction can be best used to provide elements of student control over time, place, path, and pace and provide more equity, efficiency, and flexibility.

### *B. Reporting Entity*

The ESUCC is a governmental entity established under and governed by the laws of the State of Nebraska. In evaluating how to define the ESUCC for financial reporting purposes, all potential component units have been considered. The basic – but not the only – criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, and the ability to influence significantly operations and accountability for fiscal matters. Based upon the above criteria, the accompanying financial statements include all funds for which the ESUCC has oversight responsibility. The ESUCC does not have any component units and has only one fund – the General Fund. The ESUCC is not considered a component unit of any other governmental entity.

### *C. Government-Wide and Fund Financial Statements*

The basic financial statements include both government-wide and fund financial statements. The reporting model, based on GASB Statement 34, focuses on the ESUCC as a whole in the government-wide financial statements and major individual funds in the fund financial statements. The government-wide financial statements report information on all of the activities of the primary government and any component units. The ESUCC has only one fund – the General Fund – and has no component units. Governmental activities, which normally are supported by taxes and intergovernmental receipts, are reported separately.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct disbursements are those that are clearly identifiable with a specific function or segment. Program receipts include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Appropriations and other items not properly included among program receipts are reported instead as general receipts.

### *D. Fund Types*

The accounts of the ESUCC are organized on the basis of funds. The ESUCC has only one governmental fund type – the General Fund.

**1. Summary of Significant Accounting Policies** (Continued)

***E. Basis of Accounting***

The ESUCC prepares its financial statements, both its governmental-wide and fund statements, on the cash basis of accounting. Under the cash basis of accounting, receipts are recognized when collected rather than when earned, and disbursements are recognized when paid rather than when incurred. Consequently, these financial statements are not intended to present financial information in accordance with generally accepted accounting principles.

***F. Cash and Cash Equivalents***

In addition to the ESUCC's bank account, this classification includes all short-term investments, such as certificates of deposit, and investments in the Nebraska Public Agency Investment Trust (NPAIT), having original maturities of less than two years. NPAIT deposits and investments include certificate of deposits, demand deposit accounts, repurchase agreements, and government agency securities. These investments are valued at amortized cost, which approximates fair value due to the short-term nature of the investments.

***G. Basis of Presentation***

The ESUCC adopted the provisions of Statement No. 34 (Statement 34) of the Governmental Accounting Standards Board (GASB), "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments." Statement 34 established standards for external financial reporting for all State and local government entities, which includes government-wide financial statements, fund financial statements, and the classification of net position into three components: (a) invested in capital assets, net of related debt; (b) restricted; and (c) unrestricted. The ESUCC reported only unrestricted net position.

***H. Net Position Classification***

*Government-Wide Statements.* Net Position is displayed as unrestricted net position. Unrestricted net position is all other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

*Fund Financial Statements.* Governmental fund equity is classified as fund balance. ESUCC has designated its fund balance as Unassigned. Unassigned fund balance is the portion of the General Fund that is not restricted, committed, or assigned for a specific purpose.

***I. Capital Assets***

Capital assets are recorded as disbursements at the time of purchase. This differs from generally accepted accounting principles, which require capital assets to be capitalized and depreciated over the life of the asset.

***J. Estimates***

The preparation of financial statements in conformity with the cash basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**1. Summary of Significant Accounting Policies** (Concluded)

***K. Compensated Absences***

The ESUCC contracts with ESU 17, through an interlocal agreement, to provide staffing for the ESUCC. The ESUCC has entered into negotiated agreements with contracted personnel. In those agreements, the ESUCC has agreed to provide benefits for personal and sick leave. In accordance with the cash basis of accounting, these benefits are recorded as a disbursement when paid.

**2. Deposits and Investments**

Listed below is a summary of the deposit and investment portfolio that comprises the Cash and Cash Equivalents on the ESUCC's August 31, 2019, basic financial statements.

**Deposits** – Custodial credit risk is the risk that, in the event of a bank failure, a government's deposits may not be returned to it. At August 31, 2019, the ESUCC held bank deposits and also held funds in certificates of deposits, demand deposits, and money market accounts with the Nebraska Public Agency Investment Trust (NPAIT).

The NPAIT was established in June 1996 through the Interlocal Cooperation Act and commenced operations on July 25, 1996. The NPAIT was established to assist public bodies throughout the State of Nebraska with the investment of their available cash reserves. Participation in the investment trust is voluntary for its members. The objective of the NPAIT is to provide its owner members with a conservative and effective investment alternative tailored to the needs of its members. The NPAIT currently consists of and operates one portfolio and a fixed-term account. The NPAIT portfolio management generally follows established investment criteria developed by the Securities and Exchange Commission (SEC) for money market funds designed to offer acceptable yield while maintaining liquidity. The NPAIT is not registered with the SEC as an investment company. For a copy of the most recent audit report for the NPAIT, which is as of June 30, 2019, contact Kraig Lofquist, Executive Director, Educational Service Unit Coordinating Council, 6949 South 110th Street, LaVista, Nebraska, 68128. The telephone number is (402) 597-4915, and the email address is klofquist@esucc.org.

The ESUCC's bank balance and carrying amount of cash and cash equivalents at August 31, 2019, are set out below:

| | Bank Balance | Carrying Amount |
|---|---|---|
| Bank Deposits | $ 50,880 | $ (75,092) |
| NPAIT Investments | 1,084,792 | 1,084,792 |
| **Total** | **$ 1,135,672** | **$ 1,009,700** |

**Bank Deposits** – The ESUCC does not have a policy for custodial credit risk associated with deposits.

The ESUCC is required by State statute to collateralize bank deposits in excess of federally insured amounts. The bank deposits at August 31, 2019, were covered by the Federal Depository Insurance Corporation (FDIC).

The carrying amount for the Bank Deposit is negative because at August 31, 2019, the outstanding checks exceeded the bank balance. However, the NPAIT account sends funds to the bank account when checks clear the bank.

**2. Deposits and Investments** (Concluded)

**Investments** – The NPAIT may legally invest in direct obligations of, as well as other obligations guaranteed as to principal by, the U.S. Treasury and U.S. Agency and Instrumentalities and in bank repurchase agreements. It may also invest in guaranteed student loans, loans guaranteed by the Small Business Administration, Federal Home Administration, or any other agency of the United States, as well as any other type of investment permitted for public agencies by State law. At June 30, 2019, all of the NPAIT's investments in U.S. agencies and repurchase agreements mature in a period of less than two years.

At August 31, 2019, the ESUCC had $1,084,972 in NPAIT investments. These investments consisted of government agency securities and repurchase agreements, which were collateralized by U.S. government securities.

The ESUCC is exposed to the risks noted below in relation to its investments in the NPAIT. The ESUCC does not have a policy for these risks.

*Interest Rate Risk* – As a means of limiting its members' exposure to fair value losses resulting from rising interest rates, all of the NPAIT's investments have maturities of less than two years.

*Credit Risk* – Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. According to the latest audit report on the NPAIT, as of June 30, 2019, the NPAIT's investments in government agency securities were rated as AA+.

*Custodial Credit Risk* – Custodial credit risk is the risk that, in the event of the failure of the counterparty, the NPAIT will not be able to recover the value of its investment or collateral securities that are in the possession of the outside party.

The ESUCC has no specific policy as to credit risk. All of the underlying securities for the NPAIT investments in repurchase agreements at June 30, 2019, the latest audit report date for the NPAIT, are held by the counterparties in the NPAIT's name.

*Concentration of Credit Risk* – The NPAIT places no limit on the amount that may be invested in any one issuer.

Reconciliation of deposits and investments for the ESUCC to Cash and Cash Equivalents on the Statement of Net Position, as of August 31, 2019, is as follows:

| | | |
|---|---|---|
| **Carrying Value:** | | |
| Bank Deposits | $ | (75,092) |
| NPAIT Investments | | 1,084,792 |
| **Total** | $ | 1,009,700 |

**3. Contingencies and Commitments**

***Risk Management*** – The ESUCC is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets, errors, or omissions, injuries to employees, and natural disasters. During the fiscal year, the ESUCC chose to purchase the following commercial insurance policies to cover these risks:

**3. Contingencies and Commitments** (Concluded)

| | Limit | Deductible |
|---|---|---|
| Personal Property Coverage (per location) | $ 1,000 to $200,000 | $ 500 |
| Electronic Data Processing Equip. (Various Coverage types from $5,000 to $50,000. With limits from $10,000 to $200,000.) | $ 200,000 | $ 1,000 |
| Commercial General Liability (Each Occurrence limit-$1,000,000, Aggregate Limit-$2,000,000) | $ 2,000,000 | $ - |
| Commercial Umbrella Liability Coverage (Each Occurrence limit-$1,000,000, Aggregate Limit-$1,000,000) | $ 1,000,000 | $ - |
| Automobile (Non-Owned & Hired) Liability | $ 1,000,000 | $ - |
| Automobile (Comprehensive, Collision) | $ 50,000 | $ 250 |
| Workers' Compensation Insurance | $ 500,000 | $ - |
| Transportation Coverage | $ 300,000 | $ 1,000 |

No insurance claims resulting from these risks were filed during the fiscal year by the ESUCC. Settled claims resulting from these risks have not exceeded the above coverage in the past three years.

**4. School Retirement**

**Plan Description**

The ESUCC contracts with ESU 17 to provide all staff for the ESUCC. Thus, all of the ESUCC project employees and the ESUCC Executive Director are ESU 17 employees. Through an interlocal agreement, the ESUCC agreed to reimburse ESU 17 for all salaries and benefits for these employees. Benefits provided by the ESUCC included retirement benefits, as ESU 17 employees are eligible to be members of the Nebraska School Employees Retirement System. Thus, ESU 17 contributes to the Nebraska School Employees Retirement System on behalf of the ESUCC from retirement contributions collected from the ESUCC. The Nebraska School Employees Retirement System is a cost-sharing, multiple-employer defined benefit pension plan administered by the Nebraska Public Employees Retirement System (NPERS). NPERS provides retirement and disability benefits to plan members and beneficiaries. The School Employees Retirement Act establishes benefit provisions. NPERS issues a publicly available financial report that includes financial statements and required supplementary information for NPERS. That report may be obtained by writing NPERS, 1526 K Street, Suite 400, P.O. Box 94816, Lincoln, NE, 68509-4816, or by calling 1-800-245-5712.

Plan members were required to contribute 9.78% of their annual covered salary from September 1, 2018, to August 31, 2019. The ESUCC is required to contribute 101% of the employee contribution. The contribution requirements of the plan members and the ESUCC are established by the Nebraska statutes. For the fiscal year ended August 31, 2019, the ESUCC employees contributed $112,210, and the ESUCC contributed $113,332, which equaled the required contribution. For the fiscal years ended August 31, 2018, and August 31, 2017, the ESUCC employees contributed $112,034 and $101,404, respectively, and the ESUCC contributed $113,155 and $102,418 respectively, which equaled the required contribution.

## 5. Lease Commitments

ESUCC leases office facilities under operating leases. The future minimum annual lease payments are as follows:

| Year | Governmental Activities |
|---|---|
| 2020 | $ 25,270 |
| 2021 | 768 |
| Total | $ 26,038 |

Operating lease payments for the year ended August 31, 2019, totaled $38,874.

## 6. Reclassification

The ESUCC records in its general ledger employee salaries and benefits; however, the ESUCC staff are ESU 17 employees, as the ESUCC contracts through an interlocal agreement with ESU 17 to provide staffing for the ESUCC, making all employees of the ESUCC contract employees. To better reflect the nature of these disbursements, $1,074,193 of salaries and wages was classified as Purchased Services and $273,575 was classified as Innovation Grant disbursements on the Statement of Cash Receipts, Disbursements, and Changes in Cash Basis Fund Balance.

## 7. Accounts Receivable

At August 31, 2019, the ESUCC had $269,179 in accounts receivable. In accordance with the cash basis of accounting, these receivables are not recorded on the financial statements. They are recorded as receipts on the financial statements when the ESUCC receives the funds.

## 8. Unemployment Compensation Insurance

The ESUCC has adopted the reimbursable option of the State's Unemployment Compensation Insurance Program. Under this option, a claimant would receive unemployment compensation from the State. The ESUCC is liable to reimburse the State the actual amount of the claim(s).

## 9. Related Parties

The governing body for the ESUCC consists of the Administrator from each of the 17 ESUs across the State. The ESUCC coordinates statewide activities and provides services for the 17 ESUs. In turn, the ESUCC bills each of the ESUs for those services.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**BUDGETARY COMPARISON SCHEDULE**
**BUDGET AND ACTUAL**
**GENERAL FUND**
For the Fiscal Year Ended August 31, 2019

| | Budget (Original/Final) | Actual | Positive (Negative) Variance with Final Budget |
|---|---|---|---|
| RECEIPTS: | | | |
| Local | $ 2,802,024 | $ 1,758,570 | $ (1,043,454) |
| State - Appropriations | 521,341 | 521,341 | - |
| State - Grants (Neb. Dept. of Ed) | 1,153,901 | 532,720 | (621,181) |
| Federal | 850,000 | - | (850,000) |
| Miscellaneous | - | 26,992 | 26,992 |
| Total Receipts | 5,327,266 | 2,839,623 | (2,487,643) |
| DISBURSEMENTS: | | | |
| Purchased Services | 2,026,047 | 1,154,734 | 871,313 |
| General Administration | 418,020 | 227,602 | 190,418 |
| Supplies | 4,250 | 4,977 | (727) |
| Capital Outlay | 23,621 | 29,847 | (6,226) |
| Computer Software and Other Equipment | 73,589 | 81,091 | (7,502) |
| Travel | 43,222 | 27,322 | 15,900 |
| Network Operations Committee (NOC) | 50,050 | 13,460 | 36,590 |
| Staff Development Affiliate (SDA) | 39,330 | 21,276 | 18,054 |
| ESU Special Populations Directors (ESPD) | 1,000 | 1,857 | (857) |
| Teaching and Learning with Technology (TLT) | - | 10,685 | (10,685) |
| Innovation Grant | 953,904 | 776,719 | 177,185 |
| Legal Settlement | 33,333 | 33,333 | - |
| Distance Education Program Purchases | - | 3,331 | (3,331) |
| I-Mat Program Purchases | 257,600 | 139,173 | 118,427 |
| Special Education Program Purchases | - | 1,552 | (1,552) |
| Coop Program Purchases | 1,203,300 | 562,249 | 641,051 |
| Project PARA | 200,000 | - | 200,000 |
| Total Disbursements | 5,327,266 | 3,089,208 | 2,238,058 |
| Excess (Deficiency) of Receipts Over (Under) Disbursements | - | (249,585) | (249,585) |
| Fund Balance - Beginning | 1,155,074 | 1,259,285 | 104,211 |
| Fund Balance - Ending | $ 1,155,074 | $ 1,009,700 | $ (145,374) |

See Notes to Other Information.

## NOTES TO THE SUPPLEMENTARY INFORMATION

For the Fiscal Year Ended August 31, 2019

### BUDGETARY COMPARISON SCHEDULE

*Basis of Budgeting* – The ESUCC prepares its budget on the cash basis, which is consistent with the financial statement presentation.

*Budget Process and Property Taxes* – The ESUCC follows these procedures in establishing the budgetary data reflected in the accompanying statements:

- Public hearings are conducted at public meetings to obtain taxpayer comments.

- Prior to September 20, the budget is legally adopted by the Board through passage of a resolution. Total disbursements may not legally exceed total appropriations. Appropriations lapse at year end, and any revisions thereto require Board approval.

**COMBINING SCHEDULE OF CASH BASIS RECEIPTS AND DISBURSEMENTS**
**GENERAL FUND**
For the Fiscal Year Ended August 31, 2019

| | ESUCC Admin and Professional Development Organization | Distance Education Council | Instructional Materials | Special Education | Nebraska ESU Cooperative Purchasing | Total General Fund |
|---|---|---|---|---|---|---|
| RECEIPTS: | | | | | | |
| Local | $ 174,032 | $ 5,121 | $ 227,851 | $ 508,490 | $ 843,076 | $ 1,758,570 |
| State - Appropriations | 250,953 | 270,388 | - | - | - | 521,341 |
| State - Grants (Neb. Dept. of Ed) | 268,980 | 154,545 | - | 109,195 | - | 532,720 |
| Miscellaneous | 26,992 | - | - | - | - | 26,992 |
| Total Revenues | $ 720,957 | $ 430,054 | $ 227,851 | $ 617,685 | $ 843,076 | $ 2,839,623 |
| DISBURSEMENTS: | | | | | | |
| Purchased Services | $ 199,576 | $ 215,391 | $ 91,111 | $ 385,309 | $ 263,347 | $ 1,154,734 |
| General Administration | 132,107 | 13,009 | 9,378 | 22,461 | 50,647 | 227,602 |
| Supplies | 1,183 | 1,774 | 116 | 1,277 | 627 | 4,977 |
| Capital Outlay | 3,862 | 25,985 | - | - | - | 29,847 |
| Computer Software and Other Equipment | 120 | 70 | 5 | 5,523 | 75,373 | 81,091 |
| Travel | 13,634 | 2,134 | 1,677 | 1,865 | 8,012 | 27,322 |
| Network Operations Committee (NOC) | 13,460 | - | - | - | - | 13,460 |
| Staff Development Affiliate (SDA) | 21,276 | - | - | - | - | 21,276 |
| ESU Special Populations Directors (ESPD) | 1,857 | - | - | - | - | 1,857 |
| Teaching and Learning with Technology (TLT) | 10,685 | - | - | - | - | 10,685 |
| Innovation Grant | 509,204 | 105,553 | - | 161,962 | - | 776,719 |
| Legal Settlement | - | - | - | - | 33,333 | 33,333 |
| Distance Education Program Purchases | - | 3,331 | - | - | - | 3,331 |
| I-Mat Program Purchases | - | - | 139,173 | - | - | 139,173 |
| Special Education Program Purchases | - | - | - | 1,552 | - | 1,552 |
| Coop Program Purchases | - | - | - | - | 562,249 | 562,249 |
| Total Disbursements/Expenditures | $ 906,964 | $ 367,247 | $ 241,460 | $ 579,949 | $ 993,588 | $ 3,089,208 |

# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

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State Auditor

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auditors.nebraska.gov


EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

## INDEPENDENT AUDITOR'S REPORT

Educational Service Unit Coordinating Council
LaVista, Nebraska

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and major fund of the Educational Service Unit Coordinating Council, as of and for the year ended August 31, 2019, and the related notes to the financial statements, which collectively comprise the Educational Service Unit Coordinating Council's basic financial statements, and have issued our report thereon dated March 10, 2020. The report notes that the financial statements were prepared on the basis of cash receipts and disbursements.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Educational Service Unit Coordinating Council's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Educational Service Unit Coordinating Council's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Educational Service Unit Coordinating Council's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Additional items**

We noted certain matters that we reported to the management of the Educational Service Unit Coordinating Council in a separate letter dated March 10, 2020.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, not to provide an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Educational Service Unit Coordinating Council's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 10, 2020

Zachary Wells, CPA
Audit Manager
Lincoln, Nebraska

# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

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State Auditor

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March 10, 2020

Educational Service Unit Coordinating Council
LaVista, Nebraska

Dear Council:

We have audited the basic financial statements of the Educational Service Unit Coordinating Council (ESUCC) for the fiscal year ended August 31, 2019, and have issued our report thereon dated March 10, 2020. In planning and performing our audit of the basic financial statements of the ESUCC, we considered internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements. An audit does not include examining the effectiveness of internal control and does not provide assurance on internal control. We also performed tests of the ESUCC's compliance with certain provisions of laws, regulations, contracts, and grants.

During our audit, we noted certain matters involving internal control over financial reporting and other operational matters that are presented here. This comment and recommendation is intended to improve the internal control over financial reporting or result in operational efficiencies in the following area:

**Segregation of Duties**

During our review of the ESUCC receipt and capital asset processes, as well as our testing of selected transactions, we noted a lack of segregation of duties. We also noted compensating controls adopted by the ESUCC. However, these compensating controls do not completely eliminate the risk of errors or fraud occurring and going undetected. We noted the following:

- Receipts: There is a lack of segregation of duties over the receipts process due to two employees having the ability to perform all of the following processes: receive checks and record initial control, perform the deposit entry, and reconcile the deposit document to the general ledger. We noted that compensating controls were in place during the fiscal year, including when all steps of the deposit process were performed by a single person, the deposit slip and ledger were reviewed and initialed by a second person, and deposits, bank statements, and reconciliation reports were reviewed and approved by the ESUCC.

- Capital Assets: There is a lack of segregation of duties over the capital assets process. Five employees had the ability to add capital assets to, as well as remove them from, the accounting records. The ESUCC stated that it had compensating controls in place during the fiscal year, including a review of capital asset activity at the monthly staff meetings.

A similar finding was noted in the previous reports.

A good internal control plan involves an adequate segregation of duties to ensure that no one person is in a position both to perpetuate and to conceal errors or irregularities. When one individual is able to perform all phases of a transaction, there is an increased risk for errors or fraud to occur and go undetected, resulting in loss or misuse of ESUCC funds.

We recommend the ESUCC review its staffing and assignments to determine if an adequate segregation of duties can be obtained, so no one individual is able to process a transaction from being to end. If an adequate segregation of duties cannot be obtained, we recommend the ESUCC continue monitoring to ensure compensating controls are in place and effective.

*ESUCC Response: Receipts - We will continue to monitor and ensure compensating controls are in place and effective. We will also continue to ensure that all transactions are reviewed and approved by multiple personnel. We will continue to review at monthly budget meetings, FAB Committee meetings, and ESUCC Board meetings.*

*Capital Assets - We will continue to monitor during monthly budget meetings and scheduled staff meetings for review and documentation.*

* * * * *

It should be noted this report is critical in nature, as it contains only our comments and recommendations on the areas noted for improvement and does not include our observations on any strong features of the ESUCC.

Draft copies of this report were furnished to the ESUCC to provide management with an opportunity to review the report and to respond to the comment and recommendation included in this report. The formal response received has been incorporated into this report. A response that indicates corrective action has been taken was not verified at this time, but it will be verified in the next audit.

This report is intended solely for the information and use of the ESUCC, the appropriate Federal and regulatory agencies, and citizens of the State of Nebraska, and it is not intended to be, and should not be, used by anyone other than these specified parties. However, this report is a matter of public record, and its distribution is not limited.

Sincerely,

Zachary Wells, CPA
Audit Manager

Educational Service Unit Coordinating Council
Executive Committee Committee Meeting
May 4, 2020 at 11:00 AM Central
Zoom
6949 South 110th Street
LaVista, NE 68128

Attendance Taken at 11:01 AM.

| | |
|---|---|
| Paul Calvert (ESU 15): | Present |
| Geraldine Erickson (ESU 17): | Present |
| Dr. Bill Heimann (ESU 01): | Present |
| Dr. Larianne Polk (ESU 07): | Present |
| Dr. Dan Schnoes (ESU 03): | Present |

1. Call to Order
**Notice to visitors:** To be heard at this meeting, the "Request to be Heard" form, must be completed and submitted to the Secretary to the Executive Director of ESUCC. The President of the Board of ESUCC will call upon visitors wishing to address the Board in the order they were submitted or by subject.
Pursuant to Section 84-1411 of the Nebraska Statutes, notice of this meeting was given by advertisement on the ESUCC website, NE Public Meeting site, and host site.

**Open Meetings Law:** Pursuant to Section 84 - 1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act is posted in this meeting room.

**Closed Session:**
The council may enter closed session during the meeting when it determines that doing so is appropriate and is authorized by the provisions of the Open Meetings Act.

Call to order at 11:00 AM.

Staff: Kraig Lofquist, Deb Hericks, Priscilla Quintana

2. Roll Call

3. Agenda Item

3.1. Financials

3.1.1. Approve Claims, Financials Statements, and Assets for Month of March

Treasurer reviewed claims, financial statements, and assets for the month of March.

Approve Claims, Financials Statements, and Assets for Month of March Passed with a motion by Geraldine Erickson (ESU 17) and a second by Dr. Larianne Polk (ESU 07).

| | |
|---|---|
| Paul Calvert (ESU 15): | Yea |
| Geraldine Erickson (ESU 17): | Yea |
| Dr. Bill Heimann (ESU 01): | Yea |
| Dr. Larianne Polk (ESU 07): | Yea |
| Dr. Dan Schnoes (ESU 03): | Yea |

Yea: 5, Nay: 0

3.1.2. Approval of April Expenses to be paid in May.
Total expenses for the month are $135,172.49
Treasurer reviewed the expenses to be paid in May.

Recommend motion to approve April expenses to be paid in May Passed with a motion by Geraldine Erickson (ESU 17) and a second by Paul Calvert (ESU 15).

| | |
|---|---|
| Paul Calvert (ESU 15): | Yea |
| Geraldine Erickson (ESU 17): | Yea |
| Dr. Bill Heimann (ESU 01): | Yea |
| Dr. Larianne Polk (ESU 07): | Yea |
| Dr. Dan Schnoes (ESU 03): | Yea |

Yea: 5, Nay: 0

3.1.3. Recommend approval of May, June, July, August claims as approved by Executive Director
Recommend approval of May, June, July, August claims as approved by Executive Director

Reviewed the process of paying bills in May,June, July and August claims.

Recommend approval of May, June, July, August claims as approved by Executive Director Passed with a motion by Geraldine Erickson (ESU 17) and a second by Dr. Dan Schnoes (ESU 03).

| | |
|---|---|
| Paul Calvert (ESU 15): | Yea |

Geraldine Erickson (ESU 17): Yea
Dr. Bill Heimann (ESU 01): Yea
Dr. Larianne Polk (ESU 07): Yea
Dr. Dan Schnoes (ESU 03): Yea
Yea: 5, Nay: 0

3.1.4. Monthly Staff Budget Meeting

Treasurer reviewed discussions in monthly budget meeting.

3.2. Executive Committee

Committee briefly discussed the affidavit, Rule 10 checklist, Rule 62 & the petition, the timeline, and continuing to have regional discussions and make decisions.

3.2.1. Approve Staff Salary Increase for 2020-2021

Discussions regarding staff salary increase for 2020-2021. Recommending a 3% increase for staff.

Approve each staff total package increase of 3% for 2020-2021 Passed with a motion by Dr. Dan Schnoes (ESU 03) and a second by Dr. Larianne Polk (ESU 07).

Paul Calvert (ESU 15): Yea
Geraldine Erickson (ESU 17): Yea
Dr. Bill Heimann (ESU 01): Yea
Dr. Larianne Polk (ESU 07): Yea
Dr. Dan Schnoes (ESU 03): Yea
Yea: 5, Nay: 0

3.3. ESUCC State Audit

3.3.1. Accept Final Audit Report

Committee reviewed and briefly discussed the audit report. Committee discussed having legal take a look at trying to get into a clean-up bill with legislature to change the audit by State Auditor yearly to every few years.

Recommend to accept the ESUCC State Audit for 2018-2019 Passed with a motion by Geraldine Erickson (ESU 17) and a second by Paul Calvert (ESU 15).

| | |
|---|---|
| Paul Calvert (ESU 15): | Yea |
| Geraldine Erickson (ESU 17): | Yea |
| Dr. Bill Heimann (ESU 01): | Yea |
| Dr. Larianne Polk (ESU 07): | Yea |
| Dr. Dan Schnoes (ESU 03): | Yea |

Yea: 5, Nay: 0

4. Next Meeting Agenda Items

Discussion on advocating for CARES funding.

5. Adjournment

Meeting adjourned 11:48 AM.

Executive Committee Committee Meeting
Monday, May 4, 2020 11:00 AM
Zoom
6949 South 110th Street
LaVista, NE 68128

1. Call to Order
Committee Chair

2. Roll Call
Committee Chair

3. Agenda Item
Committee Chair

3.1. Financials
Committee Chair

3.1.1. Approve Claims, Financials Statements, and Assets for Month of March
Committee Chair

3.1.2. Approval of April Expenses to be paid in May.
Committee Chair

3.1.3. Recommend approval of May, June, July, August claims as approved by Executive Director
Committee Chair

3.1.4. Monthly Staff Budget Meeting
Committee Chair

3.2. Executive Committee
Board President

3.2.1. Approve Staff Salary Increase for 2020-2021
Executive Director

3.3. ESUCC State Audit
Committee Chair

3.3.1. Accept Final Audit Report
President

4. Next Meeting Agenda Items
Committee Chair

5. Adjournment
Committee Chair

ESU COORDINATING COUNCIL
SUMMARY EXPENDITURE COMPARISON REPORT



SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

Fund - 01 - GENERAL FUND

| TITLE | CURRENT YEAR BUDGET | CURRENT YEAR EXPENDITURES | CURRENT YEAR BALANCE | CURRENT YEAR % | PRIOR YEAR BUDGET | PRIOR YEAR EXPENDITURES | PRIOR YEAR BALANCE | PRIOR YEAR % |
|---|---|---|---|---|---|---|---|---|
| TOTAL EXPENSE | 4,931,756.00 | 1,135,985.66 | 3,795,770.34 | 23.03 | 4,888,006.00 | 204,321.34 | 4,683,684.66 | 4.18 |
| TOTAL GENERAL FUND | 4,931,756.00 | 1,135,985.66 | 3,795,770.34 | 23.03 | 4,888,006.00 | 204,321.34 | 4,683,684.66 | 4.18 |
| TOTAL REPORT | 4,931,756.00 | 1,135,985.66 | 3,795,770.34 | 23.03 | 4,888,006.00 | 204,321.34 | 4,683,684.66 | 4.18 |

ESU COORDINATING COUNCIL
INVOICE SHORT LISTING

SELECTION CRITERIA: cmropenitem.total_due>0.0

| INV DATE | INVOICE NO | CUSTOMER # | CUSTOMER NAME | ORIG INVOICE | INVOICE ADJT | ----PAYMENTS | PAYMENT ADJT | -WRITTEN OFF | ---TOTAL DUE |
|---|---|---|---|---|---|---|---|---|---|
| 08/23/2019 | AEPA001243 | BRIDGEPORT | BRIDGEPORT PUBLIC | 3,612.50 | .00 | .00 | .00 | .00 | 3,612.50 |
| 01/10/2020 | CRIS000641 | JEFFERSON | JEFFERSON ELEMENTA | 685.00 | .00 | .00 | .00 | .00 | 685.00 |
| 01/10/2020 | CRIS000642 | SHOEMAKER | SHOEMAKER ELEMENTA | 385.00 | .00 | .00 | .00 | .00 | 385.00 |
| 01/10/2020 | CRIS000644 | EARLYLEARN | EARLY LEARNING CEN | 600.00 | .00 | .00 | .00 | .00 | 600.00 |
| 01/10/2020 | CRIS000647 | GRANDISLAN | GRAND ISLAND PUBLI | 875.00 | .00 | -790.00 | .00 | .00 | 85.00 |
| 01/10/2020 | CRIS000649 | DODGEELEM | DODGE ELEMENTARY S | 535.00 | .00 | .00 | .00 | .00 | 535.00 |
| 01/10/2020 | CRIS000650 | LINCOLNELE | LINCOLN ELEMENTARY | 450.00 | .00 | .00 | .00 | .00 | 450.00 |
| 01/10/2020 | CRIS000651 | GATESELEM | GATES ELEMENTARY S | 685.00 | .00 | .00 | .00 | .00 | 685.00 |
| 01/10/2020 | CRIS000652 | HOWARDELEM | HOWARD ELEMENTARY | 385.00 | .00 | .00 | .00 | .00 | 385.00 |
| 01/10/2020 | CRIS000655 | WASMEELEM | WASMER ELEMENTARY | 150.00 | .00 | .00 | .00 | .00 | 150.00 |
| 03/30/2020 | GRNT000014 | NDE | NEBRASKA DEPT OF E | 7,775.00 | .00 | .00 | .00 | .00 | 7,775.00 |
| 02/14/2020 | IMAT000291 | ESU03 | EDUCATIONAL SERVIC | 16,398.88 | .00 | .00 | .00 | .00 | 16,398.88 |
| 09/27/2019 | VNDR000003 | BHPHOTO | B & H PHOTO VIDEO | 53.56 | .00 | .00 | .00 | .00 | 53.56 |
| 02/24/2020 | VNDR000010 | PYRAMID | PYRAMID SCHOOL PRO | 293.61 | .00 | .00 | .00 | .00 | 293.61 |
| 02/24/2020 | VNDR000012 | S&S | S&S WORLDWIDE | 99.54 | .00 | .00 | .00 | .00 | 99.54 |
| 02/24/2020 | VNDR000013 | SCHOOLHEAL | SCHOOL HEALTH CORP | 130.29 | .00 | .00 | .00 | .00 | 130.29 |
| 02/24/2020 | VNDR000014 | TROXELL | TROXELL COMMUNICAT | 7.41 | .00 | .00 | .00 | .00 | 7.41 |
| 02/24/2020 | VNDR000015 | VIRCO | VIRCO INC | 159.03 | .00 | .00 | .00 | .00 | 159.03 |
| 02/24/2020 | VNDR000016 | BSN | BSN SPORTS | 4.17 | .00 | .00 | .00 | .00 | 4.17 |
| TOTAL REPORT: | 19 | | | 33,283.99 | .00 | -790.00 | .00 | .00 | 32,493.99 |

ESU COORDINATING COUNCIL
SUMMARY REVENUE COMPARISON REPORT

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

Fund - 01 - GENERAL FUND

| | | CURRENT YEAR | | | | PRIOR YEAR | | | |
|---|---|---|---|---|---|---|---|---|---|
| | TITLE | BUDGET | REVENUE | BALANCE | % | BUDGET | REVENUE | BALANCE | % |
| TOTAL | REVENUE | 4,931,756.00 | 1,832,224.20 | 3,099,531.80 | 37.15 | .00 | .00 | .00 | .00 |
| TOTAL | GENERAL FUND | 4,931,756.00 | 1,832,224.20 | 3,099,531.80 | 37.15 | .00 | .00 | .00 | .00 |
| TOTAL REPORT | | 4,931,756.00 | 1,832,224.20 | 3,099,531.80 | 37.15 | .00 | .00 | .00 | .00 |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101510100 - ADMN INTEREST REVENUE

| ACCOUNT | DATE | T/C | RECEIVE | REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|---|
| 11410 | INTEREST | | | | | | | | |
| 7 /20 | 04/01/20 | 19 | | BANKREC | | | 1,674.70 | | RECONCILIATION INTEREST |
| TOTAL | INTEREST | | | | | .00 | 1,674.70 | .00 | |
| TOTAL | ADMN INTEREST REVENUE | | | | | .00 | 1,674.70 | .00 | |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101951300 - COOP REVENUE, ESU/SCHOOL

| ACCOUNT | DATE | T/C | RECEIVE REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|
| 11990 | INVOICED REVENUE | | | | | | | |
| 7 /20 | 03/18/20 | 24 | | | | 285.00 | .00 | COOP MOVIE LIC RAYMOND |
| TOTAL | INVOICED REVENUE | | | | .00 | 285.00 | .00 | |
| TOTAL | COOP REVENUE, ESU/SCHOOL | | | | .00 | 285.00 | .00 | |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101951500 - PDO REVENUE, ESU/SCHOOL

| ACCOUNT | DATE | T/C | RECEIVE | REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|---|
| 11990 | INVOICED REVENUE | | | | | | | | |
| 7 /20 | 03/30/20 | 19 | | 67 | | | 40.00 | | RECEIVABLE-RC- 033020PQ |
| TOTAL | INVOICED REVENUE | | | | | .00 | 40.00 | .00 | |
| TOTAL | PDO REVENUE, ESU/SCHOOL | | | | | .00 | 40.00 | .00 | |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101951560 - PDO CRISIS REVENUE ESU/SC

| ACCOUNT | DATE | T/C | RECEIVE | REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|---|
| 11990 | INVOICED REVENUE | | | | | | | | |
| 7 /20 | 03/18/20 | 19 | | 63 | | | 280.00 | | RECEIVABLE-RC- 031620PQ |
| 7 /20 | 03/20/20 | 19 | | 64 | | | 2,010.00 | | RECEIVABLE-RC- 032020PQ |
| TOTAL | INVOICED REVENUE | | | | | .00 | 2,290.00 | .00 | |
| TOTAL | PDO CRISIS REVENUE ESU/SC | | | | | .00 | 2,290.00 | .00 | |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101951600 - BL IMAT REVENUE, ESU/SCHO

| ACCOUNT | DATE | T/C | RECEIVE | REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|---|
| 11990 | INVOICED REVENUE | | | | | | | | |
| 7 /20 | 03/10/20 | 19 | | 61 | | | 4,000.06 | | RECEIVABLE-RC- 031020PQ |
| 7 /20 | 03/18/20 | 19 | | 62 | | | 34,097.04 | | RECEIVABLE-RC- 031620PQ |
| 7 /20 | 03/20/20 | 19 | | 64 | | | 32,976.82 | | RECEIVABLE-RC- 032020PQ |
| 7 /20 | 04/01/20 | 19 | | 68 | | | 1,000.00 | | RECEIVABLE-RC- 033120PQ |
| TOTAL | INVOICED REVENUE | | | | | .00 | 72,073.92 | .00 | |
| TOTAL | BL IMAT REVENUE, ESU/SCHO | | | | | .00 | 72,073.92 | .00 | |

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101990300 - COOP LOCAL SALES REVENUE

| ACCOUNT | DATE | T/C | RECEIVE REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|
| 12400 | ADMIN FEES | | | | | | | |
| | 7 /20 03/06/20 | 24 | | | | 68.25 | .00 | COOP POWERSCHOOL ADM FEE |
| | 7 /20 03/06/20 | 24 | | | | 17.27 | .00 | COOP SCHOOL HEALTH ADM FE |
| | 7 /20 03/06/20 | 24 | | | | 270.19 | .00 | COOP DUDE SOLUTION ADM FE |
| | 7 /20 03/12/20 | 24 | | | | 11,184.23 | .00 | COOP SYSCO ADMIN FEE |
| | 7 /20 03/12/20 | 24 | | | | 231.51 | .00 | COOP SYSCO ADMIN FEE |
| | 7 /20 03/18/20 | 24 | | | | 1,724.09 | .00 | COOP HOME DEPOT ADM FEE |
| | 7 /20 03/23/20 | 19 | 65 | | | 166.05 | | RECEIVABLE-RC- 032320PQ |
| | 7 /20 03/26/20 | 19 | 66 | | | 4.58 | | RECEIVABLE-RC- 032620PQ |
| | 7 /20 03/30/20 | 19 | 67 | | | 2.59 | | RECEIVABLE-RC- 033020PQ |
| | 7 /20 03/30/20 | 24 | | | | 136.74 | .00 | COOP STATE INDUST ADM FEE |
| TOTAL | ADMIN FEES | | | | .00 | 13,805.50 | .00 | |
| TOTAL | COOP LOCAL SALES REVENUE | | | | .00 | 13,805.50 | .00 | |
| TOTAL | GENERAL FUND | | | | .00 | 90,169.12 | .00 | |
| TOTAL REPORT | | | | | .00 | 90,169.12 | .00 | |

Adjusted Budget, March 2020

| ORG UNIT | | ACCOUNT TITLE | | BUDGET | PERIOD EXP | ENCUMBRANCES | YEAR TO DATE ENC + EXP | AVAILABLE | YTD/ BUD |
|---|---|---|---|---|---|---|---|---|---|
| 1202310100 | 20540 | ADMIN BOARD EXP/DUES | ADVERTISING | $1,000.00 | $0.00 | $0.00 | $523.52 | $476.48 | 52.35 |
| 1202310100 | 20810 | ADMIN BOARD EXP/DUES | DUES/FEES | $15,429.00 | $0.00 | $0.00 | $15,637.18 | -$208.18 | 101.35 |
| 1202510100 | 20315 | ADMIN FISCAL SERVICES | ACCT/AUDIT | $15,830.00 | $206.00 | $0.00 | $1,280.78 | $14,549.22 | 8.09 |
| 1202330100 | 20314 | ADMIN LEGAL/GOVT RELATION | GOVT RELATIONS | $28,700.00 | $0.00 | $0.00 | $14,309.66 | $14,390.34 | 49.86 |
| 1202330100 | 20317 | ADMIN LEGAL/GOVT RELATION | LEGAL | $15,050.00 | $790.13 | $0.00 | $5,126.27 | $9,923.73 | 34.06 |
| 1202560100 | 20531 | ADMIN POSTAGE | POSTAGE/POSTAGE METER | $350.00 | $14.51 | $0.00 | $96.84 | $253.16 | 27.67 |
| 1202530100 | 20550 | ADMIN PRINT/PUB/DUP | PRINTING/BINDING | $1,000.00 | $94.90 | $0.00 | $674.23 | $325.77 | 67.42 |
| 1202610100 | 20440 | ADMIN RENT/LEASE | RENT | $3,493.00 | $230.11 | $0.00 | $1,380.66 | $2,112.34 | 39.53 |
| 1202610100 | 20520 | ADMIN RENT/LEASE | INSURANCE | $9,999.00 | $0.00 | $0.00 | $1,918.00 | $8,081.00 | 19.18 |
| 1202320100 | 20110 | ADMIN SALARY EXEC DIRECTO | SALARIES | $84,506.00 | $7,794.20 | $0.00 | $46,765.16 | $37,740.84 | 55.34 |
| 1202320100 | 20220 | ADMIN SALARY EXEC DIRECTO | SOCIAL SECURITY | $6,465.00 | $535.58 | $0.00 | $3,145.94 | $3,319.06 | 48.66 |
| 1202320100 | 20230 | ADMIN SALARY EXEC DIRECTO | RETIREMENT | $9,239.00 | $769.89 | $0.00 | $4,619.34 | $4,619.66 | 50 |
| 1202320100 | 20270 | ADMIN SALARY EXEC DIRECTO | WORK COMP | $562.00 | $46.76 | $0.00 | $280.56 | $281.44 | 49.92 |
| 1202320100 | 20290 | ADMIN SALARY EXEC DIRECTO | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202320100 | 20330 | ADMIN SALARY EXEC DIRECTO | PROF DEV | $400.00 | $0.00 | $0.00 | $0.00 | $400.00 | 0 |
| 1202320100 | 20333 | ADMIN SALARY EXEC DIRECTO | MILEAGE | $6,000.00 | $317.40 | $0.00 | $2,052.49 | $3,947.51 | 34.21 |
| 1202320100 | 20580 | ADMIN SALARY EXEC DIRECTO | TRAVEL (EXCEPT MILEAGE) | $19,915.00 | $1,983.03 | $0.00 | $7,960.72 | $11,954.28 | 39.97 |
| 1202320100 | 20610 | ADMIN SALARY EXEC DIRECTO | SUPPLIES | $400.00 | $49.79 | $0.00 | $275.60 | $124.40 | 68.9 |
| 1202800100 | 20110 | ADMIN STAFF SALARY | SALARIES | $54,218.00 | $4,518.20 | $0.00 | $27,109.26 | $27,108.74 | 50 |
| 1202800100 | 20220 | ADMIN STAFF SALARY | SOCIAL SECURITY | $3,511.00 | $290.74 | $0.00 | $1,744.43 | $1,766.57 | 49.68 |
| 1202800100 | 20230 | ADMIN STAFF SALARY | RETIREMENT | $5,355.00 | $446.30 | $0.00 | $2,677.80 | $2,677.20 | 50.01 |
| 1202800100 | 20270 | ADMIN STAFF SALARY | WORK COMP | $325.00 | $27.10 | $0.00 | $162.56 | $162.44 | 50.02 |
| 1202800100 | 20290 | ADMIN STAFF SALARY | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202800100 | 20333 | ADMIN STAFF SALARY | MILEAGE | $4,500.00 | $466.90 | $0.00 | $1,968.05 | $2,531.95 | 43.73 |
| 1202800100 | 20580 | ADMIN STAFF SALARY | TRAVEL (EXCEPT MILEAGE) | $2,000.00 | $740.56 | $0.00 | $1,458.66 | $541.34 | 72.93 |
| 1202580100 | 20320 | ADMIN TECH SERVICES | CONTRACTED SERVICES | $3,000.00 | $0.00 | $0.00 | $2,450.00 | $550.00 | 81.67 |
| 1202580100 | 20530 | ADMIN TECH SERVICES | COMPUTER/INTERNET/PHONE | $100.00 | $0.00 | $0.00 | $153.28 | -$53.28 | 153.28 |
| 1202580100 | 20650 | ADMIN TECH SERVICES | TECH SOFTWARE/SUPPLIES | $133.00 | $0.00 | $0.00 | $218.40 | -$85.40 | 164.21 |
| 1202580100 | 20734 | ADMIN TECH SERVICES | TECH HARDWARE | $0.00 | $0.00 | $0.00 | $794.69 | -$794.69 | 0 |
| | | | | **$291,480.00** | **$19,322.10** | **$0.00** | **$144,784.08** | **$146,695.92** | **49.67%** |
| | | | | | | | | | |
| 1202310620 | 20810 | BL DEC BOARD EXP/DUES | DUES/FEES | $310.00 | $0.00 | $0.00 | $0.00 | $310.00 | 0 |
| 1202320620 | 20110 | BL DEC EXEC SALARY/EXP | SALARIES | $60,984.00 | $5,624.67 | $0.00 | $33,748.05 | $27,235.95 | 55.34 |
| 1202320620 | 20220 | BL DEC EXEC SALARY/EXP | SOCIAL SECURITY | $4,665.00 | $386.50 | $0.00 | $2,270.26 | $2,394.74 | 48.67 |
| 1202320620 | 20230 | BL DEC EXEC SALARY/EXP | RETIREMENT | $6,667.00 | $555.59 | $0.00 | $3,333.54 | $3,333.46 | 50 |
| 1202320620 | 20270 | BL DEC EXEC SALARY/EXP | WORK COMP | $405.00 | $33.75 | $0.00 | $202.50 | $202.50 | 50 |
| 1202320620 | 20290 | BL DEC EXEC SALARY/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202510620 | 20315 | BL DEC FISCAL SERVICES | ACCT/AUDIT | $1,085.00 | $0.00 | $0.00 | $29.60 | $1,055.40 | 2.73 |
| 1202330620 | 20317 | BL DEC LEGAL/GOVT RELATIO | LEGAL | $1,225.00 | $64.31 | $0.00 | $417.26 | $807.74 | 34.06 |
| 1202560620 | 20531 | BL DEC POSTAGE | POSTAGE/POSTAGE METER | $100.00 | $0.00 | $0.00 | $6.50 | $93.50 | 6.5 |
| 1202530620 | 20550 | BL DEC PRINT/PUB/DUP | PRINTING/BINDING | $500.00 | $0.00 | $0.00 | $20.48 | $479.52 | 4.1 |
| 1202250620 | 20640 | BL DEC PRO DEV | PERIODICALS/BOOKS | $250.00 | $0.00 | $0.00 | $0.00 | $250.00 | 0 |
| 1202520620 | 20610 | BL DEC PURCHASE/WAREHOUSE | SUPPLIES | $500.00 | $30.00 | $0.00 | $32.94 | $467.06 | 6.59 |
| 1202610620 | 20440 | BL DEC RENT/LEASE | RENT | $4,484.00 | $184.50 | $0.00 | $1,107.00 | $3,377.00 | 24.69 |
| 1202800620 | 20110 | BL DEC STAFF SALARY/EXP | SALARIES | $123,021.00 | $2,413.35 | $0.00 | $48,976.17 | $74,044.83 | 39.81 |
| 1202800620 | 20220 | BL DEC STAFF SALARY/EXP | SOCIAL SECURITY | $8,130.00 | $166.01 | $0.00 | $3,268.82 | $4,861.18 | 40.21 |
| 1202800620 | 20230 | BL DEC STAFF SALARY/EXP | RETIREMENT | $12,151.00 | $238.39 | $0.00 | $4,770.59 | $7,380.41 | 39.26 |
| 1202800620 | 20270 | BL DEC STAFF SALARY/EXP | WORK COMP | $738.00 | $14.47 | $0.00 | $274.82 | $463.18 | 37.24 |
| 1202800620 | 20290 | BL DEC STAFF SALARY/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202800620 | 20333 | BL DEC STAFF SALARY/EXP | MILEAGE | $4,000.00 | $0.00 | $0.00 | $1,907.62 | $2,092.38 | 47.69 |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 1202800620 | 20580 | BL DEC STAFF SALARY/EXP | TRAVEL (EXCEPT MILEAGE) | $5,131.00 | $0.00 | $0.00 | $1,645.39 | $3,485.61 | 32.07 |
| 1202800620 | 20733 | BL DEC STAFF SALARY/EXP | FURNITURE | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202580620 | 20110 | BL DEC TECH SERVICES | SALARIES | $69,202.00 | $5,766.79 | $0.00 | $34,600.72 | $34,601.28 | 50 |
| 1202580620 | 20220 | BL DEC TECH SERVICES | SOCIAL SECURITY | $5,294.00 | $432.55 | $0.00 | $2,595.30 | $2,698.70 | 49.02 |
| 1202580620 | 20230 | BL DEC TECH SERVICES | RETIREMENT | $6,836.00 | $569.63 | $0.00 | $3,417.78 | $3,418.22 | 50 |
| 1202580620 | 20270 | BL DEC TECH SERVICES | WORK COMP | $416.00 | $34.59 | $0.00 | $207.54 | $208.46 | 49.89 |
| 1202580620 | 20290 | BL DEC TECH SERVICES | OTHER BENEFITS | $0.00 | $3.50 | $0.00 | $21.00 | -$21.00 | 0 |
| 1202580620 | 20320 | BL DEC TECH SERVICES | CONTRACTED SERVICES | $15,500.00 | $0.00 | $0.00 | $5,000.00 | $10,500.00 | 32.26 |
| 1202580620 | 20530 | BL DEC TECH SERVICES | COMPUTER/INTERNET/PHONE | $976.00 | $89.09 | $0.00 | $1,648.99 | -$672.99 | 168.95 |
| 1202580620 | 20650 | BL DEC TECH SERVICES | TECH SOFTWARE/SUPPLIES | $160.00 | $0.00 | $0.00 | $201.06 | -$41.06 | 125.66 |
| 1202580620 | 20734 | BL DEC TECH SERVICES | TECH HARDWARE | $0.00 | $0.00 | $0.00 | $179.80 | -$179.80 | 0 |
| | | | | **$332,730.00** | **$16,607.69** | **$0.00** | **$149,883.73** | **$182,846.27** | **45.05%** |
| 1202320600 | 20110 | BL IMAT EXEC DIR SALARY/E | SALARIES | $10,454.00 | $964.24 | $0.00 | $5,785.38 | $4,668.62 | 55.34 |
| 1202320600 | 20220 | BL IMAT EXEC DIR SALARY/E | SOCIAL SECURITY | $800.00 | $66.26 | $0.00 | $389.20 | $410.80 | 48.65 |
| 1202320600 | 20230 | BL IMAT EXEC DIR SALARY/E | RETIREMENT | $1,143.00 | $95.24 | $0.00 | $571.44 | $571.56 | 49.99 |
| 1202320600 | 20270 | BL IMAT EXEC DIR SALARY/E | WORK COMP | $69.00 | $5.79 | $0.00 | $34.74 | $34.26 | 50.35 |
| 1202510600 | 20315 | BL IMAT FISCAL SERVICES | ACCT/AUDIT | $1,085.00 | $0.00 | $0.00 | $0.00 | $1,085.00 | 0 |
| 1202330600 | 20317 | BL IMAT LEGAL/GOVT RELATI | LEGAL | $1,225.00 | $64.31 | $0.00 | $402.91 | $822.09 | 32.89 |
| 1202560600 | 20531 | BL IMAT POSTAGE | POSTAGE/POSTAGE METER | $25.00 | $0.50 | $0.00 | $27.00 | -$2.00 | 108 |
| 1202520600 | 20320 | BL IMAT PURCHASE/WAREHOUS | CONTRACTED SERVICES | $1,000.00 | $0.00 | $0.00 | $0.00 | $1,000.00 | 0 |
| 1202520600 | 20900 | BL IMAT PURCHASE/WAREHOUS | OTHER PROGRAM PUCHASES | $111,530.00 | $0.00 | $0.00 | $111,529.25 | $0.75 | 100 |
| 1202610600 | 20440 | BL IMAT RENT/LEASE | RENT | $4,397.00 | $96.39 | $0.00 | $4,078.34 | $318.66 | 92.75 |
| 1202800600 | 20110 | BL IMAT STAFF SALARY/EXP | SALARIES | $68,495.00 | $3,748.26 | $0.00 | $31,113.68 | $37,381.32 | 45.42 |
| 1202800600 | 20220 | BL IMAT STAFF SALARY/EXP | SOCIAL SECURITY | $4,851.00 | $276.20 | $0.00 | $2,225.43 | $2,625.57 | 45.88 |
| 1202800600 | 20230 | BL IMAT STAFF SALARY/EXP | RETIREMENT | $6,766.00 | $370.24 | $0.00 | $3,056.53 | $3,709.47 | 45.17 |
| 1202800600 | 20270 | BL IMAT STAFF SALARY/EXP | WORK COMP | $411.00 | $22.48 | $0.00 | $181.88 | $229.12 | 44.25 |
| 1202800600 | 20290 | BL IMAT STAFF SALARY/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202800600 | 20333 | BL IMAT STAFF SALARY/EXP | MILEAGE | $1,500.00 | $301.31 | $0.00 | $618.57 | $881.43 | 41.24 |
| 1202800600 | 20580 | BL IMAT STAFF SALARY/EXP | TRAVEL (EXCEPT MILEAGE) | $500.00 | $13.98 | $0.00 | $307.30 | $192.70 | 61.46 |
| 1202800600 | 20610 | BL IMAT STAFF SALARY/EXP | SUPPLIES | $50.00 | $30.00 | $0.00 | $79.97 | -$29.97 | 159.94 |
| 1202580600 | 20530 | BL IMAT TECH SERVICES | COMPUTER/INTERNET/PHONE | $886.00 | $101.81 | $0.00 | $951.27 | -$65.27 | 107.37 |
| 1202580600 | 20650 | BL IMAT TECH SERVICES | TECH SOFTWARE/SUPPLIES | $342.00 | $0.00 | $0.00 | $223.28 | $118.72 | 65.29 |
| 1202580600 | 20734 | BL IMAT TECH SERVICES | TECH HARDWARE | $0.00 | $0.00 | $0.00 | $179.80 | -$179.80 | 0 |
| | | | | **$215,529.00** | **$6,157.01** | **$0.00** | **$161,755.97** | **$53,773.03** | **75.05%** |
| 1202310300 | 20540 | COOP BOARD EXP/DUES | ADVERTISING | $1,000.00 | $0.00 | $0.00 | $0.00 | $1,000.00 | 0 |
| 1202310300 | 20810 | COOP BOARD EXP/DUES | DUES/FEES | $2,690.00 | $0.00 | $0.00 | $0.00 | $2,690.00 | 0 |
| 1202320300 | 20110 | COOP EXEC DIR SALARY/EXP | SALARIES | $8,712.00 | $803.53 | $0.00 | $4,821.17 | $3,890.83 | 55.34 |
| 1202320300 | 20220 | COOP EXEC DIR SALARY/EXP | SOCIAL SECURITY | $666.00 | $55.21 | $0.00 | $324.30 | $341.70 | 48.69 |
| 1202320300 | 20230 | COOP EXEC DIR SALARY/EXP | RETIREMENT | $953.00 | $79.37 | $0.00 | $476.22 | $476.78 | 49.97 |
| 1202320300 | 20270 | COOP EXEC DIR SALARY/EXP | WORK COMP | $57.00 | $4.82 | $0.00 | $28.92 | $28.08 | 50.74 |
| 1202320300 | 20290 | COOP EXEC DIR SALARY/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202510300 | 20315 | COOP FISCAL SERVICES | ACCT/AUDIT | $13,330.00 | $0.00 | $0.00 | $0.00 | $13,330.00 | 0 |
| 1202330300 | 20317 | COOP LEGAL/GOVT RELATIONS | LEGAL | $15,050.00 | $727.12 | $0.00 | $5,077.58 | $9,972.42 | 33.74 |
| 1202330300 | 20820 | COOP LEGAL/GOVT RELATIONS | JUDGEMENTS/SETTLEMENTS | $33,333.00 | $0.00 | $0.00 | $33,333.34 | -$0.34 | 100 |
| 1202560300 | 20531 | COOP POSTAGE | POSTAGE/POSTAGE METER | $1,500.00 | $177.07 | $0.00 | $592.81 | $907.19 | 39.52 |
| 1202530300 | 20550 | COOP PRINT/PUB/DUP | PRINTING/BINDING | $400.00 | $17.50 | $0.00 | $105.00 | $295.00 | 26.25 |
| 1202520300 | 20610 | COOP PURCHASE/WAREHOUSE/I | SUPPLIES | $1,200.00 | $40.99 | $0.00 | $42.83 | $1,157.17 | 3.57 |
| 1202520300 | 20900 | COOP PURCHASE/WAREHOUSE/I | OTHER PROGRAM PUCHASES | $5,565.00 | -$444.05 | $1,068.00 | $5,564.53 | $0.47 | 100 |
| 1202610300 | 20440 | COOP RENT/LEASE | RENT | $13,063.00 | $683.66 | $0.00 | $4,869.96 | $8,193.04 | 37.28 |
| 1202610300 | 20520 | COOP RENT/LEASE | INSURANCE | $384.00 | $32.00 | $0.00 | $192.00 | $192.00 | 50 |
| 1202800300 | 20110 | COOP STAFF SALARIES/EXP | SALARIES | $228,969.00 | $19,080.73 | $0.00 | $114,484.46 | $114,484.54 | 50 |

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|---|---|---|---|---|---|---|---|---|---|
| 1202800300 | 20220 | COOP STAFF SALARIES/EXP | SOCIAL SECURITY | $14,059.00 | $1,146.79 | $0.00 | $6,880.80 | $7,178.20 | 48.94 |
| 1202800300 | 20230 | COOP STAFF SALARIES/EXP | RETIREMENT | $22,617.00 | $1,884.75 | $0.00 | $11,308.51 | $11,308.49 | 50 |
| 1202800300 | 20270 | COOP STAFF SALARIES/EXP | WORK COMP | $1,375.00 | $114.51 | $0.00 | $687.06 | $687.94 | 49.97 |
| 1202800300 | 20290 | COOP STAFF SALARIES/EXP | OTHER BENEFITS | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | 0 |
| 1202800300 | 20333 | COOP STAFF SALARIES/EXP | MILEAGE | $7,500.00 | $176.53 | $0.00 | $1,513.19 | $5,986.81 | 20.18 |
| 1202800300 | 20580 | COOP STAFF SALARIES/EXP | TRAVEL (EXCEPT MILEAGE) | $7,500.00 | $1,748.90 | $0.00 | $4,674.24 | $2,825.76 | 62.32 |
| 1202580300 | 20320 | COOP TECH SERVICES | CONTRACTED SERVICES | $6,700.00 | $0.00 | $0.00 | $360.00 | $6,340.00 | 5.37 |
| 1202580300 | 20530 | COOP TECH SERVICES | COMPUTER/INTERNET/PHONE | $1,271.00 | $147.64 | $0.00 | $1,098.57 | $172.43 | 86.43 |
| 1202580300 | 20650 | COOP TECH SERVICES | TECH SOFTWARE/SUPPLIES | $76,121.00 | $42.49 | $49.16 | $76,151.91 | -$30.91 | 100.04 |
| 1202580300 | 20734 | COOP TECH SERVICES | TECH HARDWARE | $2,200.00 | $0.00 | $0.00 | $354.76 | $1,845.24 | 16.13 |
| | | | | **$466,215.00** | **$26,519.56** | **$1,117.16** | **$272,942.16** | **$193,272.84** | **58.54%** |
| 1202800570 | 20110 | INNOVATIVE STAFF SALARIES | SALARIES | $44,162.00 | $0.00 | $0.00 | $0.00 | $44,162.00 | 0 |
| 1202800570 | 20220 | INNOVATIVE STAFF SALARIES | SOCIAL SECURITY | $3,726.00 | $0.00 | $0.00 | $0.00 | $3,726.00 | 0 |
| 1202800570 | 20230 | INNOVATIVE STAFF SALARIES | RETIREMENT | $3,374.00 | $0.00 | $0.00 | $0.00 | $3,374.00 | 0 |
| 1202800570 | 20270 | INNOVATIVE STAFF SALARIES | WORK COMP | $53.00 | $0.00 | $0.00 | $0.00 | $53.00 | 0 |
| | | | | **$51,315.00** | **$0.00** | **$0.00** | **$0.00** | **$51,315.00** | **0.00%** |
| 1202250560 | 20320 | PDO CRISIS PRO DEV | CONTRACTED SERVICES | $60,000.00 | $0.00 | $0.00 | $53,388.16 | $6,611.84 | 88.98 |
| 1202250560 | 20580 | PDO CRISIS PRO DEV | TRAVEL (EXCEPT MILEAGE) | $15,000.00 | $0.00 | $0.00 | $6,785.85 | $8,214.15 | 45.24 |
| 1202250530 | 20580 | PDO ESPD PRO DEV | TRAVEL (EXCEPT MILEAGE) | $1,000.00 | $199.71 | $0.00 | $199.71 | $800.29 | 19.97 |
| 1203575570 | 20320 | PDO INNOVATIVE GRANT | CONTRACTED SERVICES | $80,756.00 | $0.00 | $0.00 | $52,121.60 | $28,634.40 | 64.54 |
| 1203575570 | 20330 | PDO INNOVATIVE GRANT | PROF DEV | $9,508.00 | $0.00 | $0.00 | $0.00 | $9,508.00 | 0 |
| 1203575570 | 20333 | PDO INNOVATIVE GRANT | MILEAGE | $6,000.00 | $0.00 | $0.00 | $61.48 | $5,938.52 | 1.02 |
| 1203575570 | 20580 | PDO INNOVATIVE GRANT | TRAVEL (EXCEPT MILEAGE) | $1,437.00 | $0.00 | $0.00 | $2,924.51 | -$1,487.51 | 203.51 |
| 1203575570 | 20610 | PDO INNOVATIVE GRANT | SUPPLIES | $543.00 | $0.00 | $0.00 | $2.50 | $540.50 | 0.46 |
| 1203575570 | 20734 | PDO INNOVATIVE GRANT | TECH HARDWARE | $64,944.00 | $0.00 | $0.00 | $0.00 | $64,944.00 | 0 |
| 1202330500 | 20317 | PDO LEGAL/GOVT RELATIONS | LEGAL | $1,000.00 | $535.50 | $0.00 | $850.50 | $149.50 | 85.05 |
| 1202250510 | 20330 | PDO NOC PROF DEV | PROF DEV | $21,000.00 | -$535.50 | $0.00 | $16,164.50 | $4,835.50 | 76.97 |
| 1202250510 | 20580 | PDO NOC PROF DEV | TRAVEL (EXCEPT MILEAGE) | $3,050.00 | $0.00 | $0.00 | $593.87 | $2,456.13 | 19.47 |
| 1202250510 | 20640 | PDO NOC PROF DEV | PERIODICALS/BOOKS | $6,000.00 | $0.00 | $0.00 | $0.00 | $6,000.00 | 0 |
| 1202560500 | 20531 | PDO POSTAGE | POSTAGE/POSTAGE METER | $250.00 | $2.00 | $0.00 | $25.65 | $224.35 | 10.26 |
| 1202520500 | 20610 | PDO PURCHASE/WAREHOUSE/DI | SUPPLIES | $500.00 | $0.00 | $0.00 | $69.09 | $430.91 | 13.82 |
| 1202250520 | 20330 | PDO SDA PRO DEV | PROF DEV | $14,480.00 | $0.00 | $0.00 | $15,371.70 | -$891.70 | 106.16 |
| 1202250520 | 20580 | PDO SDA PRO DEV | TRAVEL (EXCEPT MILEAGE) | $8,600.00 | $561.82 | $0.00 | $2,806.82 | $5,793.18 | 32.64 |
| 1202250520 | 20640 | PDO SDA PRO DEV | PERIODICALS/BOOKS | $750.00 | $0.00 | $0.00 | $750.00 | $0.00 | 100 |
| 1202800500 | 20110 | PDO STAFF SALARIES/EXP | SALARIES | $7,238.00 | $603.14 | $0.00 | $3,618.86 | $3,619.14 | 50 |
| 1202800500 | 20220 | PDO STAFF SALARIES/EXP | SOCIAL SECURITY | $489.00 | $40.76 | $0.00 | $244.56 | $244.44 | 50.01 |
| 1202800500 | 20230 | PDO STAFF SALARIES/EXP | RETIREMENT | $715.00 | $59.58 | $0.00 | $357.48 | $357.52 | 50 |
| 1202800500 | 20270 | PDO STAFF SALARIES/EXP | WORK COMP | $43.00 | $3.62 | $0.00 | $21.72 | $21.28 | 50.51 |
| 1202800500 | 20330 | PDO STAFF SALARIES/EXP | PROF DEV | $9,000.00 | $81.53 | $15,524.95 | $19,058.38 | -$10,058.38 | 211.76 |
| 1202800500 | 20333 | PDO STAFF SALARIES/EXP | MILEAGE | $500.00 | $0.00 | $0.00 | $0.00 | $500.00 | 0 |
| 1202800500 | 20580 | PDO STAFF SALARIES/EXP | TRAVEL (EXCEPT MILEAGE) | $4,000.00 | $1,835.00 | $0.00 | $1,835.00 | $2,165.00 | 45.88 |
| 1203500500 | 20320 | PDO STATE GRANTS | CONTRACTED SERVICES | $8,275.00 | $500.00 | $7,775.00 | $8,275.00 | $0.00 | 100 |
| 1202580500 | 20320 | PDO TECH SERVICES | CONTRACTED SERVICES | $4,000.00 | $0.00 | $0.00 | $1,500.00 | $2,500.00 | 37.5 |
| 1202580500 | 20650 | PDO TECH SERVICES | TECH SOFTWARE/SUPPLIES | $0.00 | $0.00 | $0.00 | $36.00 | -$36.00 | 0 |
| 1202250540 | 20330 | PDO TLT PRO DEV | PROF DEV | $14,078.00 | $1,000.00 | $0.00 | $8,869.00 | $5,209.00 | 63 |
| 1202250540 | 20580 | PDO TLT PRO DEV | TRAVEL (EXCEPT MILEAGE) | $2,800.00 | $293.69 | $0.00 | $293.69 | $2,506.31 | 10.49 |
| | | | | **$345,956.00** | **$5,180.85** | **$23,299.95** | **$196,225.63** | **$149,730.37** | **56.72%** |
| 1202320400 | 20110 | SRS EXEC DIR SALARIES/EXP | SALARIES | $9,583.00 | $883.88 | $0.00 | $5,303.23 | $4,279.77 | 55.34 |
| 1202320400 | 20220 | SRS EXEC DIR SALARIES/EXP | SOCIAL SECURITY | $733.00 | $60.74 | $0.00 | $356.78 | $376.22 | 48.67 |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| 1202320400 | 20230 | SRS EXEC DIR SALARIES/EXP | RETIREMENT | $1,048.00 | $87.31 | | $0.00 | $523.86 | $524.14 | 49.99 |
| 1202320400 | 20270 | SRS EXEC DIR SALARIES/EXP | WORK COMP | $63.00 | $5.30 | | $0.00 | $31.80 | $31.20 | 50.48 |
| 1202320400 | 20290 | SRS EXEC DIR SALARIES/EXP | OTHER BENEFITS | $0.00 | $0.00 | | $0.00 | $0.00 | $0.00 | 0 |
| 1202510400 | 20315 | SRS FISCAL SERVICES | ACCT/AUDIT | $2,170.00 | $0.00 | | $0.00 | $0.00 | $2,170.00 | 0 |
| 1202330400 | 20317 | SRS LEGAL/GOVT RELATIONS | LEGAL | $2,450.00 | $128.63 | | $0.00 | $834.51 | $1,615.49 | 34.06 |
| 1202560400 | 20531 | SRS POSTAGE | POSTAGE/POSTAGE METER | $50.00 | $1.50 | | $0.00 | $10.15 | $39.85 | 20.3 |
| 1202530400 | 20550 | SRS PRINT/PUB/DUP | PRINTING/BINDING | $300.00 | $31.64 | | $0.00 | $220.63 | $79.37 | 73.54 |
| 1202520400 | 20610 | SRS PURCHASE/WAREHOUSE/DI | SUPPLIES | $500.00 | $30.00 | | $0.00 | $89.98 | $410.02 | 18 |
| 1202610400 | 20440 | SRS RENT/LEASES | RENT | $7,865.00 | $657.14 | | $0.00 | $3,942.84 | $3,922.16 | 50.13 |
| 1202800400 | 20110 | SRS STAFF SALARIES/EXP | SALARIES | $169,380.00 | $13,283.51 | | $0.00 | $75,878.43 | $93,501.57 | 44.8 |
| 1202800400 | 20220 | SRS STAFF SALARIES/EXP | SOCIAL SECURITY | $12,156.00 | $848.87 | | $0.00 | $5,199.02 | $6,956.98 | 42.77 |
| 1202800400 | 20230 | SRS STAFF SALARIES/EXP | RETIREMENT | $16,730.00 | $1,312.13 | | $0.00 | $7,346.27 | $9,383.73 | 43.91 |
| 1202800400 | 20270 | SRS STAFF SALARIES/EXP | WORK COMP | $1,017.00 | $78.82 | | $0.00 | $447.93 | $569.07 | 44.04 |
| 1202800400 | 20290 | SRS STAFF SALARIES/EXP | OTHER BENEFITS | $0.00 | $0.00 | | $0.00 | $0.00 | $0.00 | 0 |
| 1202800400 | 20333 | SRS STAFF SALARIES/EXP | MILEAGE | $3,500.00 | $246.10 | | $0.00 | $2,076.87 | $1,423.13 | 59.34 |
| 1202800400 | 20580 | SRS STAFF SALARIES/EXP | TRAVEL (EXCEPT MILEAGE) | $1,500.00 | $0.00 | | $0.00 | $602.64 | $897.36 | 40.18 |
| 1202580400 | 20110 | SRS TECH SERVICES | SALARIES | $198,243.00 | $17,965.61 | | $0.00 | $107,793.69 | $90,449.31 | 54.37 |
| 1202580400 | 20220 | SRS TECH SERVICES | SOCIAL SECURITY | $15,166.00 | $1,235.10 | | $0.00 | $7,410.60 | $7,755.40 | 48.86 |
| 1202580400 | 20230 | SRS TECH SERVICES | RETIREMENT | $21,296.00 | $1,774.61 | | $0.00 | $10,647.66 | $10,648.34 | 50 |
| 1202580400 | 20270 | SRS TECH SERVICES | WORK COMP | $1,293.00 | $107.75 | | $0.00 | $646.54 | $646.46 | 50 |
| 1202580400 | 20290 | SRS TECH SERVICES | OTHER BENEFITS | $0.00 | $10.50 | | $0.00 | $63.00 | -$63.00 | 0 |
| 1202580400 | 20320 | SRS TECH SERVICES | CONTRACTED SERVICES | $23,113.00 | $0.00 | | $0.00 | $456.31 | $22,656.69 | 1.97 |
| 1202580400 | 20530 | SRS TECH SERVICES | COMPUTER/INTERNET/PHONE | $2,322.00 | $381.81 | | $0.00 | $3,797.26 | -$1,475.26 | 163.53 |
| 1202580400 | 20650 | SRS TECH SERVICES | TECH SOFTWARE/SUPPLIES | $150.00 | $238.93 | | $0.00 | $951.40 | -$801.40 | 634.27 |
| 1202580400 | 20734 | SRS TECH SERVICES | TECH HARDWARE | $5,000.00 | $0.00 | | $0.00 | $179.80 | $4,820.20 | 3.6 |
| | | | | **$495,628.00** | **$39,369.88** | **$0.00** | | **$234,811.20** | **$260,816.80** | **47.38%** |
| | | | | **$2,198,853.00** | **$113,157.09** | **$24,417.11** | | **$1,160,402.77** | **$1,038,450.23** | **52.77%** |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

FUND GROUP

| ACCOUNT - - - - - TITLE - - - - - | DEBITS | CREDITS |
|---|---|---|
| 09000 CASH | 1,705,317.13 | .00 |
| TOTAL CASH | 1,705,317.13 | .00 |
| 09296 PRE-PAID POSTAGE | 661.08 | .00 |
| TOTAL PRE-PAID POSTAGE | 661.08 | .00 |
| TOTAL ASSETS | 1,705,978.21 | .00 |
| 09401 ACCOUNTS PAYABLE | .00 | 40.05 |
| TOTAL ACCOUNTS PAYABLE | .00 | 40.05 |
| TOTAL LIABILITIES | .00 | 40.05 |
| TOTAL REV CONT | .00 | 1,832,224.20 |
| TOTAL EXP CONT | 1,135,985.66 | .00 |
| TOTAL RES FOR ENC | .00 | 24,417.11 |
| TOTAL ENC CONT | 24,417.11 | .00 |
| TOTAL REV BUD CONTL | 4,931,756.00 | .00 |
| TOTAL EXP BUD CONT | .00 | 4,931,756.00 |
| TOTAL FUND BALANCE | .00 | 1,009,699.62 |
| TOTAL EQUITIES | 6,092,158.77 | 7,798,096.93 |
| TOTAL REPORT | 7,798,136.98 | 7,798,136.98 |

UBT Union Bank & Trust

P.O. Box 82535 · Lincoln, NE 68501-2535 · ubt.com · Member FDIC

Account Number: 20611699
Statement Date: 03/31/2020

6310 0300 OO RP 01 04012020 NNNNNN 01 005731 0016

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING
1292 E 4TH ST
AINSWORTH NE 69210-1225

04-06-2020 RCVD

Union Bank & Trust
238 East 4th Street
Ainsworth NE 69210

TELEPHONE:402-387-1350

Is your contact information up to date? Help us reach you, protect your identity, and let you know about new services and features. To review and update your contact information; stop by your local branch or contact us at www.ubt.com/help.

BASIC BUSINESS ACCOUNT 20611699
03/06 573.180R DLR GROUP CR RMT*IV*Multiple

| DESCRIPTION | DEBITS | CREDITS | DATE | BALANCE |
|---|---|---|---|---|
| BALANCE LAST STATEMENT ..... | | | 02/28/20 | 50,189.39 |
| SYSCO PAYMENTS 061CA000218276 | | 11,184.23 | 03/03/20 | 61,373.62 |
| TRANSFER TO STFIT ACCOUNT 2531673001 | 11,000.00 | | 03/04/20 | 50,373.62 |
| DEPOSIT | | 287.46 | 03/04/20 | 50,661.08 |
| DEPOSIT | | 68.25 | 03/06/20 | 50,729.33 |
| CHECK # 14924 | 353.05 | | 03/06/20 | 50,376.28 |
| VISA PAYMENT 486551XXXXX8112 | 281.42 | | 03/09/20 | 50,094.86 |
| VISA PAYMENT 486551XXXXX0305 | 3,054.51 | | 03/09/20 | 47,040.35 |
| TRANSFER FROM STFIT ACCOUNT 2531673001 | | 3,000.00 | 03/09/20 | 50,040.35 |
| DEPOSIT | | 4,000.06 | 03/10/20 | 54,040.41 |
| CHECK # 14912 | 126.54 | | 03/10/20 | 53,913.87 |
| CHECK # 14908 | 98,695.71 | | 03/10/20 | 44,781.84- |
| TRANSFER FROM STFIT ACCOUNT 2531673001 | | 95,000.00 | 03/10/20 | 50,218.16 |
| SYSCO PAYMENTS 059CA000038563 | | 231.51 | 03/11/20 | 50,449.67 |
| CHECK # 14913 | 81.53 | | 03/11/20 | 50,368.14 |
| CHECK # 14920 | 250.00 | | 03/11/20 | 50,118.14 |
| CHECK # 14916 | 188.00 | | 03/12/20 | 49,930.14 |
| CHECK # 14923 | 361.97 | | 03/12/20 | 49,568.17 |
| CHECK # 14910 | 636.35 | | 03/12/20 | 48,931.82 |
| TRANSFER FROM STFIT ACCOUNT 2531673001 | | 2,000.00 | 03/12/20 | 50,931.82 |
| CHECK # 14911 | 175.07 | | 03/13/20 | 50,756.75 |
| CHECK # 14926 | 246.10 | | 03/13/20 | 50,510.65 |
| CHECK # 14922 | 317.40 | | 03/13/20 | 50,193.25 |

## THIS FORM IS PROVIDED TO HELP YOU BALANCE YOUR STATEMENT

WITHDRAWALS OUTSTANDING - NOT CHARGED TO ACCOUNT

| NO. | $ | |
|---|---|---|
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| | | |
| TOTAL | $ | |

### BEFORE YOU START

PLEASE BE SURE YOU HAVE ENTERED IN YOUR REGISTER ALL AUTOMATIC TRANSACTIONS SHOWN ON THE FRONT OF YOUR STATEMENT.

YOU SHOULD HAVE ADDED
IF ANY OCCURRED:
1. Loan advances.
2. Credit memos.
3. Other automatic deposits.
4. Interest paid.

YOU SHOULD HAVE SUBTRACTED
IF ANY OCCURRED:
1. Automatic loan payments.
2. Automatic savings transfers.
3. Service charges.
4. Debit memos.
5. Other automatic deductions and payments.

BALANCE SHOWN ON THIS STATEMENT $_____

ADD

DEPOSITS NOT SHOWN ON THIS STATEMENT (IF ANY) $_____

_____

_____

TOTAL $_____

SUBTRACT -

WITHDRAWALS OUTSTANDING $_____

BALANCE $_____

SHOULD AGREE WITH YOUR REGISTER BALANCE AFTER DEDUCTING SERVICE CHARGE (IF ANY) SHOWN ON THIS STATEMENT.

Please examine immediately and report if incorrect. If no reply is received within sixty (60) days the account will be considered correct.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone or write us at the telephone number or address located on the front of this statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1) Tell us your name and account number (if any).
2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3) Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

We will tell you the result within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

6310 0300 OO RP 01 04012020 NNNNNN 01 005731 0016

UBT
Union Bank & Trust

Account Number: 20611699
Statement Date: 03/31/2020

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING

BASIC BUSINESS ACCOUNT 20611699
03/06 573.180R DLR GROUP CR RMT*IV*Multiple

| DESCRIPTION | DEBITS | CREDITS | DATE | BALANCE |
|---|---|---|---|---|
| DEPOSIT | | 34,377.04 | 03/16/20 | 84,570.29 |
| CHECK # 14927 | 249.11 | | 03/16/20 | 84,321.18 |
| CHECK # 14925 | 315.29 | | 03/16/20 | 84,005.89 |
| CHECK # 14918 | 668.97 | | 03/16/20 | 83,336.92 |
| CHECK # 14914 | 850.34 | | 03/16/20 | 82,486.58 |
| CHECK # 14917 | 1,255.31 | | 03/16/20 | 81,231.27 |
| CHECK # 14909 | 2,373.00 | | 03/16/20 | 78,858.27 |
| CHECK # 14919 | 4,372.42 | | 03/16/20 | 74,485.85 |
| TRANSFER TO STFIT ACCOUNT 2531673001 | | | | |
| | 24,000.00 | | 03/17/20 | 50,485.85 |
| DEPOSIT | | 2,009.09 | 03/18/20 | 52,494.94 |
| CHECK # 14921 | 250.00 | | 03/18/20 | 52,244.94 |
| TRANSFER TO STFIT ACCOUNT 2531673001 | | | | |
| | 2,000.00 | | 03/19/20 | 50,244.94 |
| DEPOSIT | | 34,986.82 | 03/20/20 | 85,231.76 |
| CHECK # 14915 | 188.00 | | 03/20/20 | 85,043.76 |
| TRANSFER TO STFIT ACCOUNT 2531673001 | | | | |
| | 35,000.00 | | 03/23/20 | 50,043.76 |
| DEPOSIT | | 166.05 | 03/23/20 | 50,209.81 |
| DEPOSIT | | 4.58 | 03/26/20 | 50,214.39 |
| DEPOSIT | | 179.33 | 03/30/20 | 50,393.72 |
| STATE OF NE ST PAYMENT 262415220 | | 1,000.00 | 03/31/20 | 51,393.72 |
| BALANCE THIS STATEMENT ..... | | | 03/31/20 | 51,393.72 |

03/06 573.180R DLR GROUP CR RMT*IV*Multiple

| | | | | |
|---|---|---|---|---|
| TOTAL CREDITS | (15) | 188,494.42 | MINIMUM BALANCE | 50,040.35 |
| TOTAL DEBITS | (26) | 187,290.09 | AVG AVAILABLE BALANCE | 50,708.80 |
| | | | AVERAGE BALANCE | 54,754.63 |

03/06 573.180R DLR GROUP CR RMT*IV*Multiple

YOUR CHECKS SEQUENCED

| DATE | CHECK # | AMOUNT | DATE | CHECK # | AMOUNT | DATE | CHECK # | AMOUNT |
|---|---|---|---|---|---|---|---|---|
| 03/10 | 14908 | 98,695.71 | 03/11 | 14913 | 81.53 | 03/16 | 14918 | 668.97 |
| 03/16 | 14909 | 2,373.00 | 03/16 | 14914 | 850.34 | 03/16 | 14919 | 4,372.42 |
| 03/12 | 14910 | 636.35 | 03/20 | 14915 | 188.00 | 03/11 | 14920 | 250.00 |
| 03/13 | 14911 | 175.07 | 03/12 | 14916 | 188.00 | 03/18 | 14921 | 250.00 |
| 03/10 | 14912 | 126.54 | 03/16 | 14917 | 1,255.31 | 03/13 | 14922 | 317.40 |

* * * CONTINUED * * *

UBT
Union Bank & Trust

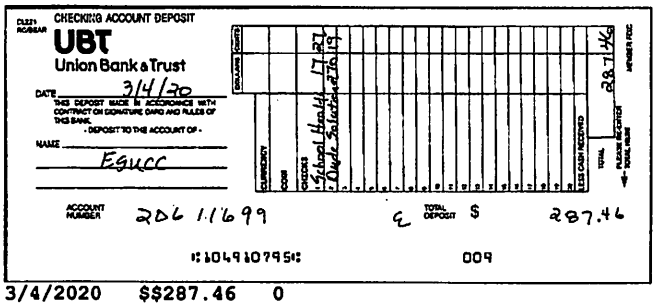

Account Number: 20611699
Statement Date: 03/31/2020

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING

YOUR CHECKS SEQUENCED

| DATE | CHECK # | AMOUNT | DATE | CHECK # | AMOUNT | DATE | CHECK # | AMOUNT |
|---|---|---|---|---|---|---|---|---|
| 03/12 | 14923 | 361.97 | 03/16 | 14925 | 315.29 | 03/16 | 14927 | 249.11 |
| 03/06 | 14924 | 353.05 | 03/13 | 14926 | 246.10 | | | |

* * * C O N T I N U E D * * *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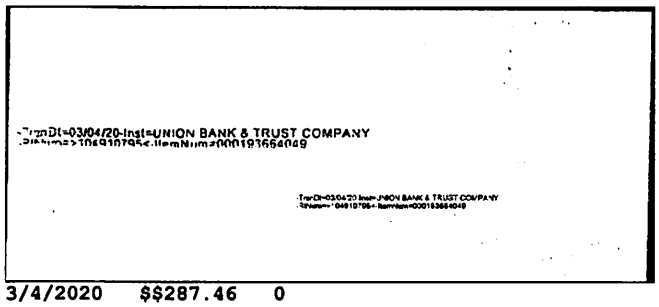
UBT
Union Bank & Trust
DATE 3/4/20
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGUCC
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 287.46
⑆104910795⑆ 009

3/4/2020 $$287.46 0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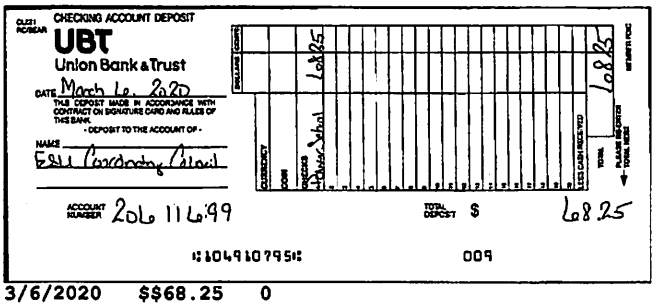
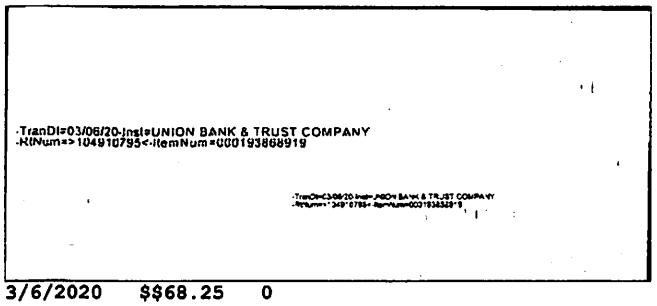

CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 6, 2020
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGU Coordinating Council
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 68.25
⑆104910795⑆ 009

3/6/2020 $$68.25 0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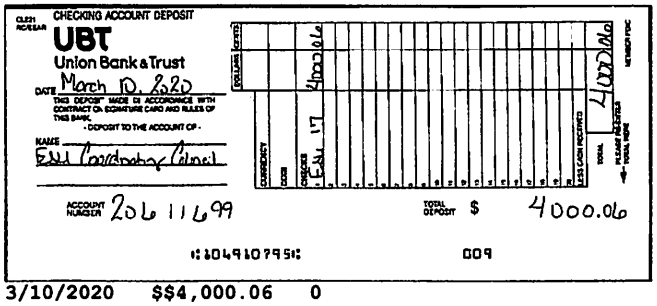
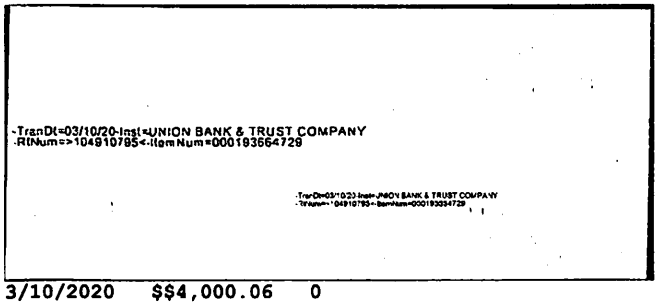

CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 10, 2020
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGU Coordinating Council
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 4000.06
⑆104910795⑆ 009

3/10/2020 $$4,000.06 0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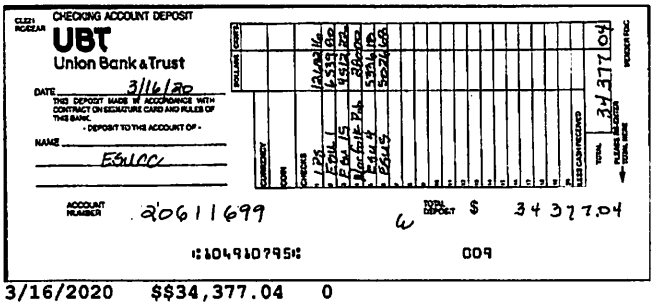
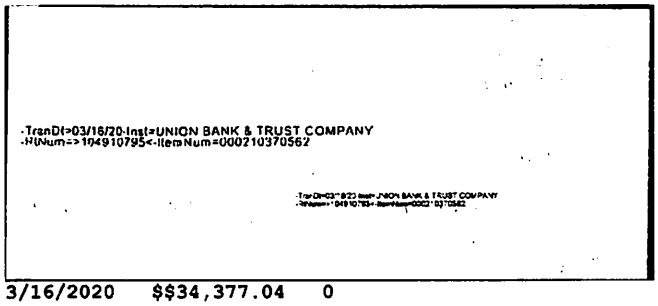

CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE 3/16/20
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGUCC
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 34377.04
⑆104910795⑆ 009

3/16/2020 $$34,377.04 0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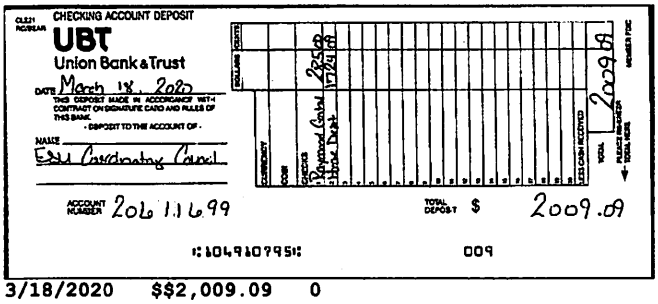
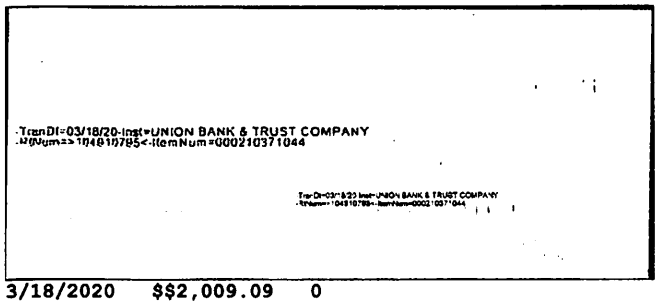

CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 18, 2020
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGU Coordinating Council
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 2009.09
⑆104910795⑆ 009

3/18/2020 $$2,009.09 0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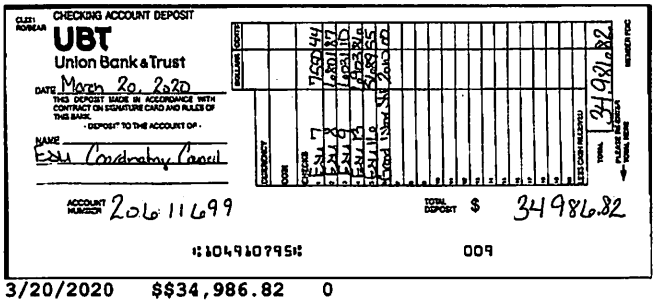
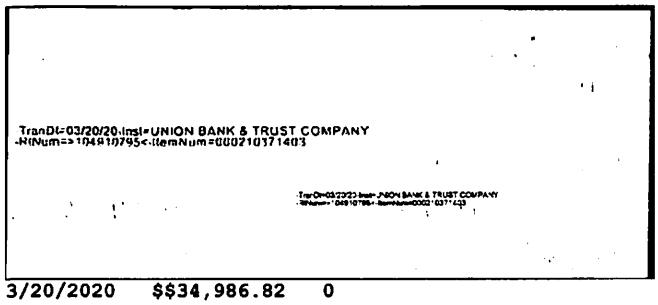
3/18/2020 $$2,009.09 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 20, 2020
THIS DEPOSIT MADE IN ACCORDANCE WITH CONTRACT ON SIGNATURE CARD AND RULES OF THIS BANK.
- DEPOSIT TO THE ACCOUNT OF -
NAME EGU Coordinating Council
ACCOUNT NUMBER 206 11699
TOTAL DEPOSIT $ 34986.82
⑆104910795⑆ 009

3/20/2020 $$34,986.82 0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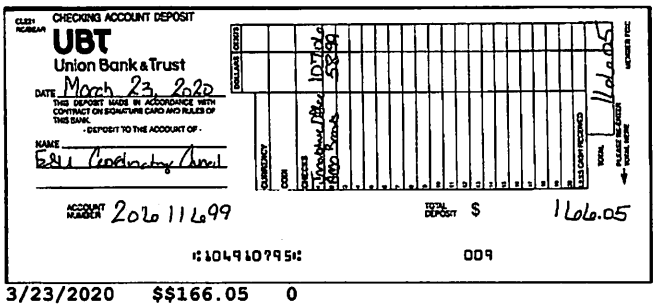
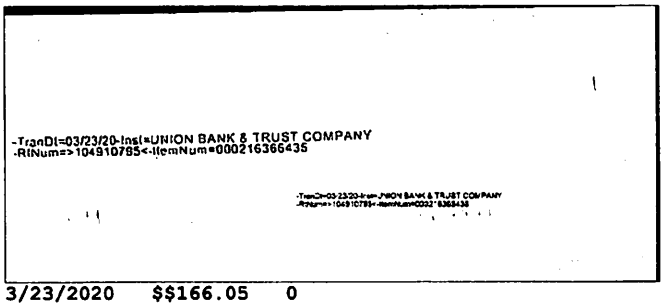
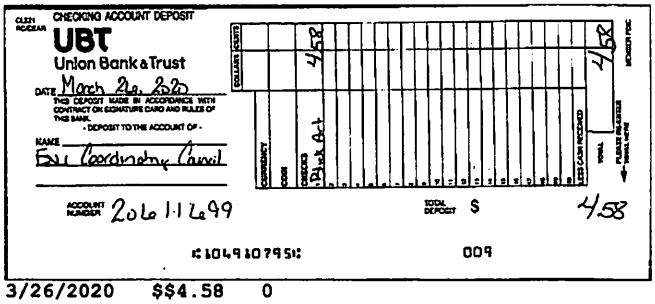
3/20/2020 $$34,986.82 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 23, 2020
NAME ESU Coordinating Council
ACCOUNT NUMBER 2061116499
TOTAL DEPOSIT $ 166.05
⑆104910795⑆ 009

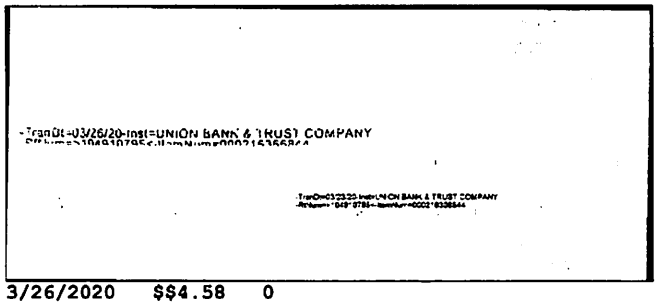
3/23/2020 $$166.05 0


-TranDt=03/23/20-Instr=UNION BANK & TRUST COMPANY
-RINum=>104910795<-ItemNum=000216366435

3/23/2020 $$166.05 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 26, 2020
NAME ESU Coordinating Council
ACCOUNT NUMBER 2061116499
TOTAL DEPOSIT $ 4.58
⑆104910795⑆ 009

3/26/2020 $$4.58 0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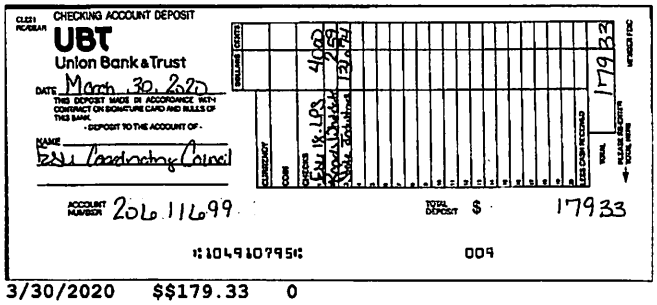
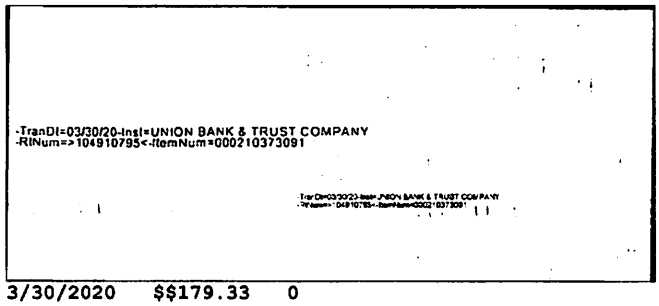
3/26/2020 $$4.58 0


CHECKING ACCOUNT DEPOSIT
UBT
Union Bank & Trust
DATE March 30, 2020
NAME ESU Coordinating Council
ACCOUNT NUMBER 2061116499
TOTAL DEPOSIT $ 179.33
⑆104910795⑆ 009

3/30/2020 $$179.33 0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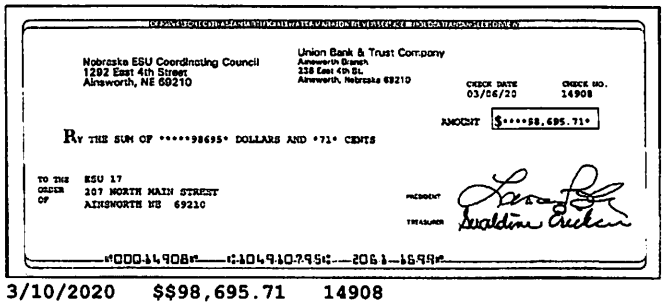
-RINum=>104910795<-ItemNum=000210373091

3/30/2020 $$179.33 0


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14908
AMOUNT $****98,695.71*

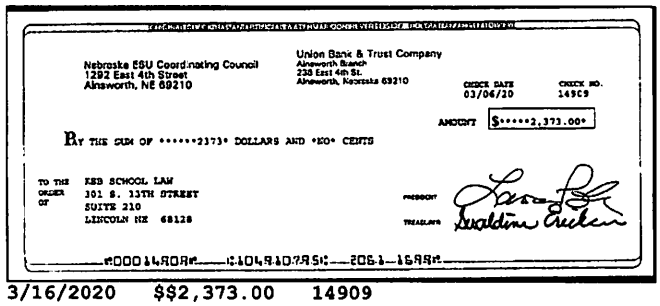
PAY THE SUM OF *****98695* DOLLARS AND *71* CENTS

TO THE ORDER OF ESU 17
207 NORTH MAIN STREET
AINSWORTH NE 69210

PRESIDENT
TREASURER

⑈000014908⑈ ⑆104910795⑆ 2061116499⑈

3/10/2020 $$98,695.71 14908


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14909
AMOUNT $*****2,373.00*

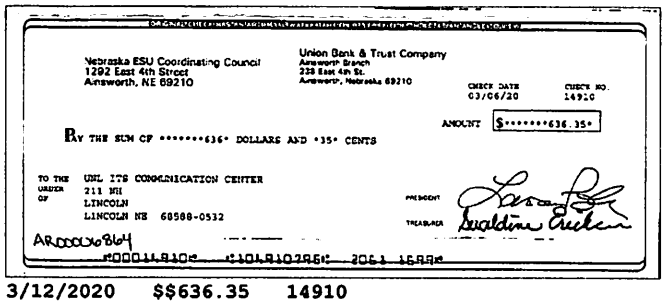
PAY THE SUM OF ******2373* DOLLARS AND *00* CENTS

TO THE ORDER OF KSB SCHOOL LAW
301 S. 13TH STREET
SUITE 210
LINCOLN NE 68128

PRESIDENT
TREASURER

⑈000014909⑈ ⑆104910795⑆ 2061116499⑈

3/16/2020 $$2,373.00 14909


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14910
AMOUNT $*******636.35*

PAY THE SUM OF *******636* DOLLARS AND *35* CENTS

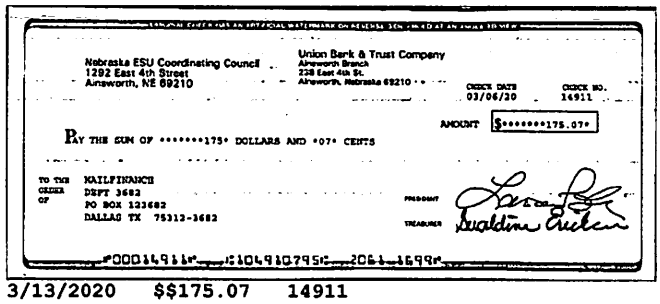
TO THE ORDER OF UNL ITS COMMUNICATION CENTER
211 NH
LINCOLN
LINCOLN NE 68588-0532

AR0000368G4

PRESIDENT
TREASURER

⑈000014910⑈ ⑆104910795⑆ 2061116499⑈

3/12/2020 $$636.35 14910


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14911
AMOUNT $*******175.07*

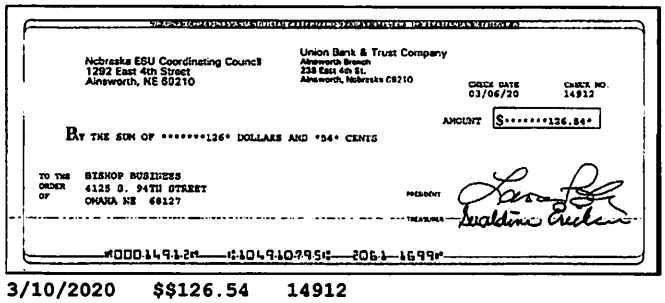
PAY THE SUM OF *******175* DOLLARS AND *07* CENTS

TO THE ORDER OF MAILFINANCE
DEPT 3682
PO BOX 123682
DALLAS TX 75312-3682

PRESIDENT
TREASURER

⑈000014911⑈ ⑆104910795⑆ 2061116499⑈

3/13/2020 $$175.07 14911


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14912
AMOUNT $******126.54*

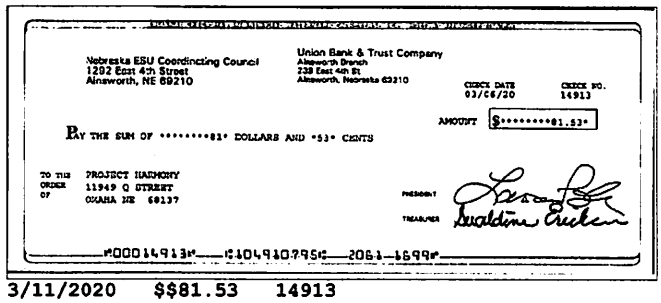
PAY THE SUM OF ******126* DOLLARS AND *54* CENTS

TO THE ORDER OF BISHOP BUSINESS
4125 S. 94TH STREET
OMAHA NE 68127

PRESIDENT
TREASURER

⑈000014912⑈ ⑆104910795⑆ 2061116499⑈

3/10/2020 $$126.54 14912


Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14913
AMOUNT $********81.53*

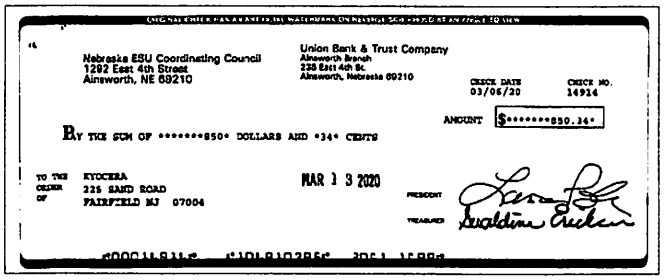
PAY THE SUM OF ********81* DOLLARS AND *53* CENTS

TO THE ORDER OF PROJECT HARMONY
11949 Q STREET
OMAHA NE 68137

PRESIDENT
TREASURER

⑈000014913⑈ ⑆104910795⑆ 2061116499⑈

3/11/2020 $$81.53 14913


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14914

AMOUNT $*******850.34*

PAY THE SUM OF *******850* DOLLARS AND *34* CENTS

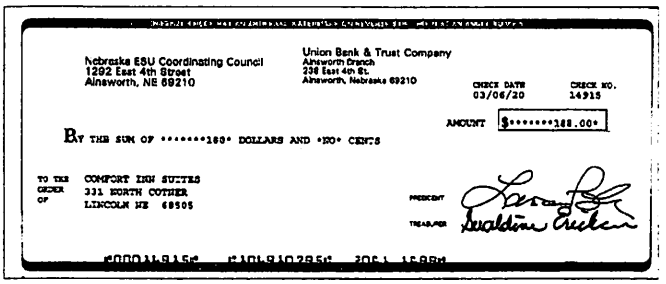
TO THE ORDER OF
KYOCERA
225 SAND ROAD
FAIRFIELD NJ 07004

MAR 1 3 2020

PRESIDENT
TREASURER

⑈000 14914⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$850.34 14914


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14915

AMOUNT $*******188.00*

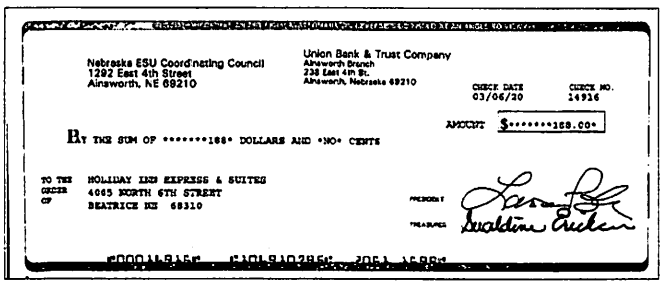
PAY THE SUM OF *******188* DOLLARS AND *00* CENTS

TO THE ORDER OF
COMFORT INN SUITES
331 NORTH COTNER
LINCOLN NE 68505

PRESIDENT
TREASURER

⑈000 14915⑈ ⑆101910795⑆ 2061 1699⑈

3/20/2020 $$188.00 14915


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14916

AMOUNT $*******188.00*

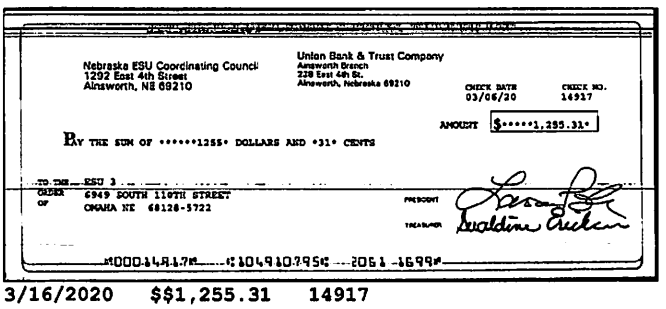
PAY THE SUM OF *******188* DOLLARS AND *00* CENTS

TO THE ORDER OF
HOLIDAY INN EXPRESS & SUITES
4065 NORTH 6TH STREET
BEATRICE NE 68310

PRESIDENT
TREASURER

⑈000 14916⑈ ⑆101910795⑆ 2061 1699⑈

3/12/2020 $$188.00 14916


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14917

AMOUNT $******1,255.31*

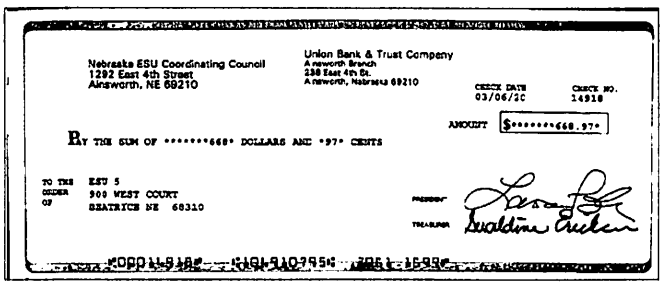
PAY THE SUM OF ******1255* DOLLARS AND *31* CENTS

TO THE ORDER OF
ESU 3
6949 SOUTH 110TH STREET
OMAHA NE 68128-5722

PRESIDENT
TREASURER

⑈000 14917⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$1,255.31 14917


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14918

AMOUNT $*******668.97*

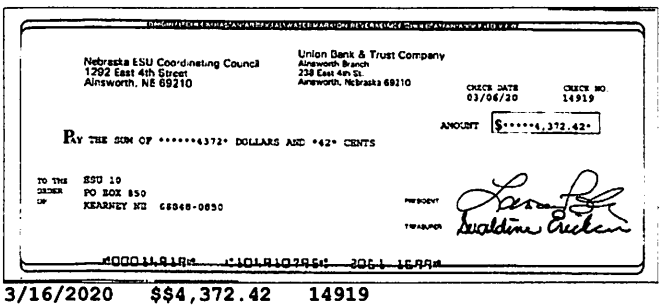
PAY THE SUM OF *******668* DOLLARS AND *97* CENTS

TO THE ORDER OF
ESU 5
909 WEST COURT
BEATRICE NE 68310

PRESIDENT
TREASURER

⑈000 14918⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$668.97 14918


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14919

AMOUNT $******4,372.42*

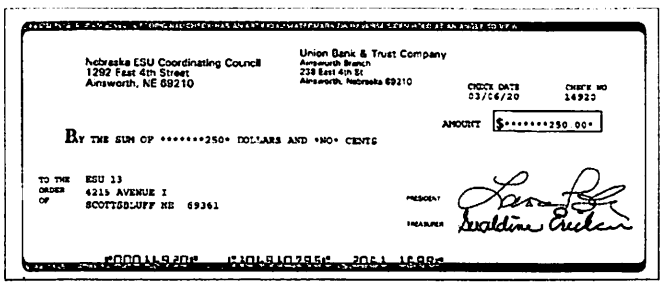
PAY THE SUM OF ******4372* DOLLARS AND *42* CENTS

TO THE ORDER OF
ESU 10
PO BOX 850
KEARNEY NE 68848-0850

PRESIDENT
TREASURER

⑈000 14919⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$4,372.42 14919


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14920

AMOUNT $*******250.00*

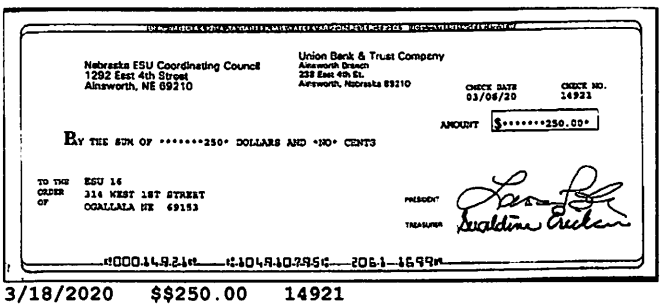
PAY THE SUM OF *******250* DOLLARS AND *00* CENTS

TO THE ORDER OF
ESU 13
4215 AVENUE I
SCOTTSBLUFF NE 69361

PRESIDENT
TREASURER

⑈000 14920⑈ ⑆101910795⑆ 2061 1699⑈

3/11/2020 $$250.00 14920


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14921

AMOUNT $*******250.00*

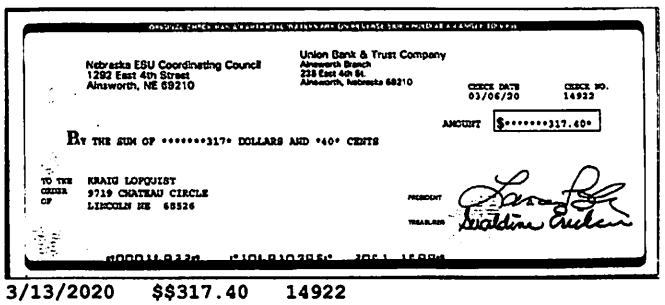
PAY THE SUM OF *******250* DOLLARS AND *00* CENTS

TO THE ORDER OF
ESU 16
316 WEST 1ST STREET
OGALLALA NE 69153

PRESIDENT
TREASURER

⑈000 14921⑈ ⑆101910795⑆ 2061 1699⑈

3/18/2020 $$250.00 14921


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14922

AMOUNT $*******317.40*

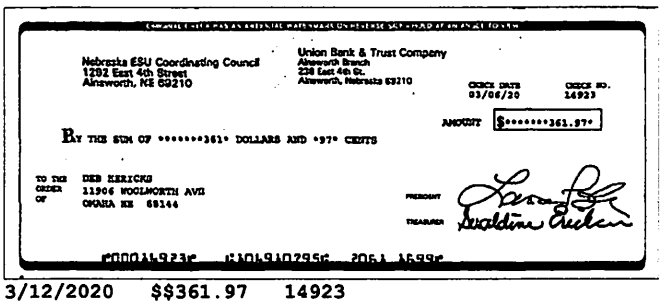
PAY THE SUM OF *******317* DOLLARS AND *40* CENTS

TO THE ORDER OF
KRAIG LOFQUIST
9719 CHATEAU CIRCLE
LINCOLN NE 68526

PRESIDENT
TREASURER

⑈000 14922⑈ ⑆101910795⑆ 2061 1699⑈

3/13/2020 $$317.40 14922


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14923

AMOUNT $*******361.97*

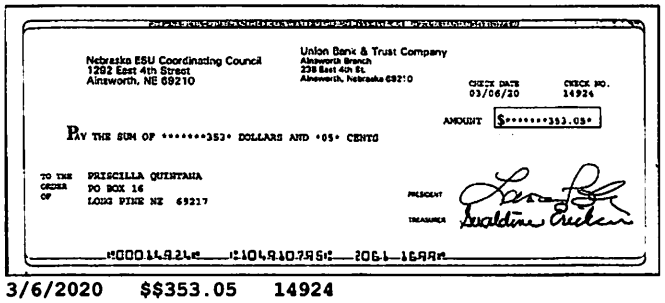
PAY THE SUM OF *******361* DOLLARS AND *97* CENTS

TO THE ORDER OF
DEB KERICKS
11906 WOOLWORTH AVE
OMAHA NE 68144

PRESIDENT
TREASURER

⑈000 14923⑈ ⑆101910795⑆ 2061 1699⑈

3/12/2020 $$361.97 14923


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14924

AMOUNT $*******353.05*

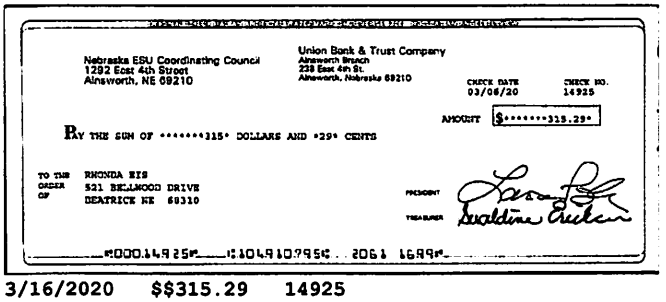
PAY THE SUM OF *******353* DOLLARS AND *05* CENTS

TO THE ORDER OF
PRISCILLA QUINTANA
PO BOX 16
LONG PINE NE 69217

PRESIDENT
TREASURER

⑈000 14924⑈ ⑆101910795⑆ 2061 1699⑈

3/6/2020 $$353.05 14924


Nebraska ESU Coordinating Council
1292 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14925

AMOUNT $*******315.29*

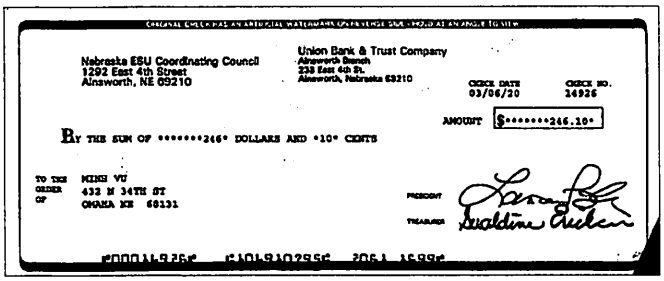
PAY THE SUM OF *******315* DOLLARS AND *29* CENTS

TO THE ORDER OF
RHONDA RIS
521 BELLWOOD DRIVE
BEATRICE NE 68310

PRESIDENT
TREASURER

⑈000 14925⑈ ⑆101910795⑆ 2061 1699⑈

3/16/2020 $$315.29 14925



Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14926

AMOUNT $*******246.10*

By the sum of *******246* DOLLARS AND *10* CENTS

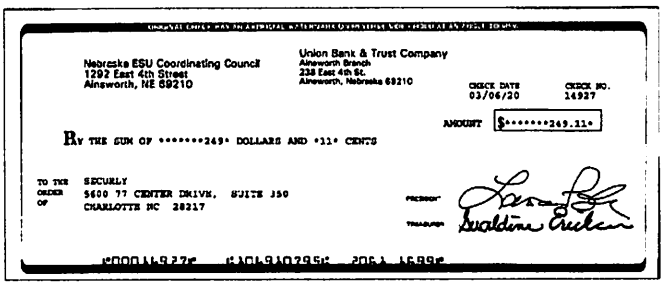
TO THE ORDER OF MIKE VU
432 N 34TH ST
OMAHA NE 68131

PRESIDENT

TREASURER

⑈000114926⑈ ⑆104910295⑆ 2061 1699⑈

3/13/2020 $$246.10 14926



Nebraska ESU Coordinating Council
1202 East 4th Street
Ainsworth, NE 69210

Union Bank & Trust Company
Ainsworth Branch
238 East 4th St.
Ainsworth, Nebraska 69210

CHECK DATE 03/06/20 CHECK NO. 14927

AMOUNT $*******249.11*

By the sum of *******249* DOLLARS AND *11* CENTS

TO THE ORDER OF SECURLY
5600 77 CENTER DRIVE, SUITE 350
CHARLOTTE NC 28217

PRESIDENT

TREASURER

⑈000114927⑈ ⑆104910295⑆ 2061 1699⑈

3/16/2020 $$249.11 14927

UBT
Union Bank & Trust


Account Number: 2531673001
Statement Date: 03/31/2020

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING

NON FEDERALLY INSURED STFIT ACCOUNT 2531673001

| DESCRIPTION | DEBITS | CREDITS | DATE | BALANCE |
|---|---|---|---|---|
| YIELD FOR 03/16/20 AT 1.2400 | | .00 | 03/17/20 | 1617,459.28 |
| YIELD FOR 03/17/20 AT .9900 | | .00 | 03/18/20 | 1617,459.28 |
| TRANSFER FROM BASIC BUSINESS ACCOUNT 20611699 | | 2,000.00 | 03/19/20 | 1619,459.28 |
| YIELD FOR 03/18/20 AT .9900 | | .00 | 03/19/20 | 1619,459.28 |
| YIELD FOR 03/19/20 AT .9900 | | .00 | 03/20/20 | 1619,459.28 |
| TRANSFER FROM BASIC BUSINESS ACCOUNT 20611699 | | 35,000.00 | 03/23/20 | 1654,459.28 |
| YIELD FOR 03/20/20 AT .9900 | | .00 | 03/23/20 | 1654,459.28 |
| YIELD FOR 03/23/20 AT .9900 | | .00 | 03/24/20 | 1654,459.28 |
| YIELD FOR 03/24/20 AT .9900 | | .00 | 03/25/20 | 1654,459.28 |
| YIELD FOR 03/25/20 AT .9900 | | .00 | 03/26/20 | 1654,459.28 |
| YIELD FOR 03/26/20 AT .9900 | | .00 | 03/27/20 | 1654,459.28 |
| YIELD FOR 03/27/20 AT .9900 | | .00 | 03/30/20 | 1654,459.28 |
| YIELD FOR 03/30/20 AT .9900 | | .00 | 03/31/20 | 1654,459.28 |
| INTEREST | | 1,674.70 | 03/31/20 | 1656,133.98 |
| BALANCE THIS STATEMENT ..... | | | 03/31/20 | 1656,133.98 |

| | | |
|---|---|---|
| TOTAL CREDITS | (27) | 73,674.70 |
| TOTAL DEBITS | (3) | 100,000.00 |

- - - - - - - - - - I N T E R E S T - - - - - - - - - -

| | | | |
|---|---|---|---|
| AVERAGE LEDGER BALANCE: | 1,645,271.78 | INTEREST EARNED: | 1,674.70 |
| AVERAGE AVAILABLE BALANCE: | 1,645,271.78 | DAYS IN PERIOD: | 32 |
| INTEREST PAID THIS PERIOD: | 1,674.70 | ANNUAL PERCENTAGE YIELD EARNED: | 1.17% |
| INTEREST PAID 2020: | 4,133.98 | | |

UBT Union Bank & Trust

P.O. Box 82535 · Lincoln, NE 68501-2535 · ubt.com · Member FDIC

Account Number: 2531673001
Statement Date: 03/31/2020

6310 0100 OO RP 01 04012020 NNNNNN 01 008100 0020

NEBRASKA EDUCATIONAL SERVICE
UNIT COORDINATING COUNCIL
DBA COOPERATIVE PURCHASING
1292 E 4TH ST
AINSWORTH NE 69210-1225

04-06-2020 RCVD

Union Bank & Trust
PO Box 82535
Lincoln, NE 68501

TELEPHONE:402-323-1828

Phone numbers for account transfers:
Lincoln - 323-1600 Outside of Lincoln 888-307-8348

| STREET ADDRESS | MAILING ADDRESS |
|---|---|
| 6811 S 27th St | PO Box 82529 |
| Lincoln NE 68512 | Lincoln NE 68501 |

NON FEDERALLY INSURED STFIT ACCOUNT 2531673001

| DESCRIPTION | DEBITS | CREDITS | DATE | BALANCE |
|---|---|---|---|---|
| BALANCE LAST STATEMENT ..... | | | 02/28/20 | 1682,459.28 |
| YIELD FOR 02/28/20 AT 1.4910 | | .00 | 03/02/20 | 1682,459.28 |
| YIELD FOR 03/02/20 AT 1.3280 | | .00 | 03/03/20 | 1682,459.28 |
| TRANSFER FROM BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | | 11,000.00 | 03/04/20 | 1693,459.28 |
| YIELD FOR 03/03/20 AT 1.3500 | | .00 | 03/04/20 | 1693,459.28 |
| YIELD FOR 03/04/20 AT .9830 | | .00 | 03/05/20 | 1693,459.28 |
| YIELD FOR 03/05/20 AT 1.2900 | | .00 | 03/06/20 | 1693,459.28 |
| TRANSFER TO BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | 3,000.00 | | 03/09/20 | 1690,459.28 |
| YIELD FOR 03/06/20 AT 1.2900 | | .00 | 03/09/20 | 1690,459.28 |
| TRANSFER TO BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | 95,000.00 | | 03/10/20 | 1595,459.28 |
| YIELD FOR 03/09/20 AT 1.2900 | | .00 | 03/10/20 | 1595,459.28 |
| YIELD FOR 03/10/20 AT 1.2400 | | .00 | 03/11/20 | 1595,459.28 |
| TRANSFER TO BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | 2,000.00 | | 03/12/20 | 1593,459.28 |
| YIELD FOR 03/11/20 AT 1.2400 | | .00 | 03/12/20 | 1593,459.28 |
| YIELD FOR 03/12/20 AT 1.2400 | | .00 | 03/13/20 | 1593,459.28 |
| YIELD FOR 03/13/20 AT 1.2400 | | .00 | 03/16/20 | 1593,459.28 |
| TRANSFER FROM BASIC BUSINESS ACCOUNT 20611699 | | | | |
| | | 24,000.00 | 03/17/20 | 1617,459.28 |

EQUAL HOUSING LENDER

* * * CONTINUED * * *

## THIS FORM IS PROVIDED TO HELP YOU BALANCE YOUR STATEMENT

WITHDRAWALS OUTSTANDING - NOT CHARGED TO ACCOUNT

| NO. | $ | |
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| | | |
| TOTAL | $ | |

### BEFORE YOU START

PLEASE BE SURE YOU HAVE ENTERED IN YOUR REGISTER ALL AUTOMATIC TRANSACTIONS SHOWN ON THE FRONT OF YOUR STATEMENT.

YOU SHOULD HAVE ADDED
IF ANY OCCURRED:
1. Loan advances.
2. Credit memos.
3. Other automatic deposits.
4. Interest paid.

YOU SHOULD HAVE SUBTRACTED
IF ANY OCCURRED:
1. Automatic loan payments.
2. Automatic savings transfers.
3. Service charges.
4. Debit memos.
5. Other automatic deductions and payments.

BALANCE SHOWN ON THIS STATEMENT $_____

ADD

DEPOSITS NOT SHOWN ON THIS STATEMENT (IF ANY) $_____

_____

_____

TOTAL $_____

SUBTRACT -

WITHDRAWALS OUTSTANDING $_____

BALANCE $_____

SHOULD AGREE WITH YOUR REGISTER BALANCE AFTER DEDUCTING SERVICE CHARGE (IF ANY) SHOWN ON THIS STATEMENT.

Please examine immediately and report if incorrect. If no reply is received within sixty (60) days the account will be considered correct.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone or write us at the telephone number or address located on the front of this statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

1) Tell us your name and account number (if any).
2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3) Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

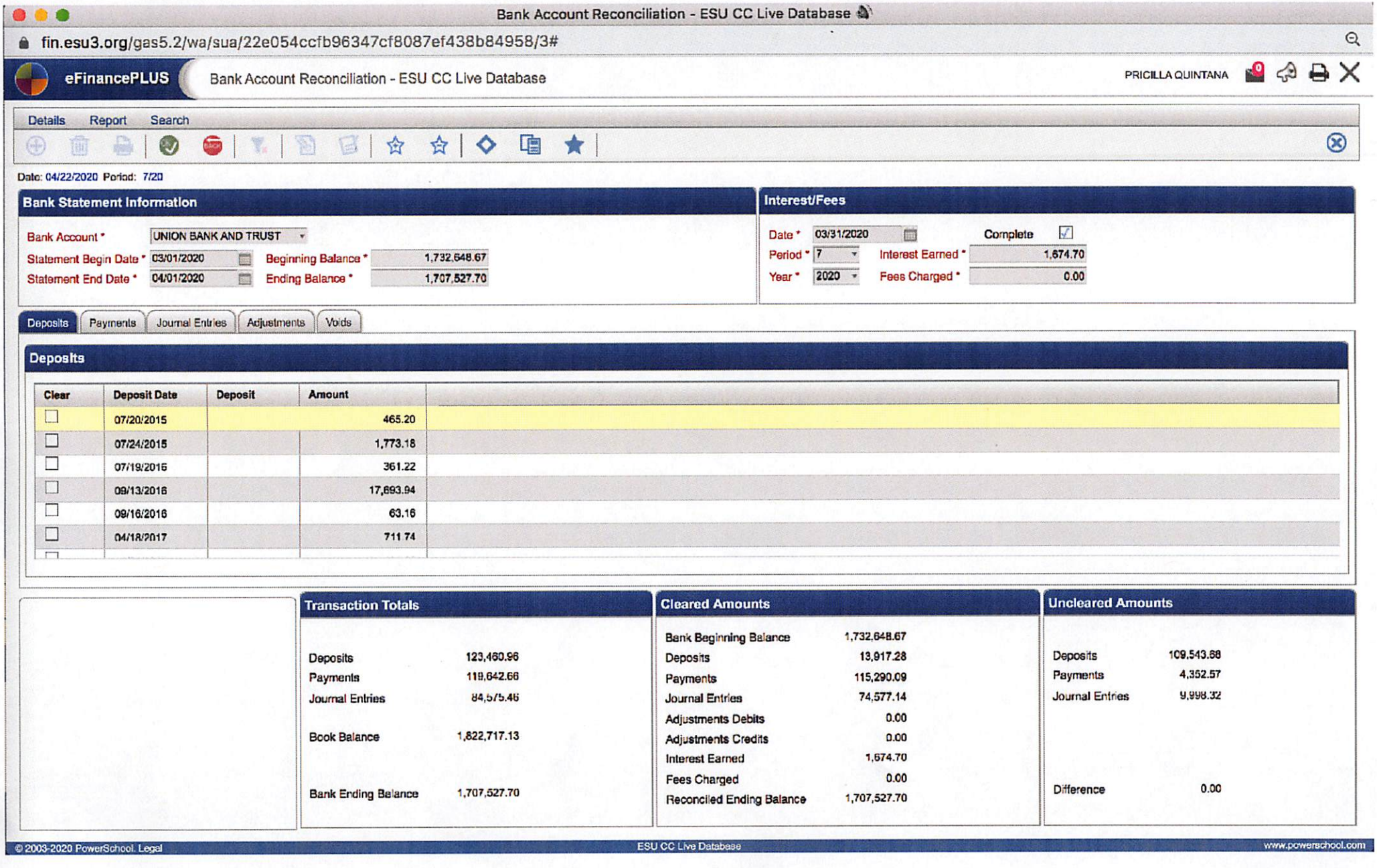
We will tell you the result within three business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

March 2020 Bank Reconciliation:

| | | |
|---|---|---|
| Beginning Bank Balance: | | $1,732,648.67 |
| Cleared Deposits/Cash Receipts: | $ | 88,494.42 |
| Deposits | $ 13,917.28 | |
| Journal Entries | $ 74,577.14 | |
| Interest Earned: | $ | 1,674.70 |
| Cleared Checks/Payments: | $ | 115,290.09 |
| Payments Cleared | $ 115,290.09 | |
| Ending Bank Balance: | | $1,707,527.70 |

*Reconciliation Completed By:* _____ 4/23/20

*Reconcilation Reviewed By:* _____


Bank Account Reconciliation - ESU CC Live Database
fin.esu3.org/gas5.2/wa/sua/22e054ccfb96347cf8087ef438b84958/3#
eFinancePLUS
Bank Account Reconciliation - ESU CC Live Database
PRICILLA QUINTANA
Details
Report
Search
Date: 04/22/2020 Period: 7/20
Bank Statement Information
Bank Account * UNION BANK AND TRUST
Statement Begin Date * 03/01/2020
Beginning Balance * 1,732,648.67
Statement End Date * 04/01/2020
Ending Balance * 1,707,527.70
Interest/Fees
Date * 03/31/2020
Complete
Period * 7
Interest Earned * 1,674.70
Year * 2020
Fees Charged * 0.00
Deposits
Payments
Journal Entries
Adjustments
Voids
Deposits
Clear
Deposit Date
Deposit
Amount
07/20/2015 465.20
07/24/2015 1,773.18
07/19/2016 361.22
09/13/2016 17,693.94
09/16/2016 63.16
04/18/2017 711.74
Transaction Totals
Deposits 123,460.96
Payments 119,642.66
Journal Entries 84,575.46
Book Balance 1,822,717.13
Bank Ending Balance 1,707,527.70
Cleared Amounts
Bank Beginning Balance 1,732,648.67
Deposits 13,917.28
Payments 115,290.09
Journal Entries 74,577.14
Adjustments Debits 0.00
Adjustments Credits 0.00
Interest Earned 1,674.70
Fees Charged 0.00
Reconciled Ending Balance 1,707,527.70
Uncleared Amounts
Deposits 109,543.68
Payments 4,352.57
Journal Entries 9,998.32
Difference 0.00
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ESU CC Live Database
www.powerschool.com

ESU COORDINATING COUNCIL
BANK ACCOUNT RECONCILIATION REPORT
DEPOSITS LIST

BANK ACCOUNT: UNION BANK AND TRUST

STATEMENT BEGIN DATE: 03/01/2020 BEGINNING BALANCE: 1,732,648.67 INTEREST EARNED: 1,674.70
STATEMENT END DATE: 04/01/2020 ENDING BALANCE: 1,707,527.70 FEES CHARGED: 0.00

| CLEARED | DATE | RECEIPT | AMOUNT | DESCRIPTION | CONTROL NUMBER |
|---|---|---|---|---|---|
| DEPOSIT: BLANK | | 07/20/2015 | | | |
| N | 08/25/2015 | | 232.60 | COOP SYSCO ADMIN FEES | 072015PQ |
| N | 08/25/2015 | | 232.60 | COOP SYSCO ADMIN FEES | 072015PQ |
| N | 08/25/2015 | | 886.59 | COOP SYSCO ADMIN FEES | 072415PQ |
| N | 08/25/2015 | | 886.59 | COOP SYSCO ADMIN FEES | 072415PQ |
| N | 08/16/2016 | | 180.61 | COOP | 071916PQ |
| N | 08/16/2016 | | 180.61 | COOP | 071916PQ |
| N | 10/03/2016 | | 8,846.97 | COOP SYSCO ADMIN FEE | 091316PQ |
| N | 10/03/2016 | | 8,846.97 | COOP SYSCO ADMIN FEE | 091316PQ |
| N | 10/03/2016 | | 31.58 | COOP SYSCO ADMIN FEE | 091616PQ |
| N | 10/03/2016 | | 31.58 | COOP SYSCO ADMIN FEE | 091616PQ |
| N | 05/04/2017 | | 355.87 | COOP SYSCO ADMIN FEE | 041817PQ |
| N | 05/04/2017 | | 355.87 | COOP SYSCO ADMIN FEE | 041817PQ |
| N | 05/04/2017 | | 12,217.50 | COOP SYSCO ADMIN FEE | 042117PQ |
| N | 05/04/2017 | | 12,217.50 | COOP SYSCO ADMIN FEE | 042117PQ |
| N | 10/04/2018 | | 177.20 | COOP SYSCO ADMIN FEE | 100418PQ |
| N | 10/04/2018 | | 1,362.44 | COOP VOSS LIGHTING ADMIN | 100418PQ |
| N | 10/04/2018 | | 177.20 | COOP SYSCO ADMIN FEE | 100418PQ |
| N | 10/04/2018 | | 1,362.44 | COOP VOSS LIGHTING ADMIN | 100418PQ |
| N | 10/11/2018 | | 2,043.18 | COOP INTERLINE ADMIN FEE | 101118PQ |
| N | 10/11/2018 | | 2,043.18 | COOP INTERLINE ADMIN FEE | 101118PQ |
| N | 10/12/2018 | | 1,555.17 | COOP SYSCO ADMIN FEE | 100918PQ |
| N | 10/12/2018 | | 1,555.17 | COOP SYSCO ADMIN FEE | 100918PQ |
| N | 10/16/2018 | | 46.88 | COOP INSIGHT ADMIN FEE | 101518PQ |
| N | 10/16/2018 | | 51.66 | COOP MIDWEST SHOP ADM FEE | 101518PQ |
| N | 10/16/2018 | | 608.51 | COOP NATIONAL BUS FURNITU | 101518PQ |
| N | 10/16/2018 | | 46.88 | COOP INSIGHT ADMIN FEE | 101518PQ |
| N | 10/16/2018 | | 51.66 | COOP MIDWEST SHOP ADM FEE | 101518PQ |
| N | 10/16/2018 | | 608.51 | COOP NATIONAL BUS FURNITU | 101518PQ |
| N | 10/23/2018 | | 1.85 | COOP ETA HAND2MIND ADM FE | 102218PQ |
| N | 10/23/2018 | | 100.32 | COOP MACKIN ADMIN FEE | 102218PQ |
| N | 10/23/2018 | | 5.50 | COOP PARTAC ADMIN FEE | 102218PQ |
| N | 10/23/2018 | | 20.00 | CRISIS TRAINING, J PALMER | 102218PQ |
| N | 10/23/2018 | | 1.85 | COOP ETA HAND2MIND ADM FE | 102218PQ |
| N | 10/23/2018 | | 100.32 | COOP MACKIN ADMIN FEE | 102218PQ |
| N | 10/23/2018 | | 5.50 | COOP PARTAC ADMIN FEE | 102218PQ |
| N | 10/23/2018 | | 20.00 | CRISIS TRAINING, J PALMER | 102218PQ |
| N | 10/24/2018 | | 6,951.75 | COOP SCHOOL SPECIALTY | 102418PQ |
| N | 10/24/2018 | | 6,951.75 | COOP SCHOOL SPECIALTY | 102418PQ |
| N | 10/31/2018 | | 13,996.49 | COOP SYSCO ADMIN FEE | 102318PQ |
| N | 10/31/2018 | | 13,996.49 | COOP SYSCO ADMIN FEE | 102318PQ |
| N | 10/31/2018 | | 1,742.18 | COOP DUDE SOLUTIONS ADM F | 102618PQ |
| N | 10/31/2018 | | 1,742.18 | COOP DUDE SOLUTIONS ADM F | 102618PQ |
| N | 10/31/2018 | | 70.00 | COOP SCHOOLOGY ADMIN FEE | 102918PQ |
| N | 10/31/2018 | | 70.00 | COOP SCHOOLOGY ADMIN FEE | 102918PQ |
| N | 06/27/2019 | | 3,286.99 | COOP JOURNEY ED ADM FEE | 051019PQ |
| N | 06/27/2019 | | 3,286.99 | COOP JOURNEY ED ADM FEE | 051019PQ |
| Y | 03/06/2020 | | 270.19 | COOP DUDE SOLUTION ADM FE | 030420PQ |
| Y | 03/06/2020 | | 17.27 | COOP SCHOOL HEALTH ADM FE | 030420PQ |
| Y | 03/06/2020 | | 68.25 | COOP POWERSCHOOL ADM FEE | 030620PQ |
| Y | 03/12/2020 | | 11,184.23 | COOP SYSCO ADMIN FEE | 030320PQ |
| Y | 03/12/2020 | | 231.51 | COOP SYSCO ADMIN FEE | 031120PQ |

ESU COORDINATING COUNCIL
BANK ACCOUNT RECONCILIATION REPORT
DEPOSITS LIST



BANK ACCOUNT: UNION BANK AND TRUST

STATEMENT BEGIN DATE: 03/01/2020 BEGINNING BALANCE: 1,732,648.67 INTEREST EARNED: 1,674.70
STATEMENT END DATE: 04/01/2020 ENDING BALANCE: 1,707,527.70 FEES CHARGED: 0.00

| CLEARED | DATE | RECEIPT | AMOUNT | DESCRIPTION | CONTROL NUMBER |
|---|---|---|---|---|---|
| Y | 03/18/2020 | | 1,724.09 | COOP HOME DEPOT ADM FEE | 031820PQ |
| Y | 03/18/2020 | | 285.00 | COOP MOVIE LIC RAYMOND | 031820PQ |
| Y | 03/30/2020 | | 136.74 | COOP STATE INDUST ADM FEE | 033020PQ |
| DEPOSIT: BLANK | | 03/30/2020 | 123,460.96 | | |

| | |
|---|---|
| TOTAL DEPOSITS | 123,460.96 |
| TOTAL CLEARED DEPOSITS | 13,917.28 |
| TOTAL UNCLEARED DEPOSITS | 109,543.68 |

ESU COORDINATING COUNCIL
BANK ACCOUNT RECONCILIATION REPORT
PAYMENTS LIST

BANK ACCOUNT: UNION BANK AND TRUST

STATEMENT BEGIN DATE: 03/01/2020
STATEMENT END DATE: 04/01/2020

BEGINNING BALANCE: 1,732,648.67
ENDING BALANCE: 1,707,527.70

INTEREST EARNED: 1,674.70
FEES CHARGED: 0.00

| CLEARED | CHECK DATE | CHECK NUMBER | AMOUNT | CHECK TYPE | CLEAR DATE | VENDOR | VENDOR NAME |
|---|---|---|---|---|---|---|---|
| N | 07/10/2019 | 14666 | 2,145.93 | MANUAL | | 1057 | ESU 3 |
| N | 07/10/2019 | 14675 | 94.00 | MANUAL | | 1462 | HOLIDAY INN EXPRESS - CHADRON |
| N | 08/28/2019 | 14778 | 351.48 | MANUAL | | 1111 | WADE FRUHLING |
| N | 10/03/2019 | 14794 | 156.18 | MANUAL | | 1339 | NEBRASKA NOTARY ASSOCIATION |
| N | 10/03/2019 | 14809 | 61.48 | MANUAL | | 1086 | SCOTT ISAACSON |
| N | 12/19/2019 | 14886 | 1,543.50 | MANUAL | | 1442 | SECURLY |
| Y | 03/06/2020 | 14908 | 98,695.71 | MANUAL | 04/01/2020 | 1064 | ESU 17 |
| Y | 03/06/2020 | 14909 | 2,373.00 | MANUAL | 04/01/2020 | 1247 | KSB SCHOOL LAW |
| Y | 03/06/2020 | 14910 | 636.35 | MANUAL | 04/01/2020 | 1431 | UNL ITS COMMUNICATION CENTER |
| Y | 03/06/2020 | 14911 | 175.07 | MANUAL | 04/01/2020 | 1196 | MAILFINANCE |
| Y | 03/06/2020 | 14912 | 126.54 | MANUAL | 04/01/2020 | 1050 | BISHOP BUSINESS |
| Y | 03/06/2020 | 14913 | 81.53 | MANUAL | 04/01/2020 | 1515 | PROJECT HARMONY |
| Y | 03/06/2020 | 14914 | 850.34 | MANUAL | 04/01/2020 | 1514 | KYOCERA |
| Y | 03/06/2020 | 14915 | 188.00 | MANUAL | 04/01/2020 | 1387 | COMFORT INN SUITES |
| Y | 03/06/2020 | 14916 | 188.00 | MANUAL | 04/01/2020 | 1395 | HOLIDAY INN EXPRESS & SUITES |
| Y | 03/06/2020 | 14917 | 1,255.31 | MANUAL | 04/01/2020 | 1057 | ESU 3 |
| Y | 03/06/2020 | 14918 | 668.97 | MANUAL | 04/01/2020 | 1150 | ESU 5 |
| Y | 03/06/2020 | 14919 | 4,372.42 | MANUAL | 04/01/2020 | 1067 | ESU 10 |
| Y | 03/06/2020 | 14920 | 250.00 | MANUAL | 04/01/2020 | 1068 | ESU 13 |
| Y | 03/06/2020 | 14921 | 250.00 | MANUAL | 04/01/2020 | 1104 | ESU 16 |
| Y | 03/06/2020 | 14922 | 317.40 | MANUAL | 04/01/2020 | 1503 | KRAIG LOFQUIST |
| Y | 03/06/2020 | 14923 | 361.97 | MANUAL | 04/01/2020 | 1061 | DEB HERICKS |
| Y | 03/06/2020 | 14924 | 353.05 | MANUAL | 04/01/2020 | 1076 | PRISCILLA QUINTANA |
| Y | 03/06/2020 | 14925 | 315.29 | MANUAL | 04/01/2020 | 1087 | RHONDA EIS |
| Y | 03/06/2020 | 14926 | 246.10 | MANUAL | 04/01/2020 | 1513 | MINH VU |
| Y | 03/06/2020 | 14927 | 249.11 | MANUAL | 04/01/2020 | 1442 | SECURLY |
| Y | 03/06/2020 | EFT00127 | 3,335.93 | MANUAL | 04/01/2020 | 1039 | UNION BANK & TRUST COMPANY |

| | |
|---|---|
| TOTAL PAYMENTS | 119,642.66 |
| TOTAL CLEARED PAYMENTS | 115,290.09 |
| TOTAL UNCLEARED PAYMENTS | 4,352.57 |

ESU COORDINATING COUNCIL
BANK ACCOUNT RECONCILIATION REPORT
JOURNAL ENTRIES LIST

BANK ACCOUNT: UNION BANK AND TRUST

STATEMENT BEGIN DATE: 03/01/2020
STATEMENT END DATE: 04/01/2020

BEGINNING BALANCE: 1,732,648.67
ENDING BALANCE: 1,707,527.70

INTEREST EARNED: 1,674.70
FEES CHARGED: 0.00

| CLEARED | DATE | JE NUMBER | AMOUNT | DESCRIPTION | CONTROL NO | JE DESCRIPTION |
|---|---|---|---|---|---|---|
| N | 08/25/2015 | BANKREC | 11.17 | RECONCILIATION INTEREST | 20150731 | |
| N | 04/30/2016 | BANKREC | 92.84 | RECONCILIATION INTEREST | 20160430 | |
| N | 08/16/2016 | BANKREC | 156.42 | RECONCILIATION INTEREST | 20160731 | |
| N | 09/02/2016 | BANKREC | 122.29 | RECONCILIATION INTEREST | 20160831 | |
| N | 10/03/2016 | BANKREC | 145.94 | RECONCILIATION INTEREST | 20160930 | |
| N | 12/02/2016 | BANKREC | 189.30 | RECONCILIATION INTEREST | 20161130 | |
| N | 05/04/2017 | BANKREC | 344.59 | RECONCILIATION INTEREST | 20170430 | |
| N | 10/31/2018 | BANKREC | 2,301.12 | RECONCILIATION INTEREST | 20181031 | |
| N | 03/12/2019 | BANKREC | 2,420.30 | RECONCILIATION INTEREST | 20190228 | |
| N | 06/27/2019 | BANKREC | 2,004.74 | RECONCILIATION INTEREST | 20190531 | |
| N | 08/26/2019 | BANKREC | 2,209.61 | RECONCILIATION INTEREST | 20190731 | |
| Y | 03/10/2020 | 61 | 4,000.06 | RECEIVABLE-RC- 031020PQ | 031020PQ | |
| Y | 03/18/2020 | 62 | 34,097.04 | RECEIVABLE-RC- 031620PQ | 031620PQ | |
| Y | 03/18/2020 | 63 | 280.00 | RECEIVABLE-RC- 031620PQ | 031620PQ | |
| Y | 03/20/2020 | 64 | 34,986.82 | RECEIVABLE-RC- 032020PQ | 032020PQ | |
| Y | 03/23/2020 | 65 | 166.05 | RECEIVABLE-RC- 032320PQ | 032320PQ | |
| Y | 03/26/2020 | 66 | 4.58 | RECEIVABLE-RC- 032620PQ | 032620PQ | |
| Y | 03/30/2020 | 67 | 42.59 | RECEIVABLE-RC- 033020PQ | 033020PQ | |
| Y | 04/01/2020 | 68 | 1,000.00 | RECEIVABLE-RC- 033120PQ | 033120PQ | |

| | |
|---|---|
| TOTAL JOURNAL ENTRIES | 84,575.46 |
| TOTAL CLEARED JOURNAL ENTRIES | 74,577.14 |
| TOTAL UNCLEARED JOURNAL ENTRIES | 9,998.32 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| ORG UNIT - 01202250510 - PDO NOC PROF DEV | | | | | | | |
| 20330 | PROF DEV | 21,000.00 | -535.50 | .00 | 16,164.50 | 4,835.50 | 76.97 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 3,050.00 | .00 | .00 | 593.87 | 2,456.13 | 19.47 |
| 20640 | PERIODICALS/BOOKS | 6,000.00 | .00 | .00 | .00 | 6,000.00 | .00 |
| TOTAL | PDO NOC PROF DEV | 30,050.00 | -535.50 | .00 | 16,758.37 | 13,291.63 | 55.77 |
| ORG UNIT - 01202250520 - PDO SDA PRO DEV | | | | | | | |
| 20330 | PROF DEV | 14,480.00 | .00 | .00 | 15,371.70 | -891.70 | 106.16 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 8,600.00 | 561.82 | .00 | 2,806.82 | 5,793.18 | 32.64 |
| 20640 | PERIODICALS/BOOKS | 750.00 | .00 | .00 | 750.00 | .00 | 100.00 |
| TOTAL | PDO SDA PRO DEV | 23,830.00 | 561.82 | .00 | 18,928.52 | 4,901.48 | 79.43 |
| ORG UNIT - 01202250530 - PDO ESPD PRO DEV | | | | | | | |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 1,000.00 | 199.71 | .00 | 199.71 | 800.29 | 19.97 |
| TOTAL | PDO ESPD PRO DEV | 1,000.00 | 199.71 | .00 | 199.71 | 800.29 | 19.97 |
| ORG UNIT - 01202250540 - PDO TLT PRO DEV | | | | | | | |
| 20330 | PROF DEV | 14,078.00 | 1,000.00 | .00 | 8,869.00 | 5,209.00 | 63.00 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 2,800.00 | 293.69 | .00 | 293.69 | 2,506.31 | 10.49 |
| TOTAL | PDO TLT PRO DEV | 16,878.00 | 1,293.69 | .00 | 9,162.69 | 7,715.31 | 54.29 |
| ORG UNIT - 01202250560 - PDO CRISIS PRO DEV | | | | | | | |
| 20320 | CONTRACTED SERVICES | 60,000.00 | .00 | .00 | 53,388.16 | 6,611.84 | 88.98 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 15,000.00 | .00 | .00 | 6,785.85 | 8,214.15 | 45.24 |
| TOTAL | PDO CRISIS PRO DEV | 75,000.00 | .00 | .00 | 60,174.01 | 14,825.99 | 80.23 |
| ORG UNIT - 01202250620 - BL DEC PRO DEV | | | | | | | |
| 20640 | PERIODICALS/BOOKS | 250.00 | .00 | .00 | .00 | 250.00 | .00 |
| TOTAL | BL DEC PRO DEV | 250.00 | .00 | .00 | .00 | 250.00 | .00 |
| ORG UNIT - 01202310100 - ADMIN BOARD EXP/DUES | | | | | | | |
| 20540 | ADVERTISING | 1,000.00 | .00 | .00 | 523.52 | 476.48 | 52.35 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20810 | DUES/FEES | 15,429.00 | .00 | .00 | 15,637.18 | -208.18 | 101.35 |
| TOTAL | ADMIN BOARD EXP/DUES | 16,429.00 | .00 | .00 | 16,160.70 | 268.30 | 98.37 |
| ORG UNIT - 01202310300 - COOP BOARD EXP/DUES | | | | | | | |
| 20540 | ADVERTISING | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .00 |
| 20810 | DUES/FEES | 2,690.00 | .00 | .00 | .00 | 2,690.00 | .00 |
| TOTAL | COOP BOARD EXP/DUES | 3,690.00 | .00 | .00 | .00 | 3,690.00 | .00 |
| ORG UNIT - 01202310620 - BL DEC BOARD EXP/DUES | | | | | | | |
| 20810 | DUES/FEES | 310.00 | .00 | .00 | .00 | 310.00 | .00 |
| TOTAL | BL DEC BOARD EXP/DUES | 310.00 | .00 | .00 | .00 | 310.00 | .00 |
| ORG UNIT - 01202320100 - ADMIN SALARY EXEC DIRECTO | | | | | | | |
| 20110 | SALARIES | 84,506.00 | 7,794.20 | .00 | 46,765.16 | 37,740.84 | 55.34 |
| 20220 | SOCIAL SECURITY | 6,465.00 | 535.58 | .00 | 3,145.94 | 3,319.06 | 48.66 |
| 20230 | RETIREMENT | 9,239.00 | 769.89 | .00 | 4,619.34 | 4,619.66 | 50.00 |
| 20270 | WORK COMP | 562.00 | 46.76 | .00 | 280.56 | 281.44 | 49.92 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20330 | PROF DEV | 400.00 | .00 | .00 | .00 | 400.00 | .00 |
| 20333 | MILEAGE | 6,000.00 | 317.40 | .00 | 2,052.49 | 3,947.51 | 34.21 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 19,915.00 | 1,983.03 | .00 | 7,960.72 | 11,954.28 | 39.97 |
| 20610 | SUPPLIES | 400.00 | 49.79 | .00 | 275.60 | 124.40 | 68.90 |
| TOTAL | ADMIN SALARY EXEC DIRECTO | 127,487.00 | 11,496.65 | .00 | 65,099.81 | 62,387.19 | 51.06 |
| ORG UNIT - 01202320300 - COOP EXEC DIR SALARY/EXP | | | | | | | |
| 20110 | SALARIES | 8,712.00 | 803.53 | .00 | 4,821.17 | 3,890.83 | 55.34 |
| 20220 | SOCIAL SECURITY | 666.00 | 55.21 | .00 | 324.30 | 341.70 | 48.69 |
| 20230 | RETIREMENT | 953.00 | 79.37 | .00 | 476.22 | 476.78 | 49.97 |
| 20270 | WORK COMP | 57.00 | 4.82 | .00 | 28.92 | 28.08 | 50.74 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| TOTAL | COOP EXEC DIR SALARY/EXP | 10,388.00 | 942.93 | .00 | 5,650.61 | 4,737.39 | 54.40 |
| ORG UNIT - 01202320400 - SRS EXEC DIR SALARIES/EXP | | | | | | | |
| 20110 | SALARIES | 9,583.00 | 883.88 | .00 | 5,303.23 | 4,279.77 | 55.34 |
| 20220 | SOCIAL SECURITY | 733.00 | 60.74 | .00 | 356.78 | 376.22 | 48.67 |
| 20230 | RETIREMENT | 1,048.00 | 87.31 | .00 | 523.86 | 524.14 | 49.99 |
| 20270 | WORK COMP | 63.00 | 5.30 | .00 | 31.80 | 31.20 | 50.48 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| TOTAL | SRS EXEC DIR SALARIES/EXP | 11,427.00 | 1,037.23 | .00 | 6,215.67 | 5,211.33 | 54.39 |
| ORG UNIT - 01202320600 - BL IMAT EXEC DIR SALARY/E | | | | | | | |
| 20110 | SALARIES | 10,454.00 | 964.24 | .00 | 5,785.38 | 4,668.62 | 55.34 |
| 20220 | SOCIAL SECURITY | 800.00 | 66.26 | .00 | 389.20 | 410.80 | 48.65 |
| 20230 | RETIREMENT | 1,143.00 | 95.24 | .00 | 571.44 | 571.56 | 49.99 |
| 20270 | WORK COMP | 69.00 | 5.79 | .00 | 34.74 | 34.26 | 50.35 |
| TOTAL | BL IMAT EXEC DIR SALARY/E | 12,466.00 | 1,131.53 | .00 | 6,780.76 | 5,685.24 | 54.39 |
| ORG UNIT - 01202320620 - BL DEC EXEC SALARY/EXP | | | | | | | |
| 20110 | SALARIES | 60,984.00 | 5,624.67 | .00 | 33,748.05 | 27,235.95 | 55.34 |
| 20220 | SOCIAL SECURITY | 4,665.00 | 386.50 | .00 | 2,270.26 | 2,394.74 | 48.67 |
| 20230 | RETIREMENT | 6,667.00 | 555.59 | .00 | 3,333.54 | 3,333.46 | 50.00 |
| 20270 | WORK COMP | 405.00 | 33.75 | .00 | 202.50 | 202.50 | 50.00 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| TOTAL | BL DEC EXEC SALARY/EXP | 72,721.00 | 6,600.51 | .00 | 39,554.35 | 33,166.65 | 54.39 |
| ORG UNIT - 01202330100 - ADMIN LEGAL/GOVT RELATION | | | | | | | |
| 20314 | GOVT RELATIONS | 28,700.00 | .00 | .00 | 14,309.66 | 14,390.34 | 49.86 |
| 20317 | LEGAL | 15,050.00 | 790.13 | .00 | 5,126.27 | 9,923.73 | 34.06 |
| TOTAL | ADMIN LEGAL/GOVT RELATION | 43,750.00 | 790.13 | .00 | 19,435.93 | 24,314.07 | 44.42 |
| ORG UNIT - 01202330300 - COOP LEGAL/GOVT RELATIONS | | | | | | | |
| 20317 | LEGAL | 15,050.00 | 727.12 | .00 | 5,077.58 | 9,972.42 | 33.74 |
| 20820 | JUDGEMENTS/SETTLEMENTS | 33,333.00 | .00 | .00 | 33,333.34 | - .34 | 100.00 |
| TOTAL | COOP LEGAL/GOVT RELATIONS | 48,383.00 | 727.12 | .00 | 38,410.92 | 9,972.08 | 79.39 |
| ORG UNIT - 01202330400 - SRS LEGAL/GOVT RELATIONS | | | | | | | |
| 20317 | LEGAL | 2,450.00 | 128.63 | .00 | 834.51 | 1,615.49 | 34.06 |
| TOTAL | SRS LEGAL/GOVT RELATIONS | 2,450.00 | 128.63 | .00 | 834.51 | 1,615.49 | 34.06 |
| ORG UNIT - 01202330500 - PDO LEGAL/GOVT RELATIONS | | | | | | | |
| 20317 | LEGAL | 1,000.00 | 535.50 | .00 | 850.50 | 149.50 | 85.05 |
| TOTAL | PDO LEGAL/GOVT RELATIONS | 1,000.00 | 535.50 | .00 | 850.50 | 149.50 | 85.05 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| ORG UNIT - 01202330600 - BL IMAT LEGAL/GOVT RELATI | | | | | | | |
| 20317 | LEGAL | 1,225.00 | 64.31 | .00 | 402.91 | 822.09 | 32.89 |
| TOTAL | BL IMAT LEGAL/GOVT RELATI | 1,225.00 | 64.31 | .00 | 402.91 | 822.09 | 32.89 |
| ORG UNIT - 01202330620 - BL DEC LEGAL/GOVT RELATIO | | | | | | | |
| 20317 | LEGAL | 1,225.00 | 64.31 | .00 | 417.26 | 807.74 | 34.06 |
| TOTAL | BL DEC LEGAL/GOVT RELATIO | 1,225.00 | 64.31 | .00 | 417.26 | 807.74 | 34.06 |
| ORG UNIT - 01202510100 - ADMIN FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 15,830.00 | 206.00 | .00 | 1,280.78 | 14,549.22 | 8.09 |
| TOTAL | ADMIN FISCAL SERVICES | 15,830.00 | 206.00 | .00 | 1,280.78 | 14,549.22 | 8.09 |
| ORG UNIT - 01202510300 - COOP FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 13,330.00 | .00 | .00 | .00 | 13,330.00 | .00 |
| TOTAL | COOP FISCAL SERVICES | 13,330.00 | .00 | .00 | .00 | 13,330.00 | .00 |
| ORG UNIT - 01202510400 - SRS FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 2,170.00 | .00 | .00 | .00 | 2,170.00 | .00 |
| TOTAL | SRS FISCAL SERVICES | 2,170.00 | .00 | .00 | .00 | 2,170.00 | .00 |
| ORG UNIT - 01202510600 - BL IMAT FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 1,085.00 | .00 | .00 | .00 | 1,085.00 | .00 |
| TOTAL | BL IMAT FISCAL SERVICES | 1,085.00 | .00 | .00 | .00 | 1,085.00 | .00 |
| ORG UNIT - 01202510620 - BL DEC FISCAL SERVICES | | | | | | | |
| 20315 | ACCT/AUDIT | 1,085.00 | .00 | .00 | 29.60 | 1,055.40 | 2.73 |
| TOTAL | BL DEC FISCAL SERVICES | 1,085.00 | .00 | .00 | 29.60 | 1,055.40 | 2.73 |
| ORG UNIT - 01202520300 - COOP PURCHASE/WAREHOUSE/D | | | | | | | |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20610 | SUPPLIES | 1,200.00 | 40.99 | .00 | 42.83 | 1,157.17 | 3.57 |
| 20900 | OTHER PROGRAM PUCHASES | 1,203,300.00 | -444.05 | 1,068.00 | 5,564.53 | 1,197,735.47 | .46 |
| TOTAL | COOP PURCHASE/WAREHOUSE/D | 1,204,500.00 | -403.06 | 1,068.00 | 5,607.36 | 1,198,892.64 | .47 |
| ORG UNIT - 01202520400 - SRS PURCHASE/WAREHOUSE/DI | | | | | | | |
| 20610 | SUPPLIES | 500.00 | 30.00 | .00 | 89.98 | 410.02 | 18.00 |
| TOTAL | SRS PURCHASE/WAREHOUSE/DI | 500.00 | 30.00 | .00 | 89.98 | 410.02 | 18.00 |
| ORG UNIT - 01202520500 - PDO PURCHASE/WAREHOUSE/DI | | | | | | | |
| 20610 | SUPPLIES | 500.00 | .00 | .00 | 69.09 | 430.91 | 13.82 |
| TOTAL | PDO PURCHASE/WAREHOUSE/DI | 500.00 | .00 | .00 | 69.09 | 430.91 | 13.82 |
| ORG UNIT - 01202520600 - BL IMAT PURCHASE/WAREHOUS | | | | | | | |
| 20320 | CONTRACTED SERVICES | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .00 |
| 20900 | OTHER PROGRAM PUCHASES | 224,973.00 | .00 | .00 | 111,529.25 | 113,443.75 | 49.57 |
| TOTAL | BL IMAT PURCHASE/WAREHOUS | 225,973.00 | .00 | .00 | 111,529.25 | 114,443.75 | 49.36 |
| ORG UNIT - 01202520620 - BL DEC PURCHASE/WAREHOUSE | | | | | | | |
| 20610 | SUPPLIES | 500.00 | 30.00 | .00 | 32.94 | 467.06 | 6.59 |
| TOTAL | BL DEC PURCHASE/WAREHOUSE | 500.00 | 30.00 | .00 | 32.94 | 467.06 | 6.59 |
| ORG UNIT - 01202530100 - ADMIN PRINT/PUB/DUP | | | | | | | |
| 20550 | PRINTING/BINDING | 1,000.00 | 94.90 | .00 | 674.23 | 325.77 | 67.42 |
| TOTAL | ADMIN PRINT/PUB/DUP | 1,000.00 | 94.90 | .00 | 674.23 | 325.77 | 67.42 |
| ORG UNIT - 01202530300 - COOP PRINT/PUB/DUP | | | | | | | |
| 20550 | PRINTING/BINDING | 400.00 | 17.50 | .00 | 105.00 | 295.00 | 26.25 |
| TOTAL | COOP PRINT/PUB/DUP | 400.00 | 17.50 | .00 | 105.00 | 295.00 | 26.25 |
| ORG UNIT - 01202530400 - SRS PRINT/PUB/DUP | | | | | | | |
| 20550 | PRINTING/BINDING | 300.00 | 31.64 | .00 | 220.63 | 79.37 | 73.54 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| TOTAL | SRS PRINT/PUB/DUP | 300.00 | 31.64 | .00 | 220.63 | 79.37 | 73.54 |
| ORG UNIT - 01202530620 - BL DEC PRINT/PUB/DUP | | | | | | | |
| 20550 | PRINTING/BINDING | 500.00 | .00 | .00 | 20.48 | 479.52 | 4.10 |
| TOTAL | BL DEC PRINT/PUB/DUP | 500.00 | .00 | .00 | 20.48 | 479.52 | 4.10 |
| ORG UNIT - 01202560100 - ADMIN POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 350.00 | 14.51 | .00 | 96.84 | 253.16 | 27.67 |
| TOTAL | ADMIN POSTAGE | 350.00 | 14.51 | .00 | 96.84 | 253.16 | 27.67 |
| ORG UNIT - 01202560300 - COOP POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 1,500.00 | 177.07 | .00 | 592.81 | 907.19 | 39.52 |
| TOTAL | COOP POSTAGE | 1,500.00 | 177.07 | .00 | 592.81 | 907.19 | 39.52 |
| ORG UNIT - 01202560400 - SRS POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 50.00 | 1.50 | .00 | 10.15 | 39.85 | 20.30 |
| TOTAL | SRS POSTAGE | 50.00 | 1.50 | .00 | 10.15 | 39.85 | 20.30 |
| ORG UNIT - 01202560500 - PDO POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 250.00 | 2.00 | .00 | 25.65 | 224.35 | 10.26 |
| TOTAL | PDO POSTAGE | 250.00 | 2.00 | .00 | 25.65 | 224.35 | 10.26 |
| ORG UNIT - 01202560600 - BL IMAT POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 25.00 | .50 | .00 | 27.00 | -2.00 | 108.00 |
| TOTAL | BL IMAT POSTAGE | 25.00 | .50 | .00 | 27.00 | -2.00 | 108.00 |
| ORG UNIT - 01202560620 - BL DEC POSTAGE | | | | | | | |
| 20531 | POSTAGE/POSTAGE METER | 100.00 | .00 | .00 | 6.50 | 93.50 | 6.50 |
| TOTAL | BL DEC POSTAGE | 100.00 | .00 | .00 | 6.50 | 93.50 | 6.50 |
| ORG UNIT - 01202580100 - ADMIN TECH SERVICES | | | | | | | |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20320 | CONTRACTED SERVICES | 3,000.00 | .00 | .00 | 2,450.00 | 550.00 | 81.67 |
| 20530 | COMPUTER/INTERNET/PHONE | 100.00 | .00 | .00 | 153.28 | -53.28 | 153.28 |
| 20650 | TECH SOFTWARE/SUPPLIES | 133.00 | .00 | .00 | 218.40 | -85.40 | 164.21 |
| 20734 | TECH HARDWARE | .00 | .00 | .00 | 794.69 | -794.69 | .00 |
| TOTAL | ADMIN TECH SERVICES | 3,233.00 | .00 | .00 | 3,616.37 | -383.37 | 111.86 |
| ORG UNIT - 01202580300 - COOP TECH SERVICES | | | | | | | |
| 20320 | CONTRACTED SERVICES | 6,700.00 | .00 | .00 | 360.00 | 6,340.00 | 5.37 |
| 20530 | COMPUTER/INTERNET/PHONE | 1,271.00 | 147.64 | .00 | 1,098.57 | 172.43 | 86.43 |
| 20650 | TECH SOFTWARE/SUPPLIES | 76,121.00 | 42.49 | 49.16 | 76,151.91 | -30.91 | 100.04 |
| 20734 | TECH HARDWARE | 2,200.00 | .00 | .00 | 354.76 | 1,845.24 | 16.13 |
| TOTAL | COOP TECH SERVICES | 86,292.00 | 190.13 | 49.16 | 77,965.24 | 8,326.76 | 90.35 |
| ORG UNIT - 01202580400 - SRS TECH SERVICES | | | | | | | |
| 20110 | SALARIES | 198,243.00 | 17,965.61 | .00 | 107,793.69 | 90,449.31 | 54.37 |
| 20220 | SOCIAL SECURITY | 15,166.00 | 1,235.10 | .00 | 7,410.60 | 7,755.40 | 48.86 |
| 20230 | RETIREMENT | 21,296.00 | 1,774.61 | .00 | 10,647.66 | 10,648.34 | 50.00 |
| 20270 | WORK COMP | 1,293.00 | 107.75 | .00 | 646.54 | 646.46 | 50.00 |
| 20290 | OTHER BENEFITS | .00 | 10.50 | .00 | 63.00 | -63.00 | .00 |
| 20320 | CONTRACTED SERVICES | 23,113.00 | .00 | .00 | 456.31 | 22,656.69 | 1.97 |
| 20530 | COMPUTER/INTERNET/PHONE | 2,322.00 | 381.81 | .00 | 3,797.26 | -1,475.26 | 163.53 |
| 20650 | TECH SOFTWARE/SUPPLIES | 150.00 | 238.93 | .00 | 951.40 | -801.40 | 634.27 |
| 20734 | TECH HARDWARE | 5,000.00 | .00 | .00 | 179.80 | 4,820.20 | 3.60 |
| TOTAL | SRS TECH SERVICES | 266,583.00 | 21,714.31 | .00 | 131,946.26 | 134,636.74 | 49.50 |
| ORG UNIT - 01202580500 - PDO TECH SERVICES | | | | | | | |
| 20320 | CONTRACTED SERVICES | 4,000.00 | .00 | .00 | 1,500.00 | 2,500.00 | 37.50 |
| 20650 | TECH SOFTWARE/SUPPLIES | .00 | .00 | .00 | 36.00 | -36.00 | .00 |
| TOTAL | PDO TECH SERVICES | 4,000.00 | .00 | .00 | 1,536.00 | 2,464.00 | 38.40 |
| ORG UNIT - 01202580600 - BL IMAT TECH SERVICES | | | | | | | |
| 20530 | COMPUTER/INTERNET/PHONE | 886.00 | 101.81 | .00 | 951.27 | -65.27 | 107.37 |
| 20650 | TECH SOFTWARE/SUPPLIES | 342.00 | .00 | .00 | 223.28 | 118.72 | 65.29 |
| 20734 | TECH HARDWARE | .00 | .00 | .00 | 179.80 | -179.80 | .00 |
| TOTAL | BL IMAT TECH SERVICES | 1,228.00 | 101.81 | .00 | 1,354.35 | -126.35 | 110.29 |
| ORG UNIT - 01202580620 - BL DEC TECH SERVICES | | | | | | | |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20110 | SALARIES | 69,202.00 | 5,766.79 | .00 | 34,600.72 | 34,601.28 | 50.00 |
| 20220 | SOCIAL SECURITY | 5,294.00 | 432.55 | .00 | 2,595.30 | 2,698.70 | 49.02 |
| 20230 | RETIREMENT | 6,836.00 | 569.63 | .00 | 3,417.78 | 3,418.22 | 50.00 |
| 20270 | WORK COMP | 416.00 | 34.59 | .00 | 207.54 | 208.46 | 49.89 |
| 20290 | OTHER BENEFITS | .00 | 3.50 | .00 | 21.00 | -21.00 | .00 |
| 20320 | CONTRACTED SERVICES | 15,500.00 | .00 | .00 | 5,000.00 | 10,500.00 | 32.26 |
| 20530 | COMPUTER/INTERNET/PHONE | 976.00 | 89.09 | .00 | 1,648.99 | -672.99 | 168.95 |
| 20650 | TECH SOFTWARE/SUPPLIES | 160.00 | .00 | .00 | 201.06 | -41.06 | 125.66 |
| 20734 | TECH HARDWARE | .00 | .00 | .00 | 179.80 | -179.80 | .00 |
| TOTAL | BL DEC TECH SERVICES | 98,384.00 | 6,896.15 | .00 | 47,872.19 | 50,511.81 | 48.66 |
| ORG UNIT - 01202610100 - ADMIN RENT/LEASE | | | | | | | |
| 20440 | RENT | 3,493.00 | 230.11 | .00 | 1,380.66 | 2,112.34 | 39.53 |
| 20520 | INSURANCE | 9,999.00 | .00 | .00 | 1,918.00 | 8,081.00 | 19.18 |
| TOTAL | ADMIN RENT/LEASE | 13,492.00 | 230.11 | .00 | 3,298.66 | 10,193.34 | 24.45 |
| ORG UNIT - 01202610300 - COOP RENT/LEASE | | | | | | | |
| 20440 | RENT | 13,063.00 | 683.66 | .00 | 4,869.96 | 8,193.04 | 37.28 |
| 20520 | INSURANCE | 384.00 | 32.00 | .00 | 192.00 | 192.00 | 50.00 |
| TOTAL | COOP RENT/LEASE | 13,447.00 | 715.66 | .00 | 5,061.96 | 8,385.04 | 37.64 |
| ORG UNIT - 01202610400 - SRS RENT/LEASES | | | | | | | |
| 20440 | RENT | 7,865.00 | 657.14 | .00 | 3,942.84 | 3,922.16 | 50.13 |
| TOTAL | SRS RENT/LEASES | 7,865.00 | 657.14 | .00 | 3,942.84 | 3,922.16 | 50.13 |
| ORG UNIT - 01202610600 - BL IMAT RENT/LEASE | | | | | | | |
| 20440 | RENT | 4,397.00 | 96.39 | .00 | 4,078.34 | 318.66 | 92.75 |
| TOTAL | BL IMAT RENT/LEASE | 4,397.00 | 96.39 | .00 | 4,078.34 | 318.66 | 92.75 |
| ORG UNIT - 01202610620 - BL DEC RENT/LEASE | | | | | | | |
| 20440 | RENT | 4,484.00 | 184.50 | .00 | 1,107.00 | 3,377.00 | 24.69 |
| TOTAL | BL DEC RENT/LEASE | 4,484.00 | 184.50 | .00 | 1,107.00 | 3,377.00 | 24.69 |
| ORG UNIT - 01202800100 - ADMIN STAFF SALARY | | | | | | | |
| 20110 | SALARIES | 54,218.00 | 4,518.20 | .00 | 27,109.26 | 27,108.74 | 50.00 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20220 | SOCIAL SECURITY | 3,511.00 | 290.74 | .00 | 1,744.43 | 1,766.57 | 49.68 |
| 20230 | RETIREMENT | 5,355.00 | 446.30 | .00 | 2,677.80 | 2,677.20 | 50.01 |
| 20270 | WORK COMP | 325.00 | 27.10 | .00 | 162.56 | 162.44 | 50.02 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 4,500.00 | 466.90 | .00 | 1,968.05 | 2,531.95 | 43.73 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 2,000.00 | 740.56 | .00 | 1,458.66 | 541.34 | 72.93 |
| TOTAL | ADMIN STAFF SALARY | 69,909.00 | 6,489.80 | .00 | 35,120.76 | 34,788.24 | 50.24 |
| ORG UNIT - 01202800300 - COOP STAFF SALARIES/EXP | | | | | | | |
| 20110 | SALARIES | 228,969.00 | 19,080.73 | .00 | 114,484.46 | 114,484.54 | 50.00 |
| 20220 | SOCIAL SECURITY | 14,059.00 | 1,146.79 | .00 | 6,880.80 | 7,178.20 | 48.94 |
| 20230 | RETIREMENT | 22,617.00 | 1,884.75 | .00 | 11,308.51 | 11,308.49 | 50.00 |
| 20270 | WORK COMP | 1,375.00 | 114.51 | .00 | 687.06 | 687.94 | 49.97 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 7,500.00 | 176.53 | .00 | 1,513.19 | 5,986.81 | 20.18 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 7,500.00 | 1,748.90 | .00 | 4,674.24 | 2,825.76 | 62.32 |
| TOTAL | COOP STAFF SALARIES/EXP | 282,020.00 | 24,152.21 | .00 | 139,548.26 | 142,471.74 | 49.48 |
| ORG UNIT - 01202800400 - SRS STAFF SALARIES/EXP | | | | | | | |
| 20110 | SALARIES | 169,380.00 | 13,283.51 | .00 | 75,878.43 | 93,501.57 | 44.80 |
| 20220 | SOCIAL SECURITY | 12,156.00 | 848.87 | .00 | 5,199.02 | 6,956.98 | 42.77 |
| 20230 | RETIREMENT | 16,730.00 | 1,312.13 | .00 | 7,346.27 | 9,383.73 | 43.91 |
| 20270 | WORK COMP | 1,017.00 | 78.82 | .00 | 447.93 | 569.07 | 44.04 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 3,500.00 | 246.10 | .00 | 2,076.87 | 1,423.13 | 59.34 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 1,500.00 | .00 | .00 | 602.64 | 897.36 | 40.18 |
| TOTAL | SRS STAFF SALARIES/EXP | 204,283.00 | 15,769.43 | .00 | 91,551.16 | 112,731.84 | 44.82 |
| ORG UNIT - 01202800500 - PDO STAFF SALARIES/EXP | | | | | | | |
| 20110 | SALARIES | 7,238.00 | 603.14 | .00 | 3,618.86 | 3,619.14 | 50.00 |
| 20220 | SOCIAL SECURITY | 489.00 | 40.76 | .00 | 244.56 | 244.44 | 50.01 |
| 20230 | RETIREMENT | 715.00 | 59.58 | .00 | 357.48 | 357.52 | 50.00 |
| 20270 | WORK COMP | 43.00 | 3.62 | .00 | 21.72 | 21.28 | 50.51 |
| 20330 | PROF DEV | 9,000.00 | 81.53 | 15,524.95 | 19,058.38 | -10,058.38 | 211.76 |
| 20333 | MILEAGE | 500.00 | .00 | .00 | .00 | 500.00 | .00 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 4,000.00 | 1,835.00 | .00 | 1,835.00 | 2,165.00 | 45.88 |
| TOTAL | PDO STAFF SALARIES/EXP | 21,985.00 | 2,623.63 | 15,524.95 | 25,136.00 | -3,151.00 | 114.33 |
| ORG UNIT - 01202800570 - INNOVATIVE STAFF SALARIES | | | | | | | |
| 20110 | SALARIES | 44,162.00 | .00 | .00 | .00 | 44,162.00 | .00 |
| 20220 | SOCIAL SECURITY | 3,726.00 | .00 | .00 | .00 | 3,726.00 | .00 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| 20230 | RETIREMENT | 3,374.00 | .00 | .00 | .00 | 3,374.00 | .00 |
| 20270 | WORK COMP | 53.00 | .00 | .00 | .00 | 53.00 | .00 |
| TOTAL | INNOVATIVE STAFF SALARIES | 51,315.00 | .00 | .00 | .00 | 51,315.00 | .00 |
| ORG UNIT - 01202800600 - BL IMAT STAFF SALARY/EXP | | | | | | | |
| 20110 | SALARIES | 68,495.00 | 3,748.26 | .00 | 31,113.68 | 37,381.32 | 45.42 |
| 20220 | SOCIAL SECURITY | 4,851.00 | 276.20 | .00 | 2,225.43 | 2,625.57 | 45.88 |
| 20230 | RETIREMENT | 6,766.00 | 370.24 | .00 | 3,056.53 | 3,709.47 | 45.17 |
| 20270 | WORK COMP | 411.00 | 22.48 | .00 | 181.88 | 229.12 | 44.25 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 1,500.00 | 301.31 | .00 | 618.57 | 881.43 | 41.24 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 500.00 | 13.98 | .00 | 307.30 | 192.70 | 61.46 |
| 20610 | SUPPLIES | 50.00 | 30.00 | .00 | 79.97 | -29.97 | 159.94 |
| TOTAL | BL IMAT STAFF SALARY/EXP | 82,573.00 | 4,762.47 | .00 | 37,583.36 | 44,989.64 | 45.52 |
| ORG UNIT - 01202800620 - BL DEC STAFF SALARY/EXP | | | | | | | |
| 20110 | SALARIES | 123,021.00 | 2,413.35 | .00 | 48,976.17 | 74,044.83 | 39.81 |
| 20220 | SOCIAL SECURITY | 8,130.00 | 166.01 | .00 | 3,268.82 | 4,861.18 | 40.21 |
| 20230 | RETIREMENT | 12,151.00 | 238.39 | .00 | 4,770.59 | 7,380.41 | 39.26 |
| 20270 | WORK COMP | 738.00 | 14.47 | .00 | 274.82 | 463.18 | 37.24 |
| 20290 | OTHER BENEFITS | .00 | .00 | .00 | .00 | .00 | .00 |
| 20333 | MILEAGE | 4,000.00 | .00 | .00 | 1,907.62 | 2,092.38 | 47.69 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 5,131.00 | .00 | .00 | 1,645.39 | 3,485.61 | 32.07 |
| 20733 | FURNITURE | .00 | .00 | .00 | .00 | .00 | .00 |
| TOTAL | BL DEC STAFF SALARY/EXP | 153,171.00 | 2,832.22 | .00 | 60,843.41 | 92,327.59 | 39.72 |
| ORG UNIT - 01203500500 - PDO STATE GRANTS | | | | | | | |
| 20320 | CONTRACTED SERVICES | 1,300,000.00 | 500.00 | 7,775.00 | 8,275.00 | 1,291,725.00 | .64 |
| TOTAL | PDO STATE GRANTS | 1,300,000.00 | 500.00 | 7,775.00 | 8,275.00 | 1,291,725.00 | .64 |
| ORG UNIT - 01203575570 - PDO INNOVATIVE GRANT | | | | | | | |
| 20320 | CONTRACTED SERVICES | 80,756.00 | .00 | .00 | 52,121.60 | 28,634.40 | 64.54 |
| 20330 | PROF DEV | 9,508.00 | .00 | .00 | .00 | 9,508.00 | .00 |
| 20333 | MILEAGE | 6,000.00 | .00 | .00 | 61.48 | 5,938.52 | 1.02 |
| 20580 | TRAVEL (EXCEPT MILEAGE) | 1,437.00 | .00 | .00 | 2,924.51 | -1,487.51 | 203.51 |
| 20610 | SUPPLIES | 543.00 | .00 | .00 | 2.50 | 540.50 | .46 |
| 20734 | TECH HARDWARE | 64,944.00 | .00 | .00 | .00 | 64,944.00 | .00 |
| TOTAL | PDO INNOVATIVE GRANT | 163,188.00 | .00 | .00 | 55,110.09 | 108,077.91 | 33.77 |

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

| ACCOUNT | - - - - - TITLE - - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE ENC + EXP | AVAILABLE BALANCE | YTD/ BUD |
|---|---|---|---|---|---|---|---|
| ORG UNIT - 01209000100 - ADMIN FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| TOTAL | ADMIN FLOW THROUGH | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| ORG UNIT - 01209000300 - COOP FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| TOTAL | COOP FLOW THROUGH | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| ORG UNIT - 01209000400 - SRS FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| TOTAL | SRS FLOW THROUGH | 10,000.00 | .00 | .00 | .00 | 10,000.00 | .00 |
| ORG UNIT - 01209000500 - PDO FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 30,000.00 | .00 | .00 | .00 | 30,000.00 | .00 |
| TOTAL | PDO FLOW THROUGH | 30,000.00 | .00 | .00 | .00 | 30,000.00 | .00 |
| ORG UNIT - 01209000560 - PDO CRISIS FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 15,000.00 | .00 | .00 | .00 | 15,000.00 | .00 |
| TOTAL | PDO CRISIS FLOW THROUGH | 15,000.00 | .00 | .00 | .00 | 15,000.00 | .00 |
| ORG UNIT - 01209000600 - BL IMAT FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 40,000.00 | .00 | .00 | .00 | 40,000.00 | .00 |
| TOTAL | BL IMAT FLOW THROUGH | 40,000.00 | .00 | .00 | .00 | 40,000.00 | .00 |
| ORG UNIT - 01209000620 - BL DEC FLOW THROUGH | | | | | | | |
| 20900 | OTHER PROGRAM PUCHASES | 15,000.00 | .00 | .00 | .00 | 15,000.00 | .00 |
| TOTAL | BL DEC FLOW THROUGH | 15,000.00 | .00 | .00 | .00 | 15,000.00 | .00 |
| TOTAL REPORT | | 4,931,756.00 | 113,157.09 | 24,417.11 | 1,160,402.77 | 3,771,353.23 | 23.53 |

**March 31, 2020**

Budget Summary

Checkbook Balances:

As of Sept. 1, 2019 = $1,008,844.04

**As of Mar 1, 2020= $1,728,296.10**

| | Mar. 2020 Receipts | Mar. 2020 Disbursements | Mar. 2019 Receipts | Mar. 2019 Disbursements |
|---|---|---|---|---|
| ESUCC Admin | $1,674.70 | ($19,319.10) | $2,624.02 | ($35,019.39) |
| COOP | $14,090.50 | ($26,580.56) | $29,427.11 | ($100,184.00) |
| DEC | $0.00 | ($16,607.69) | $0.00 | ($4,397.18) |
| IMAT | $72,073.92 | ($6,156.51) | $0.00 | ($4,828.58) |
| SRS | $0.00 | ($39,368.38) | $125.00 | ($2,017.20) |
| PDO | $2,330.00 | ($5,714.35) | $1,170.00 | ($31,044.99) |
| | $90,169.12 | ($113,746.59) | $827.50 | ($135,000.00) |
| | | | $33,346.13 | ($177,491.34) |
| ESUCC Reserve | *$250,000.00* | | | |
| **As of Mar. 31, 2020 =** | **$1,704,718.63** | | **Mar. 31, 2019 =** | **$1,471,467.37** |

**Outstanding Receipts As Of 03/31/20**

| | |
|---|---|
| **ESUCC Admin.** | ***$0.00*** |
| MSA, Govt Relations | *$0.00* |
| **COOP** | ***$13,657.20*** |
| Annual Buy Vendor Admin Fees | *$747.61* |
| School Orders Worldbook/Movie Lic./Securly | *$3,612.50* |
| AEPA/Special Buys/Food/Custodial Admin Fees | *$9,297.09* |
| **DEC** | ***$0.00*** |
| | *$0.00* |
| **IMAT** | ***$16,398.88*** |
| MSA, Learn360 Fees | *$16,398.88* |
| **SRS** | ***$0.00*** |
| MSA, SRS Admin Fees | *$0.00* |
| **PDO** | ***$11,735.00*** |
| NDE, Splunk for Adviser | *$7,775.00* |
| PD Meetings/Trainings | |
| Crisis | *$3,960.00* |
| **Total:** | **$41,791.08** |

**FY Net Activity 03/31/20**

| | |
|---|---|
| ESUCC Admin | $153,169.77 |
| COOP | $148,187.83 |
| DEC | $131,779.71 |
| IMAT | $29,833.37 |
| SRS | ($146,803.99) |
| PDO | $379,707.90 |
| | *$695,874.59* |

**Budget Notes/Comments, March 2020:**

| | |
|---|---|
| 23.53% | Total Budget Usage |
| 52.77% | Adjusted Budget Usage |
| 58.31% | Budget Usage Average (7 months) |

**Notes/Special Receipts, March 2020:**

| | |
|---|---|
| $71,073.92 | Learn360 |

**Notes/Special Disbursements, March 2020:**

| | |
|---|---|
| $81.53 | Project Harmony, PDO Presenter |
| $850.34 | Kyocera, Admn Fee Error Reimbursement |
| $4,372.42 | ESU 10, Facility Use Meetings/Trainings |
| $249.11 | Securly, Annual Renewal |
| $1,560.90 | AEPA Flights, Meeting in Austin |

**April Expenses Payable May 2020 Total $135,172.49**

| | | |
|---|---|---|
| NE Auditor of Public Accounts | $18,965.50 | State Audit, FY 2019 |
| AEPA | $4,041.32 | Member Fees |
| CDWG | $7,775.00 | Splunk for Adviser |

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 09000 | 14886 V | 12/19/19 | 1442 | SECURLY | 01202520300 | 20900 | COOP SECURLY, TRI C | 0.00 | -1,543.50 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320100 | 20110 | ADMN EXEC DIR SALAR | 0.00 | 7,794.20 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320100 | 20220 | ADMN EXEC DIR SS/ME | 0.00 | 535.58 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320100 | 20230 | ADMN EXEC DIR RETIR | 0.00 | 769.89 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320100 | 20270 | ADMN EXEC DIR WORK | 0.00 | 46.76 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800100 | 20110 | ADMN STAFF SALARIES | 0.00 | 4,518.20 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800100 | 20220 | ADMN STAFF SS/MEDIC | 0.00 | 290.74 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800100 | 20230 | ADMN STAFF RETIREME | 0.00 | 446.30 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800100 | 20270 | ADMN STAFF WORK COM | 0.00 | 27.10 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202510100 | 20315 | ADMN FISCAL AGENT F | 0.00 | 206.00 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320300 | 20110 | COOP EXEC DIR SALAR | 0.00 | 803.53 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320300 | 20220 | COOP EXEC DIR SS/ME | 0.00 | 55.21 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320300 | 20230 | COOP EXEC DIR RETIR | 0.00 | 79.37 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320300 | 20270 | COOP EXEC DIR WORK | 0.00 | 4.82 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800300 | 20110 | COOP STAFF SALARIES | 0.00 | 19,080.73 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800300 | 20220 | COOP STAFF SS/MEDIC | 0.00 | 1,146.79 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800300 | 20230 | COOP SAFF RETIREMEN | 0.00 | 1,884.75 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800300 | 20270 | COOP STAFF WORK COM | 0.00 | 114.51 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202610300 | 20440 | COOP RENT AINSWORTH | 0.00 | 608.00 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580300 | 20530 | COOP PHONE AINSWORT | 0.00 | 84.00 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202530300 | 20550 | COOP COPIER/PRINTIN | 0.00 | 17.50 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202610300 | 20520 | COOP BOND/INSURANCE | 0.00 | 32.00 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320620 | 20110 | DEC EXEC DIR SALARI | 0.00 | 5,624.67 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320620 | 20220 | DEC EXEC DIR SS/MED | 0.00 | 386.50 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320620 | 20230 | DEC EXEC DIR RETIRE | 0.00 | 555.59 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320620 | 20270 | DEC EXEC DIR WORK C | 0.00 | 33.75 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20110 | DEC TECH SALARIES | 0.00 | 5,766.79 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20220 | DEC TECH SS/MEDICAR | 0.00 | 432.55 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20230 | DEC TECH RETIREMENT | 0.00 | 569.63 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20270 | DEC TECH WORK COMP | 0.00 | 34.59 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580620 | 20290 | DEC TECH WAGE WORKS | 0.00 | 3.50 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800620 | 20110 | DEC STAFF SALARIES | 0.00 | 2,413.35 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800620 | 20220 | DEC STAFF SS/MEDICA | 0.00 | 166.01 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800620 | 20230 | DEC STAFF RETIREMEN | 0.00 | 238.39 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800620 | 20270 | DEC STAFF WORK COMP | 0.00 | 14.47 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320600 | 20220 | IMAT EXEC DIR SS/ME | 0.00 | 66.26 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320600 | 20230 | IMAT EXEC DIR RETIR | 0.00 | 95.24 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320600 | 20270 | IMAT EXED DIR WORK | 0.00 | 5.79 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800600 | 20110 | IMAT STAFF SALAIRES | 0.00 | 3,748.26 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800600 | 20220 | IMAT STAFF SS/MEDIC | 0.00 | 276.20 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800600 | 20230 | IMAT STAFF RETIREME | 0.00 | 370.24 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800600 | 20270 | IMAT STAFF WORK COM | 0.00 | 22.48 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320400 | 20110 | SRS EXEC DIR SALARI | 0.00 | 883.88 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320400 | 20220 | SRS EXEC DIR SS/MED | 0.00 | 60.74 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320400 | 20230 | SRS EXEC DIR RETIRE | 0.00 | 87.31 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320400 | 20270 | SRS EXEC DIR WORK C | 0.00 | 5.30 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20110 | SRS TECH SALARIES | 0.00 | 17,965.61 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20220 | SRS TECH SS/MEDICAR | 0.00 | 1,235.10 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20230 | SRS TECH RETIREMENT | 0.00 | 1,774.61 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20270 | SRS TECH WORK COMP | 0.00 | 107.75 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202580400 | 20290 | SRS TECH WAGE WORKS | 0.00 | 10.50 |

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800400 | 20110 | SRS STAFF SALARIES | 0.00 | 13,283.51 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800400 | 20220 | SRS STAFF SS/MEDICA | 0.00 | 848.87 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800400 | 20230 | SRS STAFF RETIREMEN | 0.00 | 1,312.13 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800400 | 20270 | SRS STAFF WORK COMP | 0.00 | 78.82 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800500 | 20110 | PD STAFF SALARIES | 0.00 | 603.14 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800500 | 20220 | PD STAFF SS/MEDICAR | 0.00 | 40.76 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800500 | 20230 | PD STAFF RETIREMENT | 0.00 | 59.58 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202800500 | 20270 | PD STAFF WORK COMP | 0.00 | 3.62 |
| 09000 | 14908 | 03/06/20 | 1064 | ESU 17 | 01202320600 | 20110 | IMAT EXEC DIR SALAR | 0.00 | 964.24 |
| TOTAL CHECK | | | | | | | | 0.00 | 98,695.71 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330100 | 20317 | ADMN LEGAL SERVICE | 0.00 | 790.13 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330300 | 20317 | COOP LEGAL SERVICE | 0.00 | 790.12 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330400 | 20317 | SRS LEGAL SERVICE | 0.00 | 128.63 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330600 | 20317 | IMAT LEGAL SERVICE | 0.00 | 64.31 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330620 | 20317 | DEC LEGAL SERVICE | 0.00 | 64.31 |
| 09000 | 14909 | 03/06/20 | 1247 | KSB SCHOOL LAW | 01202330500 | 20317 | PDO ESPD LEGAL SERV | 0.00 | 535.50 |
| TOTAL CHECK | | | | | | | | 0.00 | 2,373.00 |
| 09000 | 14910 | 03/06/20 | 1431 | UNL ITS COMMUNICATI | 01202580300 | 20530 | COOP DATA CENTER SP | 0.00 | 63.64 |
| 09000 | 14910 | 03/06/20 | 1431 | UNL ITS COMMUNICATI | 01202580400 | 20530 | SRS DATA CENTER SPA | 0.00 | 381.81 |
| 09000 | 14910 | 03/06/20 | 1431 | UNL ITS COMMUNICATI | 01202580600 | 20530 | IMAT DATA CENTER SP | 0.00 | 101.81 |
| 09000 | 14910 | 03/06/20 | 1431 | UNL ITS COMMUNICATI | 01202580620 | 20530 | DEC DATA CENTER SPA | 0.00 | 89.09 |
| TOTAL CHECK | | | | | | | | 0.00 | 636.35 |
| 09000 | 14911 | 03/06/20 | 1196 | MAILFINANCE | 01202560300 | 20531 | COOP POSTAGE METER | 0.00 | 175.07 |
| 09000 | 14912 | 03/06/20 | 1050 | BISHOP BUSINESS | 01202530100 | 20550 | ADMN PRINTING EXP | 0.00 | 94.90 |
| 09000 | 14912 | 03/06/20 | 1050 | BISHOP BUSINESS | 01202530400 | 20550 | SRS PRITING EXP | 0.00 | 31.64 |
| TOTAL CHECK | | | | | | | | 0.00 | 126.54 |
| 09000 | 14913 | 03/06/20 | 1515 | PROJECT HARMONY | 01202800500 | 20330 | PDO PROF DEV TRAINE | 0.00 | 81.53 |
| 09000 | 14914 | 03/06/20 | 1514 | KYOCERA | 01202520300 | 20900 | COOP ADMN FEE REIMB | 0.00 | 850.34 |
| 09000 | 14915 | 03/06/20 | 1387 | COMFORT INN SUITES | 01202800300 | 20580 | COOP TRAVEL/LODGING | 0.00 | 188.00 |
| 09000 | 14916 | 03/06/20 | 1395 | HOLIDAY INN EXPRESS | 01202320100 | 20580 | ADMN STAFF TRAVEL/L | 0.00 | 188.00 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610100 | 20440 | ADMN RENT OMAHA | 0.00 | 230.11 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610300 | 20440 | COOP RENT OMAHA | 0.00 | 75.66 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610400 | 20440 | SRS RENT OMAHA | 0.00 | 657.14 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610600 | 20440 | IMAT RENT OMAHA | 0.00 | 96.39 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202610620 | 20440 | DEC RENT OMAHA | 0.00 | 184.50 |
| 09000 | 14917 | 03/06/20 | 1057 | ESU 3 | 01202560100 | 20531 | ADMN POSTAGE OMAHA | 0.00 | 11.51 |
| TOTAL CHECK | | | | | | | | 0.00 | 1,255.31 |
| 09000 | 14918 | 03/06/20 | 1150 | ESU 5 | 01202800100 | 20580 | ADMN TRAVEL/MEETING | 0.00 | 668.97 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202320100 | 20580 | ADMN TRAVEL/MEETNGS | 0.00 | 482.20 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202250520 | 20580 | SDA TRAVEL/MEETINGS | 0.00 | 561.82 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202250540 | 20580 | TLT TRAVEL/MEETINGS | 0.00 | 293.69 |

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|---|---|---|---|---|---|---|---|---|---|
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202250530 | 20580 | ESPD TRAVEL/MEETING | 0.00 | 199.71 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202800500 | 20580 | PDO TRAVEL/MEETINGS | 0.00 | 1,835.00 |
| 09000 | 14919 | 03/06/20 | 1067 | ESU 10 | 01202250540 | 20330 | TLT PROF DEV TRAINI | 0.00 | 1,000.00 |
| TOTAL CHECK | | | | | | | | 0.00 | 4,372.42 |
| 09000 | 14920 | 03/06/20 | 1068 | ESU 13 | 01203500500 | 20320 | ADVISER WORK DAY | 0.00 | 250.00 |
| 09000 | 14921 | 03/06/20 | 1104 | ESU 16 | 01203500500 | 20320 | ADVISER WORK DAY | 0.00 | 250.00 |
| 09000 | 14922 | 03/06/20 | 1503 | KRAIG LOFQUIST | 01202320100 | 20333 | ADMN MILEAGE REIMBU | 0.00 | 317.40 |
| 09000 | 14923 | 03/06/20 | 1061 | DEB HERICKS | 01202800100 | 20333 | ADMN STAFF MILEAGE | 0.00 | 290.38 |
| 09000 | 14923 | 03/06/20 | 1061 | DEB HERICKS | 01202800100 | 20580 | ADMN STAFF TRAVEL E | 0.00 | 71.59 |
| TOTAL CHECK | | | | | | | | 0.00 | 361.97 |
| 09000 | 14924 | 03/06/20 | 1076 | PRISCILLA QUINTANA | 01202800100 | 20333 | ADMN STAFF MILEAGE | 0.00 | 176.52 |
| 09000 | 14924 | 03/06/20 | 1076 | PRISCILLA QUINTANA | 01202800300 | 20333 | COOP STAFF MILEAGE | 0.00 | 176.53 |
| TOTAL CHECK | | | | | | | | 0.00 | 353.05 |
| 09000 | 14925 | 03/06/20 | 1087 | RHONDA EIS | 01202800600 | 20580 | IMAT STAFF TRAVEL/M | 0.00 | 13.98 |
| 09000 | 14925 | 03/06/20 | 1087 | RHONDA EIS | 01202800600 | 20333 | IMAT STAFF MILEAGE | 0.00 | 301.31 |
| TOTAL CHECK | | | | | | | | 0.00 | 315.29 |
| 09000 | 14926 | 03/06/20 | 1513 | MINH VU | 01202800400 | 20333 | SRS STAFF MILEAGE R | 0.00 | 246.10 |
| 09000 | 14927 | 03/06/20 | 1442 | SECURLY | 01202520300 | 20900 | COOP SECURLY RIVERS | 0.00 | 249.11 |
| 09000 | 14929 V | 04/09/20 | 1247 | KSB SCHOOL LAW | 01202330300 | 20317 | COOP LEGAL SERVICE | 0.00 | -63.00 |
| 09000 | 14929 V | 04/09/20 | 1247 | KSB SCHOOL LAW | 01202250510 | 20330 | PDO NOC PROF DEV | 0.00 | -535.50 |
| TOTAL CHECK | | | | | | | | 0.00 | -598.50 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202320100 | 20580 | ADMN TRAVEL EXP | 0.00 | 1,312.83 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202320100 | 20610 | ADMN SUPPLIES | 0.00 | 19.79 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202320100 | 20610 | ADMN SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202520300 | 20610 | COOP SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202520400 | 20610 | SRS SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202800600 | 20610 | IMAT SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202520620 | 20610 | DEC SUPPLIES, NETA | 0.00 | 30.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202800300 | 20580 | COOP TRAVEL EXP, AE | 0.00 | 1,560.90 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202520300 | 20610 | COOP OFFICE SUPPLIE | 0.00 | 10.99 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202580400 | 20650 | SRS SOFTWARE, JETBR | 0.00 | 213.93 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202580400 | 20650 | SRS SOFTWARE, GITHU | 0.00 | 25.00 |
| 09000 | EFT00127 | 03/06/20 | 1039 | UNION BANK & TRUST | 01202580300 | 20650 | COOP SOFTWARE, MAIL | 0.00 | 42.49 |
| TOTAL CHECK | | | | | | | | 0.00 | 3,335.93 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 113,148.09 |
| TOTAL FUND | | | | | | | | 0.00 | 113,148.09 |
| TOTAL REPORT | | | | | | | | 0.00 | 113,148.09 |

ESU COORDINATING COUNCIL
Purchase Order STATUS REPORT

INFO: ORDERED BY NUMBER

SELECTION CRITERIA: encledgr.yr='20'

| PURCHASE OR | ORG UNIT | ACCOUNT | ACCOUNT | VENDOR / DATE | NAME / DESCRIPTION | SALES TAX / USE TAX | ORIGINAL / PAYMENTS | CHANGE / BALANCE |
|---|---|---|---|---|---|---|---|---|
| P2000001-01 | 01202520300 | 20900 | | 1038 | WORLD BOOK | 0.00 | 1068.00 | 0.00 |
| | | | | 09/27/19 | WB-NE-PS-COMBO WORLD BO | 0.00 | 0.00 | 1068.00 |
| P2000004-01 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 5000.00 | 0.00 |
| | | | | 03/12/20 | FOUNDATION DAY TRAINING, | 0.00 | 0.00 | 5000.00 |
| P2000004-02 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 5000.00 | 0.00 |
| | | | | 03/12/20 | IMPACT SERIES: MINDFRAMES | 0.00 | 0.00 | 5000.00 |
| P2000004-03 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 2640.00 | 0.00 |
| | | | | 03/12/20 | MINDFRAMES FOR SUCCESS RE | 0.00 | 0.00 | 2640.00 |
| P2000004-04 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 2640.00 | 0.00 |
| | | | | 03/12/20 | FOUNDATION DAY RESOURCE G | 0.00 | 0.00 | 2640.00 |
| P2000004-05 | 01202800500 | 20330 | | 1391 | CORWIN PRESS/SAGE PUBLIC | 0.00 | 244.95 | 0.00 |
| | | | | 03/12/20 | SHIPPING | 0.00 | 0.00 | 244.95 |
| P2000005-01 | 01203500500 | 20320 | | 1007 | CDW GOVERNMENT INC. | 0.00 | 7775.00 | 0.00 |
| | | | | 03/30/20 | SPLUNK ENTERPRISE LICENSE | 0.00 | 0.00 | 7775.00 |
| TOTAL REPORT | | | | | | 0.00 | 24367.95 | 0.00 |
| | | | | | | 0.00 | 0.00 | 24367.95 |

ESU COORDINATING COUNCIL
SUMMARY EXPENDITURE COMPARISON REPORT



SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

Fund - 01 - GENERAL FUND

| TITLE | CURRENT YEAR BUDGET | CURRENT YEAR EXPENDITURES | CURRENT YEAR BALANCE | CURRENT YEAR % | PRIOR YEAR BUDGET | PRIOR YEAR EXPENDITURES | PRIOR YEAR BALANCE | PRIOR YEAR % |
|---|---|---|---|---|---|---|---|---|
| TOTAL EXPENSE | 4,931,756.00 | 1,135,985.66 | 3,795,770.34 | 23.03 | 4,888,006.00 | 204,321.34 | 4,683,684.66 | 4.18 |
| TOTAL GENERAL FUND | 4,931,756.00 | 1,135,985.66 | 3,795,770.34 | 23.03 | 4,888,006.00 | 204,321.34 | 4,683,684.66 | 4.18 |
| TOTAL REPORT | 4,931,756.00 | 1,135,985.66 | 3,795,770.34 | 23.03 | 4,888,006.00 | 204,321.34 | 4,683,684.66 | 4.18 |

ESU COORDINATING COUNCIL
INVOICE SHORT LISTING

SELECTION CRITERIA: cmropenitem.total_due>0.0

| INV DATE | INVOICE NO | CUSTOMER # | CUSTOMER NAME | ORIG INVOICE | INVOICE ADJT | ----PAYMENTS | PAYMENT ADJT | -WRITTEN OFF | ---TOTAL DUE |
|---|---|---|---|---|---|---|---|---|---|
| 08/23/2019 | AEPA001243 | BRIDGEPORT | BRIDGEPORT PUBLIC | 3,612.50 | .00 | .00 | .00 | .00 | 3,612.50 |
| 01/10/2020 | CRIS000641 | JEFFERSON | JEFFERSON ELEMENTA | 685.00 | .00 | .00 | .00 | .00 | 685.00 |
| 01/10/2020 | CRIS000642 | SHOEMAKER | SHOEMAKER ELEMENTA | 385.00 | .00 | .00 | .00 | .00 | 385.00 |
| 01/10/2020 | CRIS000644 | EARLYLEARN | EARLY LEARNING CEN | 600.00 | .00 | .00 | .00 | .00 | 600.00 |
| 01/10/2020 | CRIS000647 | GRANDISLAN | GRAND ISLAND PUBLI | 875.00 | .00 | -790.00 | .00 | .00 | 85.00 |
| 01/10/2020 | CRIS000649 | DODGEELEM | DODGE ELEMENTARY S | 535.00 | .00 | .00 | .00 | .00 | 535.00 |
| 01/10/2020 | CRIS000650 | LINCOLNELE | LINCOLN ELEMENTARY | 450.00 | .00 | .00 | .00 | .00 | 450.00 |
| 01/10/2020 | CRIS000651 | GATESELEM | GATES ELEMENTARY S | 685.00 | .00 | .00 | .00 | .00 | 685.00 |
| 01/10/2020 | CRIS000652 | HOWARDELEM | HOWARD ELEMENTARY | 385.00 | .00 | .00 | .00 | .00 | 385.00 |
| 01/10/2020 | CRIS000655 | WASMEELEM | WASMER ELEMENTARY | 150.00 | .00 | .00 | .00 | .00 | 150.00 |
| 03/30/2020 | GRNT000014 | NDE | NEBRASKA DEPT OF E | 7,775.00 | .00 | .00 | .00 | .00 | 7,775.00 |
| 02/14/2020 | IMAT000291 | ESU03 | EDUCATIONAL SERVIC | 16,398.88 | .00 | .00 | .00 | .00 | 16,398.88 |
| 09/27/2019 | VNDR000003 | BHPHOTO | B & H PHOTO VIDEO | 53.56 | .00 | .00 | .00 | .00 | 53.56 |
| 02/24/2020 | VNDR000010 | PYRAMID | PYRAMID SCHOOL PRO | 293.61 | .00 | .00 | .00 | .00 | 293.61 |
| 02/24/2020 | VNDR000012 | S&S | S&S WORLDWIDE | 99.54 | .00 | .00 | .00 | .00 | 99.54 |
| 02/24/2020 | VNDR000013 | SCHOOLHEAL | SCHOOL HEALTH CORP | 130.29 | .00 | .00 | .00 | .00 | 130.29 |
| 02/24/2020 | VNDR000014 | TROXELL | TROXELL COMMUNICAT | 7.41 | .00 | .00 | .00 | .00 | 7.41 |
| 02/24/2020 | VNDR000015 | VIRCO | VIRCO INC | 159.03 | .00 | .00 | .00 | .00 | 159.03 |
| 02/24/2020 | VNDR000016 | BSN | BSN SPORTS | 4.17 | .00 | .00 | .00 | .00 | 4.17 |
| TOTAL REPORT: | 19 | | | 33,283.99 | .00 | -790.00 | .00 | .00 | 32,493.99 |

ESU COORDINATING COUNCIL
SUMMARY REVENUE COMPARISON REPORT

SELECTION CRITERIA: ALL
ACCOUNTING PERIOD: 7/20

Fund - 01 - GENERAL FUND

| | | CURRENT YEAR | | | | PRIOR YEAR | | | |
|---|---|---|---|---|---|---|---|---|---|
| | TITLE | BUDGET | REVENUE | BALANCE | % | BUDGET | REVENUE | BALANCE | % |
| TOTAL | REVENUE | 4,931,756.00 | 1,832,224.20 | 3,099,531.80 | 37.15 | .00 | .00 | .00 | .00 |
| TOTAL | GENERAL FUND | 4,931,756.00 | 1,832,224.20 | 3,099,531.80 | 37.15 | .00 | .00 | .00 | .00 |
| TOTAL REPORT | | 4,931,756.00 | 1,832,224.20 | 3,099,531.80 | 37.15 | .00 | .00 | .00 | .00 |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101510100 - ADMN INTEREST REVENUE

| ACCOUNT | DATE | T/C | RECEIVE | REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|---|
| 11410 | INTEREST | | | | | | | | |
| 7 /20 | 04/01/20 | 19 | | BANKREC | | | 1,674.70 | | RECONCILIATION INTEREST |
| TOTAL | INTEREST | | | | | .00 | 1,674.70 | .00 | |
| TOTAL | ADMN INTEREST REVENUE | | | | | .00 | 1,674.70 | .00 | |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101951300 - COOP REVENUE, ESU/SCHOOL

| ACCOUNT | DATE | T/C | RECEIVE REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|
| 11990 | INVOICED REVENUE | | | | | | | |
| 7 /20 | 03/18/20 | 24 | | | | 285.00 | .00 | COOP MOVIE LIC RAYMOND |
| TOTAL | INVOICED REVENUE | | | | .00 | 285.00 | .00 | |
| TOTAL | COOP REVENUE, ESU/SCHOOL | | | | .00 | 285.00 | .00 | |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101951500 - PDO REVENUE, ESU/SCHOOL

| ACCOUNT | DATE | T/C | RECEIVE | REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|---|
| 11990 | INVOICED REVENUE | | | | | | | | |
| 7 /20 | 03/30/20 | 19 | | 67 | | | 40.00 | | RECEIVABLE-RC- 033020PQ |
| TOTAL | INVOICED REVENUE | | | | | .00 | 40.00 | .00 | |
| TOTAL | PDO REVENUE, ESU/SCHOOL | | | | | .00 | 40.00 | .00 | |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101951560 - PDO CRISIS REVENUE ESU/SC

| ACCOUNT | DATE | T/C | RECEIVE | REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|---|
| 11990 | INVOICED REVENUE | | | | | | | | |
| 7 /20 | 03/18/20 | 19 | | 63 | | | 280.00 | | RECEIVABLE-RC- 031620PQ |
| 7 /20 | 03/20/20 | 19 | | 64 | | | 2,010.00 | | RECEIVABLE-RC- 032020PQ |
| TOTAL | INVOICED REVENUE | | | | | .00 | 2,290.00 | .00 | |
| TOTAL | PDO CRISIS REVENUE ESU/SC | | | | | .00 | 2,290.00 | .00 | |

ESU COORDINATING COUNCIL
REVENUE TRANSACTION ANALYSIS

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101951600 - BL IMAT REVENUE, ESU/SCHO

| ACCOUNT | DATE | T/C | RECEIVE | REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|---|
| 11990 | INVOICED REVENUE | | | | | | | | |
| 7 /20 | 03/10/20 | 19 | | 61 | | | 4,000.06 | | RECEIVABLE-RC- 031020PQ |
| 7 /20 | 03/18/20 | 19 | | 62 | | | 34,097.04 | | RECEIVABLE-RC- 031620PQ |
| 7 /20 | 03/20/20 | 19 | | 64 | | | 32,976.82 | | RECEIVABLE-RC- 032020PQ |
| 7 /20 | 04/01/20 | 19 | | 68 | | | 1,000.00 | | RECEIVABLE-RC- 033120PQ |
| TOTAL | INVOICED REVENUE | | | | | .00 | 72,073.92 | .00 | |
| TOTAL | BL IMAT REVENUE, ESU/SCHO | | | | | .00 | 72,073.92 | .00 | |

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
ACCOUNTING PERIOD: 7/20

FUND - 01 - GENERAL FUND
ORG UNIT - 01101990300 - COOP LOCAL SALES REVENUE

| ACCOUNT | DATE | T/C | RECEIVE REFERENCE | PAYER/VENDOR | BUDGET | RECEIPTS | RECEIVABLES | DESCRIPTION |
|---|---|---|---|---|---|---|---|---|
| 12400 | ADMIN FEES | | | | | | | |
| | 7 /20 03/06/20 | 24 | | | | 68.25 | .00 | COOP POWERSCHOOL ADM FEE |
| | 7 /20 03/06/20 | 24 | | | | 17.27 | .00 | COOP SCHOOL HEALTH ADM FE |
| | 7 /20 03/06/20 | 24 | | | | 270.19 | .00 | COOP DUDE SOLUTION ADM FE |
| | 7 /20 03/12/20 | 24 | | | | 11,184.23 | .00 | COOP SYSCO ADMIN FEE |
| | 7 /20 03/12/20 | 24 | | | | 231.51 | .00 | COOP SYSCO ADMIN FEE |
| | 7 /20 03/18/20 | 24 | | | | 1,724.09 | .00 | COOP HOME DEPOT ADM FEE |
| | 7 /20 03/23/20 | 19 | 65 | | | 166.05 | | RECEIVABLE-RC- 032320PQ |
| | 7 /20 03/26/20 | 19 | 66 | | | 4.58 | | RECEIVABLE-RC- 032620PQ |
| | 7 /20 03/30/20 | 19 | 67 | | | 2.59 | | RECEIVABLE-RC- 033020PQ |
| | 7 /20 03/30/20 | 24 | | | | 136.74 | .00 | COOP STATE INDUST ADM FEE |
| TOTAL | ADMIN FEES | | | | .00 | 13,805.50 | .00 | |
| TOTAL | COOP LOCAL SALES REVENUE | | | | .00 | 13,805.50 | .00 | |
| TOTAL | GENERAL FUND | | | | .00 | 90,169.12 | .00 | |
| TOTAL REPORT | | | | | .00 | 90,169.12 | .00 | |

2019-20 Employer Costs

| Staff | Salary | Salary + | Insurance | Retirement | FICA | Comp. | TOTAL |
|---|---|---|---|---|---|---|---|
| Debra Hericks | 50,255 | 13,682 | 8,441 | 7,149 | 4,891 | 434 | 84,853 |
| Craig Peterson | 99,790 | 0 | 23,170 | 12,146 | 7,634 | 738 | 143,477 |
| Priscilla Quintana | 59,920 | 7,291 | 15,321 | 8,152 | 5,142 | 495 | 96,321 |
| Colleen Lentz | 38,610 | 8,569 | 13,945 | 6,038 | 3,609 | 367 | 71,138 |
| Dist Learning | 38,106 | 2,255 | 8,672 | 4,843 | 3,088 | 294 | 57,258 |
| Scott Isaacson | 116,880 | 21,523 | 0 | 13,671 | 10,588 | 830 | 163,493 |
| Rhonda Eis (.6) | 27,440 | 12,914 | 0 | 3,986 | 3,087 | 242 | 47,669 |
| Anthony Maggio | 62,971 | 7,291 | 15,321 | 8,454 | 5,375 | 513 | 99,926 |
| Mihn Vu | 35,000 | 13,682 | 8,441 | 5,643 | 3,724 | 343 | 66,833 |
| Mike Danahy | 123,630 | 5,411 | 17,345 | 14,460 | 9,872 | 878 | 171,596 |
| Total | 652,602 | 92,620 | 110,656 | 84,542 | 57,009 | 5,135 | 1,002,565 |

2020-21 Employer Costs

| Staff | Salary | Salary + | Insurance | Retirement | FICA | Comp. | TOTAL | Increase |
|---|---|---|---|---|---|---|---|---|
| Debra Hericks | 50,925 | 15,167 | 8,441 | 7,362 | 5,056 | 447 | 87,398 | 3.00% |
| Craig Peterson | 101,940 | 0 | 24,768 | 12,516 | 7,798 | 760 | 147,783 | 3.00% |
| Priscilla Quintana | 60,880 | 8,776 | 15,321 | 8,394 | 5,329 | 510 | 99,209 | 3.00% |
| Colleen Lentz | 38,930 | 10,054 | 13,945 | 6,216 | 3,747 | 378 | 73,270 | 3.00% |
| Andrew Easton | 78,000 | 16,670 | 6,823 | 10,025 | 7,242 | 609 | 119,369 | |
| Scott Isaacson | 119,550 | 23,008 | 0 | 14,082 | 10,906 | 855 | 168,401 | 3.00% |
| Rhonda Eis (.6) | 27,760 | 13,805 | 0 | 4,106 | 3,180 | 249 | 49,100 | 3.00% |
| Anthony Maggio | 64,025 | 8,776 | 15,321 | 8,704 | 5,569 | 529 | 102,924 | 3.00% |
| Mihn Vu | 35,215 | 15,167 | 8,441 | 5,810 | 3,854 | 353 | 68,840 | 3.00% |
| Mike Danahy | 126,500 | 6,895 | 17,345 | 14,890 | 10,205 | 904 | 176,740 | 3.00% |
| Total 20-21 | 703,725 | 118,317 | 110,405 | 92,105 | 62,886 | 5,595 | 1,093,033 | |

# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

Charlie Janssen
State Auditor

Charlie.Janssen@nebraska.gov
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State Capitol, Suite 2303
Lincoln, Nebraska 68509
402-471-2111, FAX 402-471-3301
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March 30, 2020

Deb Hericks, Executive Assistant
Educational Service Unit Coordinating Council
6949 South 110th Street
LaVista, Nebraska 68128

Dear Ms. Hericks:

Attached is a copy of the audit report and management letter of the Educational Service Unit Coordinating Council for the fiscal year ended August 31, 2019. You can also access the audit report and management letter on our website at auditors.nebraska.gov.

If you have any questions concerning this report, please do not hesitate to write or call.

Sincerely,

Charlie Janssen
Auditor of Public Accounts

Enclosure

# AUDIT REPORT
# OF THE
# EDUCATIONAL SERVICE UNIT
# COORDINATING COUNCIL

## SEPTEMBER 1, 2018, THROUGH AUGUST 31, 2019

**This document is an official public record of the State of Nebraska, issued by the Auditor of Public Accounts.**

**Modification of this document may change the accuracy of the original document and may be prohibited by law.**

**Issued on March 30, 2020**

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

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## BACKGROUND

The Nebraska Educational Service Unit Coordinating Council (ESUCC) was created in statute to coordinate statewide activities of Nebraska's 17 Educational Service Units (ESUs). The governing body for the ESUCC consists of an administrator representative from each ESU. The ESUCC was created by LB 603 (2007) and officially came into existence, per statute, on July 1, 2008. Fiscal year 2008-2009 was the first year of operation for the ESUCC. The duties of the ESUCC are set out at Neb. Rev. Stat §§ 79-1245 to 79-1249 (Reissue 2014, Cum. Supp. 2018). Section 79-1246(1) provides the following:

> *The Educational Service Unit Coordinating Council shall work toward statewide coordination to provide the most cost-effective services for the students, teachers, and school districts in each educational service unit. The council's duties include, but are not limited to:*
>
> *(a) Preparation of strategic plans to assure the cost-efficient and equitable delivery of services across the state;*
> *(b) Administration of statewide initiatives and provision of statewide services; and*
> *(c) Coordination of distance education.*

Prior to the creation of the ESUCC, the legislature passed LB 1208 (2006), which created the Distance Education Council (DEC). The duties and responsibilities of the DEC were transferred to the ESUCC with the passage of LB 603.

While discussing the formation of the ESUCC, the administrators for the ESUs considered the intent of LB 603. In consultation with legal counsel, policy makers, and various State officials, it was decided that all statewide activities offered in partnership by the ESUs would be placed under the umbrella of the ESUCC. In order to transition to the new structure, the ESUCC established a master services agreement with each ESU. Additionally, fiscal agents for each of the projects were continued in the transition to the ESUCC.

In April 2010, the ESUCC held a planning session and adopted a new organizational chart and administrative structure to manage the statewide projects by September 1, 2010. The new organizational structure organized each of the statewide projects under the administration of a single entity and under management of the ESUCC Executive Director. Much of this transition, including centralizing the accounting, policies, and procedures, was completed during the summer of 2010.

Although complete, this transition continues presently with the review of policies and procedures, as well as the development of strategic plans for each project and the ESUCC as a whole. Additionally, Title 92 NAC 84-003.02A1 provides the following:

> *The ESU administrator or his or her designee shall participate in two jointly established meetings with representatives of the Department and the ESU Coordinating Council annually to establish the focus and coordination of necessary core services based on priorities and on needs that are identified through the analysis of data.*

The Nebraska Department of Education (NDE) and the ESUCC meet during October and April of each year to identify collaborative efforts to meet the core service needs of ESUs and school districts.

<u>Overview of Statewide Projects and Activities:</u>

- **<u>ESU Professional Development Organization (ESUPDO):</u>** The ESUPDO serves as a collaborative effort to provide statewide training for ESU employees and key NDE Staff statewide. Professional development is among the core services identified by State statute for ESUs. The ESUPDO consists of four affiliate groups comprised of ESU employees across the 17 ESUs with representation from essential NDE Staff. As the NDE and the ESUCC continue with statewide efforts, alignment with the NDE Strategic Plan, as well as the six tenets of AQuESTT (Accountability for a Quality Education System, Today and Tomorrow), will better define the direction for the ESUPDO. These groups are the following:

**BACKGROUND**
(Continued)

- **Staff Development Affiliate (SDA):** Members are responsible for providing staff development for their school districts and have assisted the NDE's efforts on statewide and local assessment as well as school improvement for Nebraska's school districts.

- **Network Operations Committee (NOC):** NOC supports the extensive communications network within and among the ESUs and school districts. NOC provides network security and protocols for its districts and ESUs and ensures that the communications network for distance education, internet, email, and internet protocol phones are functioning and secure. Statewide, this group establishes common frameworks and capacities for assisting one another to help ensure the education network functions well.

- **Teaching and Learning with Technology (TLT):** Between 2015 and 2017, membership for Technology Assistant Group (TAG), I-Mat, and Distance Education began a dialogue regarding combined efforts within the three affiliates/projects based upon the fact that 46% of the membership serve in multiple roles. Formalized discussion began during January of 2016 and, as a result of the membership's efforts, the concept of a newly formed affiliate, TLT, evolved. The initial meeting regarding the development of the TLT began with the following stated purpose:

  *Enhance communication through efficient and effective planning, development and implementation while maintaining autonomy of each affiliate.*

  TLT was fully implemented beginning 2017-2018.

- **ESU Special Populations Directors (ESPD):** This affiliate group consists of the special education directors and staff from across the State. It was included in ESUPDO as the need for special education professional development for special education and classroom teachers emerged in the age of standards and assessment, along with the need to develop and share professional development efforts for special education teachers and classroom teachers alike. ESPD is also involved with the NDE in providing leadership for special education training and support.

- **Nebraska ESU Cooperative Purchasing (Coop):** The Coop provides cooperative purchasing services to ESU member schools throughout the State of Nebraska. The service is offered by the ESUCC and Nebraska's 17 ESUs in a joint effort. The ESUCC serves as the governing body for cooperative purchasing.

  Per the ESUCC's website (http://www.esucc.org/COOP-PURCHASING), the Coop's vision is to "provide compliant, competitive, aggregated bidding and purchasing to control and reduce costs to its members by maximizing efficiency of resources and processes in Nebraska and Nationally."

  Additionally, the ESUCC's website provides the following information regarding the Coop:

  *ESUCC Cooperative Purchasing represents 17 Educational Service Units statewide who in turn service Nebraska school districts with over 300,000 students and is currently in its 5th decade of operation. ESUCC Cooperative Purchasing is authorized to coordinate purchases for public school districts, nonpublic school systems, other ESUs, and other public agencies, including any county, city, village, school district, or agency of the state government, any drainage district, sanitary and improvement district, or other municipal corporation or political subdivision of the State of Nebraska.*

- **Distance Education:** Created by LB 1208 (2006), the Distance Education Council began as a State project with ESU 10 serving as the fiscal agent. Coordination of the Distance Education project has since been taken over by the ESUCC, however. In striving to build, improve, and maintain the State's Distance Education network, the ESUCC exercises the powers and duties specified at Neb. Rev. Stat. § 79-1248 (Reissue 2014), as follows:

**BACKGROUND**
(Continued)

*(1) Providing public access to lists of qualified distance education courses;*

*(2) Collecting and providing school schedules for participating educational entities;*

*(3) Facilitation of scheduling for qualified distance education courses;*

*(4) Brokering of qualified distance education courses to be purchased by educational entities;*

*(5) Assessment of distance education needs and evaluation of distance education services;*

*(6) Compliance with technical standards as set forth by the Nebraska Information Technology Commission and academic standards as set forth by the State Department of Education related to distance education;*

*(7) Establishment of a system for scheduling courses brokered by the council and for choosing receiving educational entities when the demand for a course exceeds the capacity as determined by either the technology available or the course provider;*

*(8) Administration of learning management systems, either through the staff of the council or by delegation to an appropriate educational entity, with the funding for such systems provided by participating educational entities; and*

*(9) Coordination with educational service units and postsecondary educational institutions to provide assistance for instructional design for both two-way interactive video distance education courses and the offering of graduate credit courses in distance education.*

The governance structure within the Distance Education project was recommended as part of the TLT Affiliate, with full implementation that began in 2017-2018.

- **Instructional Materials (I-Mat):** I-Mat has a long history of providing services statewide for school districts through Nebraska's network of ESUs. For approximately 40 years, the ESUs have worked together to purchase rights to media resources and make those available through local ESUs. Beginning in 2010-11, the fiscal management was moved under the ESUCC's central accounting system. ESUs contribute to the project for the "spring buy" and "special projects" each year, as needed and defined by the affiliate(s). The purpose of the I-Mat project is designed for research and development of digital resources. The governance structure within the I-MAT project is recommended as part of the TLT Affiliate, with full implementation that began in 2017-2018.

- **BlendED:** Beginning 2015-2016, a statewide committee comprised of NDE, ESUCC, and ESU staff recommended that three learning management systems (LMS) be included within the ESUCC market place. The recommended LMS included Schoology, Canvas, and BlackBoard. In addition to the LMS, the BlendED Advisory Committee was charged with providing a recommendation for a statewide Learning Object Repository (LOR). After a lengthy review, the recommendation included the integration of the current Learn360 project, Amazon Inspire, and the IlliniCloud ISLE program.

  The BlendEd Project leadership is comprised of a tiered governance structure that includes a BlendEd/Distance Education Director, co-chairs for the overall BlendEd Initiative, and leadership for the BlendEd Pilot Project. Specific duties for each level of leadership include: 1) the Director serving as a project manager for the BlendEd Project; 2) the BlendEd co-chairs providing leadership for the BlendEd Initiative; and 3) the BlendEd Pilot leadership providing the vision and guidance for the daily operations of the pilot program. In addition, a BlendEd Advisory Committee comprised of NDE, ESUCC, ESU staff, and school district staff provides the direction and input for the BlendEd Project.

## BACKGROUND
(Concluded)

- **Special Education (SPED) Projects:** Three special education projects are managed by the ESUCC. The projects also transitioned in 2010-11 to the ESUCC from a fiscal agent management model under ESU 1. The purpose of the SPED Project is for participating parties to pool their resources in connection with the special education services and for the training of special education teachers and other staff members employed by educational institutions within the State of Nebraska. Each participating ESU contributes a $5,500 annual fee in general support of the projects; additionally, each participating school is assessed a fee for services provided under the Student Records System (SRS) fee structure.

    - **Improving Learning for Children with Disabilities (ILCD):** ILCD is a State self-assessment project that gathers information for Federal reporting requirements. The ILCD Project utilizes parent, teacher, and administration survey assessments. The survey results can be accessed via the ILCD website. The ESUCC's technology role includes purchasing, distributing, and scanning surveys. ESUCC staff provides technical assistance for the ILCD website and survey design.

    - **Project PARA:** Project PARA is a web-based method for school districts to provide introductory training for their para-educators. The project assists schools in meeting the para-educator training requirements of No Child Left Behind, Title 92 NAC 11, and the Individuals with Disabilities Education Act. Project PARA is a collaborative effort between the University of Nebraska, the NDE, and Nebraska ESUs.

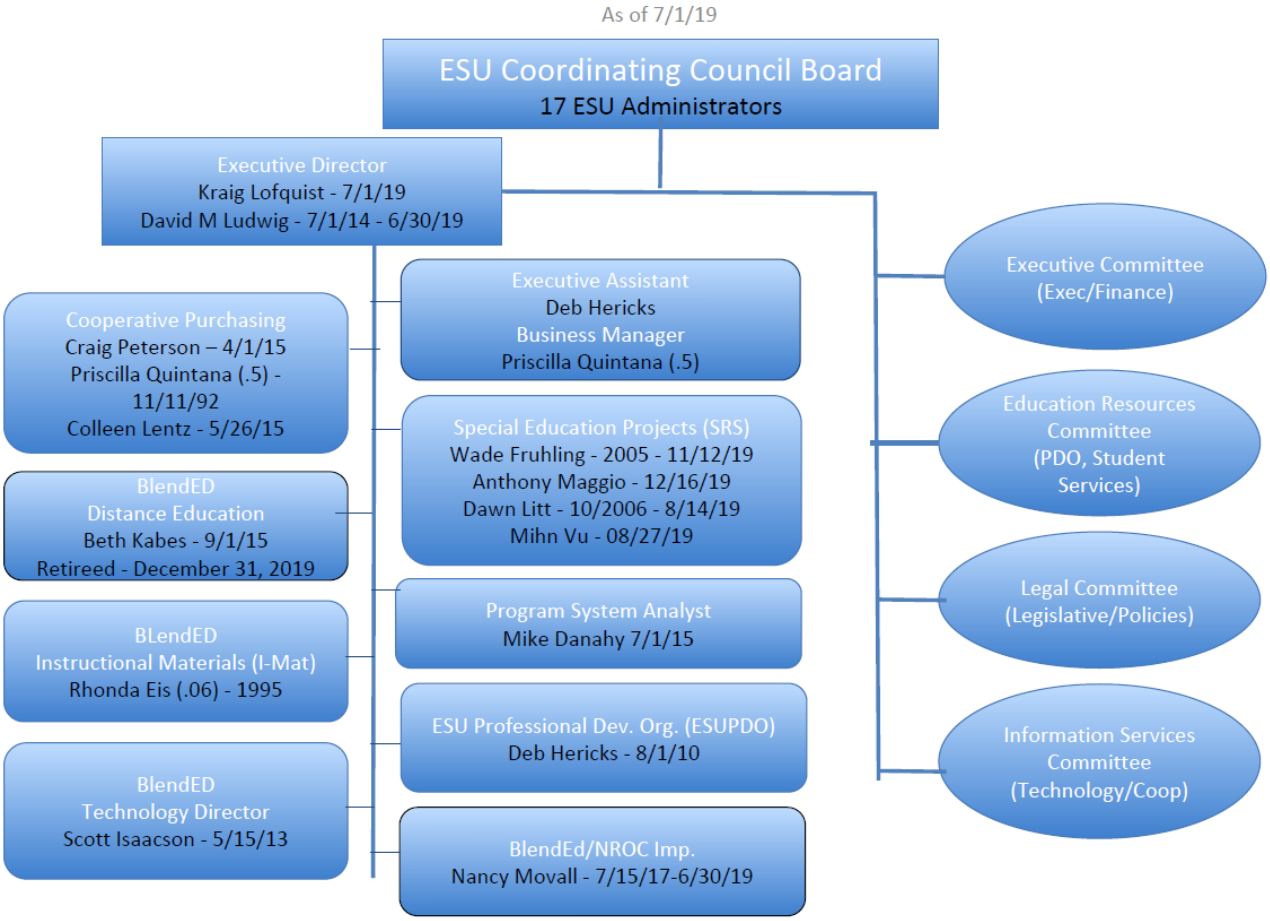
    - **Student Records System (SRS):** SRS is an online special education record-keeping system designed to create all special education documents required by Title 92 NAC 51, including IEP, MDT, IFSP, and all required notices. The SRS is a highly secured system that organizes and stores documents and provides easy access to files from anywhere via the internet. SRS training is provided across the State for district staff and college and university staff.

## MISSION STATEMENT

The mission of the ESUCC is to provide the most cost-effective educational support for the students, teachers, and school districts in each Nebraska educational service unit by facilitating statewide coordination of educational services and strategic planning.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**ORGANIZATIONAL CHART**



## KEY OFFICIALS AND AGENCY CONTACT INFORMATION

**Educational Service Unit Coordinating Council (ESUCC)**
**(Per State statute, Educational Service Unit (ESU) Executive Directors are Council members of the ESUCC and serve on the Council as long as they are in that position.)**

| Name | Title |
|---|---|
| Larianne Polk ESU 07 | Chairperson |
| Bill Heimann ESU 01 | Council member |
| Ted DeTurk ESU 02 | Council member |
| Dan J.Schnoes ESU 03 | Council member |
| Greg Robke ESU 04 | Council member |
| Brenda McNiff ESU 05 | Council member |
| John Skretta ESU 06 | Council member |
| Corey Dahl ESU 08 | Council member |
| Drew Harris ESU 09 | Council member |
| Melissa Wheelock ESU 10 | Council member |
| Greg Barnes ESU 11 | Council member |
| Andrew Dick ESU 13 | Council member |
| Paul Calvert ESU 15 | Council member |
| Deb Paulman ESU 16 | Council member |
| Geraldine Erickson ESU 17 | Council member |
| Sarah Salem ESU 18 | Council member |
| Connie Wickham ESU 19 | Council member |

**Educational Service Unit Coordinating Council**

| Name | Title |
|---|---|
| Kraig Lofquist | Executive Director |

Educational Service Unit Coordinating Council
6949 South 110th Street
LaVista, NE 68128
klofquist@esucc.org

# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

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State Auditor

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EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

## INDEPENDENT AUDITOR'S REPORT

Educational Service Unit Coordinating Council
La Vista, Nebraska

**Report on the Financial Statements**
We have audited the accompanying cash-basis financial statements of the governmental activities and the major fund of the Educational Service Unit Coordinating Council, as of and for the year ended August 31, 2019, and the related notes to the financial statements, which collectively comprise the Educational Service Unit Coordinating Council's basic financial statements, as listed in the Table of Contents.

***Management's Responsibility for the Financial Statements***
Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1. This includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***
Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Educational Service Unit Coordinating Council's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Opinions***
In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash-basis financial position of the governmental activities and the major fund of Educational Service Unit Coordinating Council as of August 31, 2019, and the respective changes in cash basis financial position for the year then ended in conformity with the basis of accounting described in Note 1.

***Emphasis of Matter – Basis of Accounting***
We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

***Report on Supplementary Information***
Our audit was conducted for the purpose of forming opinions on the financial statements, which collectively comprise the Educational Service Unit Coordinating Council's basic financial statements. Management's Discussion and Analysis, the Budgetary Comparison Schedule – Budget and Actual – General Fund, Notes to the Budgetary Comparison Schedule, and the Combining Schedule of Cash Basis Receipts and Disbursements – General Fund are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Combining Schedule of Cash Basis Receipts and Disbursements – General Fund is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Combining Schedule of Cash Basis Receipts and Disbursements – General Fund is fairly stated, in all material respects, in relation to the basic financial statements as a whole on the basis of accounting described in Note 1.

The Management's Discussion and Analysis, Budgetary Comparison Schedule – Budget and Actual – General Fund, and Notes to the Budgetary Comparison Schedule on pages 9 through 13, 25, and 36 herein have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

***Other Reporting Required by Government Auditing Standards***
In accordance with *Government Auditing Standards*, we have also issued our report dated March 10, 2020, on our consideration of the Educational Service Unit Coordinating Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Educational Service Unit Coordinating Council's internal control over financial reporting and compliance.

March 10, 2020

Zachary Wells, CPA
Audit Manager
Lincoln, Nebraska

# MANAGEMENT'S DISCUSSION AND ANALYSIS

Management of the Educational Service Unit Coordinating Council (ESUCC) provides the following discussion and analysis of the ESUCC's financial performance, as reflected in the financial report for the fiscal year ended August 31, 2019. Please read it in conjunction with the ESUCC's basic financial statements, which follow.

## OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the ESUCC's financial statements. The provisions of Statement No. 34 (Statement 34) of the Governmental Accounting Standards Board (GASB), "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments," established standards for external financial reporting for all State and local government entities. These standards require three components for the ESUCC's basic financial statements: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other information (Budgetary Comparison Schedule, and Combining Schedule of Cash Basis Receipts and Disbursements – General Fund) in addition to the basic financial statements. These components are described below:

### Government-Wide Financial Statements

These statements are intended to provide a broad view of the ESUCC's operations in a manner similar to the private sector, providing both a short-term and a long-term view of the ESUCC's financial position. The ESUCC prepared its government-wide statements on the cash basis of accounting. Under the cash basis, receipts are recognized when collected rather than when earned, and disbursements are recognized when paid rather than when incurred. Accordingly, the ESUCC's government-wide financial statements are not intended to present the financial position and results of operations in conformity with generally accepted accounting principles (GAAP) accepted in the United States of America. The government-wide financial statements include two statements, the Statement of Net Position and the Statement of Activities.

The *Statement of Net Position* on page 14 presents all of the ESUCC's assets on the cash basis, as described above.

The *Statement of Activities* on page 15 presents information showing how the ESUCC's net position changed during the reported year. Changes reported are on the cash basis, as described above. The statement of activities demonstrates the degree to which the direct disbursements of a given function or segment are offset by program receipts. Direct disbursements are those that are clearly identifiable with a specific function or segment. Program receipts include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Appropriations and other items not properly included among program receipts are reported, instead, as general receipts.

### Fund Financial Statements

This is the second set of financial statements presented in the report. Under GAAP, these statements would be different from the government-wide statements in that these statements would use a different accounting approach and focus on the near-term inflows and outflows of ESUCC operations.

The ESUCC has only one fund, the General Fund. GAAP classifies funds into three categories – Governmental Funds, Proprietary Funds, and Fiduciary Funds. The General Fund of an entity is classified as a Governmental Fund, as it accounts for all basic services. The Fund Financial Statements, which can be found on pages 16 and 17, provide detailed information about the ESUCC's General Fund. A fund is a method of accounting that uses a set of accounts to maintain accountability and control over specific sources of funding and spending for a particular activity or objective. GAAP requires governmental funds to use the modified accrual basis of accounting.

The five projects that make up the General Fund in addition to ESUCC Administration are: ESU Professional Development Organization (ESUPDO); Nebraska ESU Cooperative Purchasing Unit (Coop); Distance Education; Instructional Materials (I-Mat); and Special Education.

**Notes to the Financial Statements**
The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in all of the basic financial statements. The notes can be found beginning on page 18.

**Other Information**
Following the basic financial statements and the accompanying notes thereto is additional information that further explains and supports the information in such financial statements. The other information consists of the Budgetary Comparison Schedule – Budget and Actual – General Fund and notes, and the Combining Schedule of Cash Basis Receipts and Disbursements – General Fund. This information can be found beginning on page 25.

## FINANCIAL AND OPERATING HIGHLIGHTS

The ESUCC's Net Position for the fiscal year ended August 31, 2019, compared to the fiscal year ended August 31, 2018, decreased by $249,585. This decrease is primarily due to the fact that the ESUCC's fiscal year ends in the middle of the Coop Annual Buy timeframe; therefore, its end-of-the-year balance is directly affected by the timing of receipts of vendor administrative fees. The table on the following page provides a more detailed picture of the changes in net position.

## FINANCIAL ANALYSIS OF ESUCC AS A WHOLE

**Net Position**
The ESUCC's assets totaled $1,009,700 at August 31, 2019, as compared to $1,259,285 at August 31, 2018. Due to the preparation of the financial statements on a cash basis for fiscal years ended August 31, 2019, and August 31, 2018, there were no liabilities as of August 31, 2019, and as of August 31, 2018.

Unrestricted net position is all other net position that does not meet the definition of "restricted" or "invested in capital assets, net of related debt." The ESUCC's unrestricted net position totaled $1,009,700 as of August 31, 2019.

| | Net Position As of August 31 | |
|---|---|---|
| | **Cash Basis 2019** | **Cash Basis 2018** |
| ASSETS: | | |
| Cash and Cash Equivalents | $ 1,009,700 | $ 1,259,285 |
| **Total Assets** | 1,009,700 | 1,259,285 |
| NET POSITION: | | |
| Unrestricted | 1,009,700 | 1,259,285 |
| **Total Net Position:** | $ 1,009,700 | $ 1,259,285 |

As of August 31, 2019, and as of August 31, 2018, the ESUCC's assets consisted of cash and cash equivalents.

The ESUCC did not have any liabilities as of August 31, 2019, and as of August 31, 2018.

The ESUCC's net position was $1,009,700 and $1,259,285 as of August 31, 2019, and 2018, respectively. The ESUCC's net position may vary based on receipts and disbursements in Cooperative Purchasing as well as other ESUCC projects.

**Changes in Net Position**

The condensed financial information below was derived from the Government-Wide Statement of Activities and reflects how the ESUCC's net position changed during the year. Following the table is management's analysis of the changes in net position for the fiscal year ended August 31, 2019.

**Changes in Net Position**

| | Fiscal Year Ended August 31, 2019 Cash Basis | Fiscal Year Ended August 31, 2018 Cash Basis |
|---|---|---|
| Receipts: | | |
| Program Receipts | | |
| Charges for Services | $ 1,758,570 | $ 1,645,105 |
| Operating Grants and Contributions | 532,720 | 625,947 |
| General Receipts: | | |
| State Appropriations | 521,341 | 542,992 |
| Miscellaneous | 26,992 | 12,960 |
| **Total Receipts** | 2,839,623 | 2,827,004 |
| Disbursements: | | |
| ESU Professional Development | 906,964 | 961,044 |
| Distance Education Council | 367,247 | 340,105 |
| Special Education | 579,949 | 512,517 |
| Instructional Materials | 241,460 | 124,298 |
| Nebraska ESU Cooperative | 993,588 | 806,420 |
| **Total Disbursements** | 3,089,208 | 2,744,384 |
| Change in Net Position | (249,585) | 82,620 |
| **Net Position - Beginning** | 1,259,285 | 1,176,665 |
| **Net Position - Ending** | $ 1,009,700 | $ 1,259,285 |

**Receipts**

The largest single source of receipts for the ESUCC is charges for services. Charges for services are primarily receipts generated by the Nebraska ESU Cooperative Purchasing Unit for services provided to ESUs and school districts and program receipts for the various projects. Charges for services for the fiscal year ended August 31, 2019, were $1,758,570 and for the fiscal year ended August 31, 2018, were $1,645,105. ESUCC's charges for services increased largely due to increased instructional materials local receipts due to the re-alignment of Learn360 renewals to the ESUCC fiscal year.

The second largest source of receipts, during fiscal year 2019, is a grant from the Nebraska Department of Education. Total grants received during the fiscal year ended August 31, 2019, were $532,720 and for the fiscal year ended August 31, 2018, were $625,947. The decrease was caused by a decrease in Innovation Grant receipts during the year. Although the amount awarded for the grant stayed the same, receipts decreased due a timing difference of when award amounts were received

**Disbursements**

The largest purpose of disbursements for the ESUCC was for the Nebraska ESU Cooperative Purchasing, which were then provided to ESUs and school districts. Disbursements for these services for the fiscal year ended August 31, 2019, were $993,588 and for the fiscal year ended August 31, 2018, were $806,420. The increase in COOP disbursements was caused by schools and ESUs purchasing more items through the COOP in the current year than in the previous year.

The second largest purpose of disbursements for the ESUCC was for goods and services disbursed by the ESU Professional Development Organization (ESUPDO), which provides training for ESU employees statewide. Disbursements for these services for the fiscal year ended August 31, 2019, were $906,964 and for the fiscal year ended August 31, 2018, were $961,044. The largest cause of this decrease was a decrease in amounts charged to ESUs and schools for trainings, including threat assessment trainings.

The remaining disbursements for the ESUCC relate primarily to the various other programs managed by the ESUCC. Disbursements for various programs for the fiscal year ended August 31, 2019, were $1,188,656 and for the fiscal year ended August 31, 2018, were $976,920. The increase in these programs was caused primarily by an increase in Instructional Materials (I-Mat) program purchases.

## ANALYSIS OF ESUCC'S GENERAL FUND VARIATIONS

The table below provides a comparison of budgeted receipts and disbursements to actual receipts and disbursements.

| | Budget | Actual | Positive (Negative) Variance |
|---|---|---|---|
| Beginning Balance | $ 1,155,074 | $ 1,259,285 | $ 104,211 |
| Total Receipts | 5,327,266 | 2,839,623 | (2,487,643) |
| Total Disbursements | 5,327,266 | 3,089,208 | 2,238,058 |
| Net Increase (Decrease) | - | (249,585) | (249,585) |
| Ending Balance | $ 1,155,074 | $ 1,009,700 | $ (145,374) |

The largest variance between budgeted and actual receipts was Local Receipts, which were budgeted to be $2,802,024 but were actually $1,758,570. The majority of this variance can be explained primarily by the budgeted flow-through revenues included in the budget.

The largest variances between budgeted and actual disbursements were due to Purchased Services, which had budgeted $2,026,047 but incurred actual costs of $1,154,734. This difference is caused by the ESUCC budgeting for potential grants, which are unknown at the time the budget is prepared.

## FACTORS THAT WILL AFFECT THE FUTURE

Several factors influence the future of the ESUCC and its projects. Projects that are based on conditions of ESUs and school districts, as far as purchasing of products and services, tend to vary depending on the levels of participation in Cooperative Purchasing, and professional development. General economics have created an environment in which schools and ESUs have fewer resources available to buy goods and services. Additionally, State appropriations have been reduced for support of the ESUCC and the Distance Education program. These reductions will impact overall resources available for the foreseeable future. Long-term trends will include further strategic reorganization of projects and services to address the likelihood of a decrease in future resources. Strategic reorganization efforts impacting the future will include organizing professional development services under a new structure that will allow for the development of new statewide projects. Additionally, existing projects in technology are being organized to manage most efficiently and effectively the changing environment in educational technology. Future fiscal years will continue to combine efforts in instructional materials and distance education under a "BlendEd" initiative. Similarly, professional development efforts will include new statewide projects and services. Future projects and services of the ESUCC will be maintained through expanded partnerships and possibly through statewide grants or contracts facilitated by the ESUCC.

## CONTACTING ESUCC'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens and taxpayers a general overview of the ESUCC's finances and to demonstrate the ESUCC's accountability for the money with which it is entrusted. If you have questions about this report or need additional financial information, contact Kraig Lofquist, Educational Service Unit Coordinating Council Executive Director, 6949 South 110th Street, LaVista, Nebraska, 68128. The telephone number is (402) 597-4915, and the email address is klofquist@esucc.org.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**STATEMENT OF NET POSITION - CASH BASIS**

August 31, 2019

| | Governmental Activities |
|---|---|
| ASSETS | |
| Cash and Cash Equivalents | $ 1,009,700 |
| Total Assets | 1,009,700 |
| NET POSITION | |
| Unrestricted | 1,009,700 |
| Total Net Position | $ 1,009,700 |

The accompanying notes are an integral part of the financial statements.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**STATEMENT OF ACTIVITIES - CASH BASIS**

For the Year Ended August 31, 2019

| FUNCTIONS/PROGRAMS: | Disbursements | Program Receipts: Charges for Services | Program Receipts: Operating Grants and Contributions | Net (Disbursements), Receipts, and Changes in Net Position: Total Governmental Activities |
|---|---|---|---|---|
| Primary Government | | | | |
| ESU Professional Development | $ 906,964 | $ 174,032 | $ 268,980 | $ (463,952) |
| Distance Education Council | 367,247 | 5,121 | 154,545 | (207,581) |
| Special Education | 579,949 | 508,490 | 109,195 | 37,736 |
| Instructional Materials: | | | | |
| General Administration | 102,287 | 227,851 | - | 125,564 |
| I-Mat Program Purchases | 139,173 | - | - | (139,173) |
| Nebraska ESU Cooperative Purchasing: | | | | |
| General Administration | 431,339 | 843,076 | - | 411,737 |
| Coop Program Purchases | 562,249 | - | - | (562,249) |
| Total Governmental Activities | $ 3,089,208 | $ 1,758,570 | $ 532,720 | (797,918) |
| General Receipts: | | | | |
| State Appropriations | | | | 521,341 |
| Miscellaneous | | | | 26,992 |
| Total General Receipts | | | | 548,333 |
| Change in Net Position | | | | (249,585) |
| Net Position - Beginning | | | | 1,259,285 |
| Net Position - Ending | | | | $ 1,009,700 |

The accompanying notes are an integral part of the financial statements.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**STATEMENT OF CASH BASIS ASSETS AND FUND BALANCE**
**GOVERNMENTAL FUND**
August 31, 2019

| | General Fund |
|---|---|
| ASSETS: | |
| Cash and Cash Equivalents | $ 1,009,700 |
| Total Assets | $ 1,009,700 |
| FUND BALANCE: | |
| Unassigned | 1,009,700 |
| Total Fund Balance | $ 1,009,700 |

The accompanying notes are an integral part of the financial statements.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND CHANGES IN CASH BASIS FUND BALANCE**
**GOVERNMENTAL FUND**
For the Fiscal Year Ended August 31, 2019

| | General Fund |
|---|---|
| RECEIPTS: | |
| Local | $ 1,758,570 |
| State - Appropriations | 521,341 |
| State - Grants (Neb. Dept. of Ed) | 532,720 |
| Miscellaneous | 26,992 |
| Total Receipts | 2,839,623 |
| DISBURSEMENTS: | |
| Purchased Services (Note 6) | 1,154,734 |
| General Administration | 227,602 |
| Supplies | 4,977 |
| Capital Outlay | 29,847 |
| Computer Software and Other Equipment | 81,091 |
| Travel | 27,322 |
| Network Operations Committee (NOC) | 13,460 |
| Staff Development Affiliate (SDA) | 21,276 |
| ESU Special Populations Directors (ESPD) | 1,857 |
| Teaching and Learning with Technology (TLT) | 10,685 |
| Innovation Grant (Note 6) | 776,719 |
| Legal Settlement | 33,333 |
| Distance Education Program Purchases | 3,331 |
| I-Mat Program Purchases | 139,173 |
| Special Education Program Purchases | 1,552 |
| Coop Program Purchases | 562,249 |
| Total Disbursements | 3,089,208 |
| Excess (Deficiency) of Receipts Over (Under) Disbursements | (249,585) |
| Fund Balance - Beginning | 1,259,285 |
| Fund Balance - Ending | $ 1,009,700 |

The accompanying notes are an integral part of the financial statements.

## 1. Summary of Significant Accounting Policies

### *A. Organization*

The Educational Service Unit Coordinating Council (ESUCC) was created in statute to coordinate statewide activities of Nebraska's 17 Educational Service Units (ESUs). The governing body for the ESUCC consists of an Administrator Representative from each of the 17 ESUs and an Executive Director. The ESUCC was created by LB 603 (2007) and officially came into existence, according to statute, on July 1, 2008. Neb. Rev. Stat. § 79-1246(1) (Reissue 2014) outlines the ESUCC's general responsibilities and duties as follows:

> *The Educational Service Unit Coordinating Council shall work toward statewide coordination to provide the most cost-effective services for the students, teachers, and school districts in each educational service unit. The council's duties include, but are not limited to:*
>
> > *(a) Preparation of strategic plans to assure the cost-efficient and equitable delivery of services across the state;*
> >
> > *(b) Administration of statewide initiatives and provision of statewide services; and*
> >
> > *(c) Coordination of distance education.*

Prior to the creation of the ESUCC by the Nebraska Legislature, the 17 ESUs worked in partnership to provide statewide activities. Based on the above statutory authority, the ESUCC decided that all statewide activities offered in partnership by the ESUs would be placed under the umbrella of the ESUCC. Although identified separately in the "ESUCC Admin and Professional Development Organization" column of the Combining Schedule, the ESUCC reports the general administrative costs of the ESUCC overall, along with the ESU Professional Development Organization (ESUPDO) project costs. The ESUCC contracts with ESU 17 to provide all staff for the ESUCC. This is accomplished annually by ESU 17 developing employment contracts with all ESUCC project employees, including the Executive Director of the ESUCC. Thus, all ESUCC project employees and the ESUCC Executive Director are ESU 17 employees. Through an interlocal agreement, the ESUCC reimburses ESU 17 for all salaries and benefits for these employees.

The following is a brief description of each statewide project budgeted for and administered by the ESUCC:

- **ESU Professional Development Organization (ESUPDO):** The ESUPDO serves as a collaborative effort to provide training for ESU employees statewide. Professional development is among the core services identified by State statute for ESUs.

- **Distance Education:** Distance Education originated with the Distance Education Council, which was formed by legislation in 2006 and has since evolved into a program under the ESUCC. Neb. Rev. Stat. § 79-1248 (Reissue 2014) includes, among the powers and duties of the ESUCC, various responsibilities pertaining to the operation of the State's distance education network.

- **Nebraska ESU Cooperative Purchasing (Coop):** Coop provides cooperating purchasing services to Educational Service Unit Member schools throughout the State of Nebraska.

- **Instructional Materials (I-Mat):** I-Mat is a statewide project that purchases rights to media materials and makes them available through local ESUs in a variety of formats.

**1. Summary of Significant Accounting Policies** (Continued)

- **Special Education (SPED) Projects:** The purpose of the SPED Projects is for participating parties to pool their resources in connection with the special education services and for the training of special education teachers and other staff members employed by educational institutions within the State of Nebraska.

- **BlendEd Initiative (Technology Direction):** In May 2013, the position of Technology Director was formed to coordinate this work across the ESUCC project areas. Projects involved in this effort are the Distance Education and I-Mat, including Learning Object Repository. Blended education calls for making strategic choices about when face-to-face (synchronous) instruction is needed and when and how online (asynchronous) instruction can be best used to provide elements of student control over time, place, path, and pace and provide more equity, efficiency, and flexibility.

### *B. Reporting Entity*

The ESUCC is a governmental entity established under and governed by the laws of the State of Nebraska. In evaluating how to define the ESUCC for financial reporting purposes, all potential component units have been considered. The basic – but not the only – criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, and the ability to influence significantly operations and accountability for fiscal matters. Based upon the above criteria, the accompanying financial statements include all funds for which the ESUCC has oversight responsibility. The ESUCC does not have any component units and has only one fund – the General Fund. The ESUCC is not considered a component unit of any other governmental entity.

### *C. Government-Wide and Fund Financial Statements*

The basic financial statements include both government-wide and fund financial statements. The reporting model, based on GASB Statement 34, focuses on the ESUCC as a whole in the government-wide financial statements and major individual funds in the fund financial statements. The government-wide financial statements report information on all of the activities of the primary government and any component units. The ESUCC has only one fund – the General Fund – and has no component units. Governmental activities, which normally are supported by taxes and intergovernmental receipts, are reported separately.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct disbursements are those that are clearly identifiable with a specific function or segment. Program receipts include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Appropriations and other items not properly included among program receipts are reported instead as general receipts.

### *D. Fund Types*

The accounts of the ESUCC are organized on the basis of funds. The ESUCC has only one governmental fund type – the General Fund.

**1. Summary of Significant Accounting Policies** (Continued)

***E. Basis of Accounting***

The ESUCC prepares its financial statements, both its governmental-wide and fund statements, on the cash basis of accounting. Under the cash basis of accounting, receipts are recognized when collected rather than when earned, and disbursements are recognized when paid rather than when incurred. Consequently, these financial statements are not intended to present financial information in accordance with generally accepted accounting principles.

***F. Cash and Cash Equivalents***

In addition to the ESUCC's bank account, this classification includes all short-term investments, such as certificates of deposit, and investments in the Nebraska Public Agency Investment Trust (NPAIT), having original maturities of less than two years. NPAIT deposits and investments include certificate of deposits, demand deposit accounts, repurchase agreements, and government agency securities. These investments are valued at amortized cost, which approximates fair value due to the short-term nature of the investments.

***G. Basis of Presentation***

The ESUCC adopted the provisions of Statement No. 34 (Statement 34) of the Governmental Accounting Standards Board (GASB), "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments." Statement 34 established standards for external financial reporting for all State and local government entities, which includes government-wide financial statements, fund financial statements, and the classification of net position into three components: (a) invested in capital assets, net of related debt; (b) restricted; and (c) unrestricted. The ESUCC reported only unrestricted net position.

***H. Net Position Classification***

*Government-Wide Statements.* Net Position is displayed as unrestricted net position. Unrestricted net position is all other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

*Fund Financial Statements.* Governmental fund equity is classified as fund balance. ESUCC has designated its fund balance as Unassigned. Unassigned fund balance is the portion of the General Fund that is not restricted, committed, or assigned for a specific purpose.

***I. Capital Assets***

Capital assets are recorded as disbursements at the time of purchase. This differs from generally accepted accounting principles, which require capital assets to be capitalized and depreciated over the life of the asset.

***J. Estimates***

The preparation of financial statements in conformity with the cash basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**1. Summary of Significant Accounting Policies** (Concluded)

***K. Compensated Absences***

The ESUCC contracts with ESU 17, through an interlocal agreement, to provide staffing for the ESUCC. The ESUCC has entered into negotiated agreements with contracted personnel. In those agreements, the ESUCC has agreed to provide benefits for personal and sick leave. In accordance with the cash basis of accounting, these benefits are recorded as a disbursement when paid.

**2. Deposits and Investments**

Listed below is a summary of the deposit and investment portfolio that comprises the Cash and Cash Equivalents on the ESUCC's August 31, 2019, basic financial statements.

**Deposits** – Custodial credit risk is the risk that, in the event of a bank failure, a government's deposits may not be returned to it. At August 31, 2019, the ESUCC held bank deposits and also held funds in certificates of deposits, demand deposits, and money market accounts with the Nebraska Public Agency Investment Trust (NPAIT).

The NPAIT was established in June 1996 through the Interlocal Cooperation Act and commenced operations on July 25, 1996. The NPAIT was established to assist public bodies throughout the State of Nebraska with the investment of their available cash reserves. Participation in the investment trust is voluntary for its members. The objective of the NPAIT is to provide its owner members with a conservative and effective investment alternative tailored to the needs of its members. The NPAIT currently consists of and operates one portfolio and a fixed-term account. The NPAIT portfolio management generally follows established investment criteria developed by the Securities and Exchange Commission (SEC) for money market funds designed to offer acceptable yield while maintaining liquidity. The NPAIT is not registered with the SEC as an investment company. For a copy of the most recent audit report for the NPAIT, which is as of June 30, 2019, contact Kraig Lofquist, Executive Director, Educational Service Unit Coordinating Council, 6949 South 110th Street, LaVista, Nebraska, 68128. The telephone number is (402) 597-4915, and the email address is klofquist@esucc.org.

The ESUCC's bank balance and carrying amount of cash and cash equivalents at August 31, 2019, are set out below:

| | Bank Balance | Carrying Amount |
|---|---|---|
| Bank Deposits | $ 50,880 | $ (75,092) |
| NPAIT Investments | 1,084,792 | 1,084,792 |
| **Total** | **$ 1,135,672** | **$ 1,009,700** |

**Bank Deposits** – The ESUCC does not have a policy for custodial credit risk associated with deposits.

The ESUCC is required by State statute to collateralize bank deposits in excess of federally insured amounts. The bank deposits at August 31, 2019, were covered by the Federal Depository Insurance Corporation (FDIC).

The carrying amount for the Bank Deposit is negative because at August 31, 2019, the outstanding checks exceeded the bank balance. However, the NPAIT account sends funds to the bank account when checks clear the bank.

**2. Deposits and Investments** (Concluded)

**Investments** – The NPAIT may legally invest in direct obligations of, as well as other obligations guaranteed as to principal by, the U.S. Treasury and U.S. Agency and Instrumentalities and in bank repurchase agreements. It may also invest in guaranteed student loans, loans guaranteed by the Small Business Administration, Federal Home Administration, or any other agency of the United States, as well as any other type of investment permitted for public agencies by State law. At June 30, 2019, all of the NPAIT's investments in U.S. agencies and repurchase agreements mature in a period of less than two years.

At August 31, 2019, the ESUCC had $1,084,972 in NPAIT investments. These investments consisted of government agency securities and repurchase agreements, which were collateralized by U.S. government securities.

The ESUCC is exposed to the risks noted below in relation to its investments in the NPAIT. The ESUCC does not have a policy for these risks.

*Interest Rate Risk* – As a means of limiting its members' exposure to fair value losses resulting from rising interest rates, all of the NPAIT's investments have maturities of less than two years.

*Credit Risk* – Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. According to the latest audit report on the NPAIT, as of June 30, 2019, the NPAIT's investments in government agency securities were rated as AA+.

*Custodial Credit Risk* – Custodial credit risk is the risk that, in the event of the failure of the counterparty, the NPAIT will not be able to recover the value of its investment or collateral securities that are in the possession of the outside party.

The ESUCC has no specific policy as to credit risk. All of the underlying securities for the NPAIT investments in repurchase agreements at June 30, 2019, the latest audit report date for the NPAIT, are held by the counterparties in the NPAIT's name.

*Concentration of Credit Risk* – The NPAIT places no limit on the amount that may be invested in any one issuer.

Reconciliation of deposits and investments for the ESUCC to Cash and Cash Equivalents on the Statement of Net Position, as of August 31, 2019, is as follows:

| | | |
|---|---|---|
| **Carrying Value:** | | |
| Bank Deposits | $ | (75,092) |
| NPAIT Investments | | 1,084,792 |
| **Total** | $ | 1,009,700 |

**3. Contingencies and Commitments**

***Risk Management*** – The ESUCC is exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets, errors, or omissions, injuries to employees, and natural disasters. During the fiscal year, the ESUCC chose to purchase the following commercial insurance policies to cover these risks:

**3. Contingencies and Commitments** (Concluded)

| | Limit | Deductible |
|---|---|---|
| Personal Property Coverage (per location) | $ 1,000 to $200,000 | $ 500 |
| Electronic Data Processing Equip. (Various Coverage types from $5,000 to $50,000. With limits from $10,000 to $200,000.) | $ 200,000 | $ 1,000 |
| Commercial General Liability (Each Occurrence limit-$1,000,000, Aggregate Limit-$2,000,000) | $ 2,000,000 | $ - |
| Commercial Umbrella Liability Coverage (Each Occurrence limit-$1,000,000, Aggregate Limit-$1,000,000) | $ 1,000,000 | $ - |
| Automobile (Non-Owned & Hired) Liability | $ 1,000,000 | $ - |
| Automobile (Comprehensive, Collision) | $ 50,000 | $ 250 |
| Workers' Compensation Insurance | $ 500,000 | $ - |
| Transportation Coverage | $ 300,000 | $ 1,000 |

No insurance claims resulting from these risks were filed during the fiscal year by the ESUCC. Settled claims resulting from these risks have not exceeded the above coverage in the past three years.

**4. School Retirement**

**Plan Description**

The ESUCC contracts with ESU 17 to provide all staff for the ESUCC. Thus, all of the ESUCC project employees and the ESUCC Executive Director are ESU 17 employees. Through an interlocal agreement, the ESUCC agreed to reimburse ESU 17 for all salaries and benefits for these employees. Benefits provided by the ESUCC included retirement benefits, as ESU 17 employees are eligible to be members of the Nebraska School Employees Retirement System. Thus, ESU 17 contributes to the Nebraska School Employees Retirement System on behalf of the ESUCC from retirement contributions collected from the ESUCC. The Nebraska School Employees Retirement System is a cost-sharing, multiple-employer defined benefit pension plan administered by the Nebraska Public Employees Retirement System (NPERS). NPERS provides retirement and disability benefits to plan members and beneficiaries. The School Employees Retirement Act establishes benefit provisions. NPERS issues a publicly available financial report that includes financial statements and required supplementary information for NPERS. That report may be obtained by writing NPERS, 1526 K Street, Suite 400, P.O. Box 94816, Lincoln, NE, 68509-4816, or by calling 1-800-245-5712.

Plan members were required to contribute 9.78% of their annual covered salary from September 1, 2018, to August 31, 2019. The ESUCC is required to contribute 101% of the employee contribution. The contribution requirements of the plan members and the ESUCC are established by the Nebraska statutes. For the fiscal year ended August 31, 2019, the ESUCC employees contributed $112,210, and the ESUCC contributed $113,332, which equaled the required contribution. For the fiscal years ended August 31, 2018, and August 31, 2017, the ESUCC employees contributed $112,034 and $101,404, respectively, and the ESUCC contributed $113,155 and $102,418 respectively, which equaled the required contribution.

## 5. Lease Commitments

ESUCC leases office facilities under operating leases. The future minimum annual lease payments are as follows:

| Year | Governmental Activities |
|---|---|
| 2020 | $ 25,270 |
| 2021 | 768 |
| Total | $ 26,038 |

Operating lease payments for the year ended August 31, 2019, totaled $38,874.

## 6. Reclassification

The ESUCC records in its general ledger employee salaries and benefits; however, the ESUCC staff are ESU 17 employees, as the ESUCC contracts through an interlocal agreement with ESU 17 to provide staffing for the ESUCC, making all employees of the ESUCC contract employees. To better reflect the nature of these disbursements, $1,074,193 of salaries and wages was classified as Purchased Services and $273,575 was classified as Innovation Grant disbursements on the Statement of Cash Receipts, Disbursements, and Changes in Cash Basis Fund Balance.

## 7. Accounts Receivable

At August 31, 2019, the ESUCC had $269,179 in accounts receivable. In accordance with the cash basis of accounting, these receivables are not recorded on the financial statements. They are recorded as receipts on the financial statements when the ESUCC receives the funds.

## 8. Unemployment Compensation Insurance

The ESUCC has adopted the reimbursable option of the State's Unemployment Compensation Insurance Program. Under this option, a claimant would receive unemployment compensation from the State. The ESUCC is liable to reimburse the State the actual amount of the claim(s).

## 9. Related Parties

The governing body for the ESUCC consists of the Administrator from each of the 17 ESUs across the State. The ESUCC coordinates statewide activities and provides services for the 17 ESUs. In turn, the ESUCC bills each of the ESUs for those services.

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

**BUDGETARY COMPARISON SCHEDULE**
**BUDGET AND ACTUAL**
**GENERAL FUND**
For the Fiscal Year Ended August 31, 2019

| | Budget (Original/Final) | Actual | Positive (Negative) Variance with Final Budget |
|---|---|---|---|
| RECEIPTS: | | | |
| Local | $ 2,802,024 | $ 1,758,570 | $ (1,043,454) |
| State - Appropriations | 521,341 | 521,341 | - |
| State - Grants (Neb. Dept. of Ed) | 1,153,901 | 532,720 | (621,181) |
| Federal | 850,000 | - | (850,000) |
| Miscellaneous | - | 26,992 | 26,992 |
| Total Receipts | 5,327,266 | 2,839,623 | (2,487,643) |
| DISBURSEMENTS: | | | |
| Purchased Services | 2,026,047 | 1,154,734 | 871,313 |
| General Administration | 418,020 | 227,602 | 190,418 |
| Supplies | 4,250 | 4,977 | (727) |
| Capital Outlay | 23,621 | 29,847 | (6,226) |
| Computer Software and Other Equipment | 73,589 | 81,091 | (7,502) |
| Travel | 43,222 | 27,322 | 15,900 |
| Network Operations Committee (NOC) | 50,050 | 13,460 | 36,590 |
| Staff Development Affiliate (SDA) | 39,330 | 21,276 | 18,054 |
| ESU Special Populations Directors (ESPD) | 1,000 | 1,857 | (857) |
| Teaching and Learning with Technology (TLT) | - | 10,685 | (10,685) |
| Innovation Grant | 953,904 | 776,719 | 177,185 |
| Legal Settlement | 33,333 | 33,333 | - |
| Distance Education Program Purchases | - | 3,331 | (3,331) |
| I-Mat Program Purchases | 257,600 | 139,173 | 118,427 |
| Special Education Program Purchases | - | 1,552 | (1,552) |
| Coop Program Purchases | 1,203,300 | 562,249 | 641,051 |
| Project PARA | 200,000 | - | 200,000 |
| Total Disbursements | 5,327,266 | 3,089,208 | 2,238,058 |
| Excess (Deficiency) of Receipts Over (Under) Disbursements | - | (249,585) | (249,585) |
| Fund Balance - Beginning | 1,155,074 | 1,259,285 | 104,211 |
| Fund Balance - Ending | $ 1,155,074 | $ 1,009,700 | $ (145,374) |

See Notes to Other Information.

## NOTES TO THE SUPPLEMENTARY INFORMATION

For the Fiscal Year Ended August 31, 2019

### BUDGETARY COMPARISON SCHEDULE

*Basis of Budgeting* – The ESUCC prepares its budget on the cash basis, which is consistent with the financial statement presentation.

*Budget Process and Property Taxes* – The ESUCC follows these procedures in establishing the budgetary data reflected in the accompanying statements:

- Public hearings are conducted at public meetings to obtain taxpayer comments.

- Prior to September 20, the budget is legally adopted by the Board through passage of a resolution. Total disbursements may not legally exceed total appropriations. Appropriations lapse at year end, and any revisions thereto require Board approval.

**COMBINING SCHEDULE OF CASH BASIS RECEIPTS AND DISBURSEMENTS**
**GENERAL FUND**
For the Fiscal Year Ended August 31, 2019

| | ESUCC Admin and Professional Development Organization | Distance Education Council | Instructional Materials | Special Education | Nebraska ESU Cooperative Purchasing | Total General Fund |
|---|---|---|---|---|---|---|
| RECEIPTS: | | | | | | |
| Local | $ 174,032 | $ 5,121 | $ 227,851 | $ 508,490 | $ 843,076 | $ 1,758,570 |
| State - Appropriations | 250,953 | 270,388 | - | - | - | 521,341 |
| State - Grants (Neb. Dept. of Ed) | 268,980 | 154,545 | - | 109,195 | - | 532,720 |
| Miscellaneous | 26,992 | - | - | - | - | 26,992 |
| Total Revenues | $ 720,957 | $ 430,054 | $ 227,851 | $ 617,685 | $ 843,076 | $ 2,839,623 |
| DISBURSEMENTS: | | | | | | |
| Purchased Services | $ 199,576 | $ 215,391 | $ 91,111 | $ 385,309 | $ 263,347 | $ 1,154,734 |
| General Administration | 132,107 | 13,009 | 9,378 | 22,461 | 50,647 | 227,602 |
| Supplies | 1,183 | 1,774 | 116 | 1,277 | 627 | 4,977 |
| Capital Outlay | 3,862 | 25,985 | - | - | - | 29,847 |
| Computer Software and Other Equipment | 120 | 70 | 5 | 5,523 | 75,373 | 81,091 |
| Travel | 13,634 | 2,134 | 1,677 | 1,865 | 8,012 | 27,322 |
| Network Operations Committee (NOC) | 13,460 | - | - | - | - | 13,460 |
| Staff Development Affiliate (SDA) | 21,276 | - | - | - | - | 21,276 |
| ESU Special Populations Directors (ESPD) | 1,857 | - | - | - | - | 1,857 |
| Teaching and Learning with Technology (TLT) | 10,685 | - | - | - | - | 10,685 |
| Innovation Grant | 509,204 | 105,553 | - | 161,962 | - | 776,719 |
| Legal Settlement | - | - | - | - | 33,333 | 33,333 |
| Distance Education Program Purchases | - | 3,331 | - | - | - | 3,331 |
| I-Mat Program Purchases | - | - | 139,173 | - | - | 139,173 |
| Special Education Program Purchases | - | - | - | 1,552 | - | 1,552 |
| Coop Program Purchases | - | - | - | - | 562,249 | 562,249 |
| Total Disbursements/Expenditures | $ 906,964 | $ 367,247 | $ 241,460 | $ 579,949 | $ 993,588 | $ 3,089,208 |

# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

Charlie Janssen
State Auditor

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402-471-2111, FAX 402-471-3301
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EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

## INDEPENDENT AUDITOR'S REPORT

Educational Service Unit Coordinating Council
LaVista, Nebraska

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and major fund of the Educational Service Unit Coordinating Council, as of and for the year ended August 31, 2019, and the related notes to the financial statements, which collectively comprise the Educational Service Unit Coordinating Council's basic financial statements, and have issued our report thereon dated March 10, 2020. The report notes that the financial statements were prepared on the basis of cash receipts and disbursements.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Educational Service Unit Coordinating Council's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Educational Service Unit Coordinating Council's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Educational Service Unit Coordinating Council's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Additional items**

We noted certain matters that we reported to the management of the Educational Service Unit Coordinating Council in a separate letter dated March 10, 2020.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, not to provide an opinion on the effectiveness of the Educational Service Unit Coordinating Council's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Educational Service Unit Coordinating Council's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

March 10, 2020

Zachary Wells, CPA
Audit Manager
Lincoln, Nebraska

# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

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State Auditor

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March 10, 2020

Educational Service Unit Coordinating Council
LaVista, Nebraska

Dear Council:

We have audited the basic financial statements of the Educational Service Unit Coordinating Council (ESUCC) for the fiscal year ended August 31, 2019, and have issued our report thereon dated March 10, 2020. In planning and performing our audit of the basic financial statements of the ESUCC, we considered internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements. An audit does not include examining the effectiveness of internal control and does not provide assurance on internal control. We also performed tests of the ESUCC's compliance with certain provisions of laws, regulations, contracts, and grants.

During our audit, we noted certain matters involving internal control over financial reporting and other operational matters that are presented here. This comment and recommendation is intended to improve the internal control over financial reporting or result in operational efficiencies in the following area:

**Segregation of Duties**

During our review of the ESUCC receipt and capital asset processes, as well as our testing of selected transactions, we noted a lack of segregation of duties. We also noted compensating controls adopted by the ESUCC. However, these compensating controls do not completely eliminate the risk of errors or fraud occurring and going undetected. We noted the following:

- Receipts: There is a lack of segregation of duties over the receipts process due to two employees having the ability to perform all of the following processes: receive checks and record initial control, perform the deposit entry, and reconcile the deposit document to the general ledger. We noted that compensating controls were in place during the fiscal year, including when all steps of the deposit process were performed by a single person, the deposit slip and ledger were reviewed and initialed by a second person, and deposits, bank statements, and reconciliation reports were reviewed and approved by the ESUCC.

- Capital Assets: There is a lack of segregation of duties over the capital assets process. Five employees had the ability to add capital assets to, as well as remove them from, the accounting records. The ESUCC stated that it had compensating controls in place during the fiscal year, including a review of capital asset activity at the monthly staff meetings.

A similar finding was noted in the previous reports.

A good internal control plan involves an adequate segregation of duties to ensure that no one person is in a position both to perpetuate and to conceal errors or irregularities. When one individual is able to perform all phases of a transaction, there is an increased risk for errors or fraud to occur and go undetected, resulting in loss or misuse of ESUCC funds.

We recommend the ESUCC review its staffing and assignments to determine if an adequate segregation of duties can be obtained, so no one individual is able to process a transaction from being to end. If an adequate segregation of duties cannot be obtained, we recommend the ESUCC continue monitoring to ensure compensating controls are in place and effective.

*ESUCC Response: Receipts - We will continue to monitor and ensure compensating controls are in place and effective. We will also continue to ensure that all transactions are reviewed and approved by multiple personnel. We will continue to review at monthly budget meetings, FAB Committee meetings, and ESUCC Board meetings.*

*Capital Assets - We will continue to monitor during monthly budget meetings and scheduled staff meetings for review and documentation.*

* * * * *

It should be noted this report is critical in nature, as it contains only our comments and recommendations on the areas noted for improvement and does not include our observations on any strong features of the ESUCC.

Draft copies of this report were furnished to the ESUCC to provide management with an opportunity to review the report and to respond to the comment and recommendation included in this report. The formal response received has been incorporated into this report. A response that indicates corrective action has been taken was not verified at this time, but it will be verified in the next audit.

This report is intended solely for the information and use of the ESUCC, the appropriate Federal and regulatory agencies, and citizens of the State of Nebraska, and it is not intended to be, and should not be, used by anyone other than these specified parties. However, this report is a matter of public record, and its distribution is not limited.

Sincerely,

Zachary Wells, CPA
Audit Manager

| New Name | Information Services | Education Resources | Legal | Executive |
|---|---|---|---|---|
| | Technology | PDO/Student Services | Legislative (policies)/ COOP | Executive/Finance |
| | 11:30-1:30 PM Central | 1:45-2:45 PM Central | 3:00-4:00 PM Central | 4:15-5:15 PM Central |
| Bill Heimann, ESU 1 (2) | X | | | X Secretary |
| Ted DeTurk, ESU 2 (2) | X Chair | X | | |
| Dan Schnoes, ESU 3 (2) | | | X | X President Elect |
| Gregg Robke, ESU 4 (2) | X | | X | |
| Brenda McNiff, ESU 5 (2) | X | X - possible new Chair | | |
| **John Skretta, ESU 6 (1)** | | | X Co-Chair | |
| Larianne Polk, ESU 7 (2) | | | X | X President |
| **Corey Dahl, ESU 8 (1)** | **X** | | | |
| **Drew Harris, ESU 9 (1)** | | X | | |
| Melissa Wheelock, ESU 10 (2) | X Vice Chair | | X | |
| Greg Barnes, ESU 11 (2) | | **X** | X Co-Chair | |
| **Andrew Dick, ESU 13 (1)** | | | X | |
| Paul Calvert, ESU 15 (2) | | | X | X Past President |
| Deb Paulman, ESU 16 (2) | X | X - Possible V.Chair | | |
| Geraldine Erickson, ESU 17 (2) | | X | | X Treasurer |
| **Sarah Salem, ESU 18 (1)** | | X | | |
| Connie Wickham, ESU 19 (2) | X | X | | |
| Membership (28) | 8 | 8 | 8 | 5 |

**PROJECT NAME:** Digital Learning Projects – Special Projects
**REPORTED BY:** Rhonda Eis – Information provided by Blended Project leaders
**REPORT PERIOD:** May 2020

## Blended Learning – Special Projects

## ESU Remote Learning Support

- **Promotional Video:** https://youtu.be/LdNrmn22b2g

- **More Information:** ESU Remote Learning Support

- **Friday Webinars through May**
  - 1:00pm -2:00pm (CT) for Elementary
  - 2:00pm -3:00pm CT) for MS/HS
  - Currently over 350 people have participated since start up. (Representing ALL ESUs)
  - Includes:
    - Introduction to the Resources
    - Interview -TLT Special Project Participant sharing a Remote Learning Plan
    - Breakout Rooms: Discussion, Specific Tool Overviews

- **May Virtual Workshops**
  - May 27, 9:00am -12:00pm (CT) for Elementary
  - May 28, 9:00am -12:00pm (CT) for MS/HS
  - Currently have 143 individuals registered. (Representing ALL ESUs)
  - Includes:
    - Overview Remote Learning Best Practices (Enrichment & Educational Opportunities)
    - Investigate Remote Learning Plans put forth by TLT Special Project Participants
    - Time to create a Remote Learning Plan

- **June Future Ready Virtual Conference**
  - June 15 & 16, 9:00am -12:00pm (CT)
  - Currently have 256 individuals registered.

# We Are Here to Help With Remote Learning

Nebraska Educators Supporting Nebraska Educators

Our Response in Support of Remote Learning

## A Recap from Last Week's Webinar

**Number of Participants:** 106 Educators

**4/24 Elementary Recording:** Watch the Webinar

**4/24 Secondary Recording:** Watch the Webinar

## This Week's Featured Teachers

**Deb Bulin**
Math Teacher, Thayer Central

**Sarah Davenport**
3rd Grade Teacher, Westside

## Friday Webinars
(Free Online)

**Real Teachers Sharing Real Remote Learning Plans**

Elementary: 1-2pm CST
MS/HS: 2-3pm CST

**Register Now**

## May Workshop
(Free Online)

**Design Your Own Remote Learning Lesson Plan**

Elem: May 27th 9am-12pm CST
MS/HS: May 28th 9am-12pm CST

**Register Now**

## June Conference
(Free Online)

FUTURE READY NEBRASKA
PK-12 DIGITAL LEARNING AND ED TECH PLAN

**Preparing All Stakeholders for Remote Learning in 2020-2021**

June 15th 9am-12pm CST
June 16th 9am-12pm CST

**Register Now**

More Information on ESU Remote Learning Support: bit.ly/digitalagepedagogy

# DATA-DRIVEN ECOSYSTEM ENHANCING TEACHING AND IMPROVING LEARNING FOR STUDENTS (DE$^2$TAILS)

## EVALUATION REPORT

PREPARED FOR:

EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL
6949 SOUTH 110TH STREET
LAVISTA, NE 68128

MARCH 2020

# DATA-DRIVEN ECOSYSTEM ENHANCING TEACHING AND IMPROVING LEARNING FOR STUDENTS (DE$^2$TAILS)

## EVALUATION REPORT

PREPARED FOR:

ESUCC EXECUTIVE DIRECTOR
6949 SOUTH 110TH STREET
LAVISTA, NE 68128

**MARCH 2020**

## About RMC Research

With decades of experience conducting research in education, RMC Research engages with clients to measure their effectiveness and meet their goals to create opportunities for families, schools and communities. Learn more at RMCResearchCorporation.com

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RMC Research Corporation Team:

Xin Wang
Linda Fredericks

For questions about this report, please contact Xin Wang at 1-800-922-3636, or e-mail at wang@rmcres.com.



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RMC Research Corporation
633 17th Street, Suite 2100
Denver, CO 80202

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## PROJECT BACKGROUND

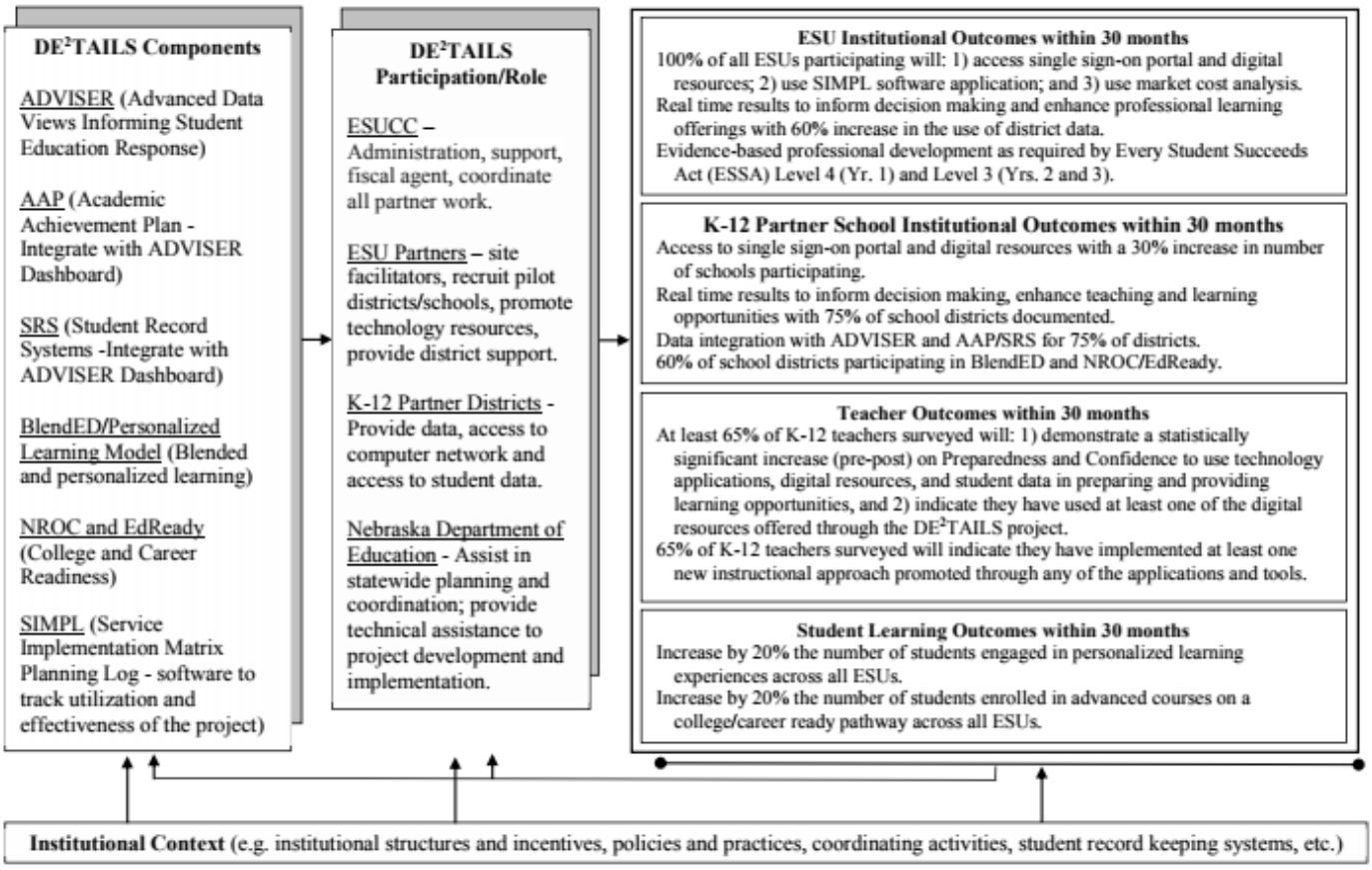
In the state of Nebraska, as per State Statute 79-1246, the Educational Service Unit Coordinating Council (ESUCC) is charged with coordinating statewide efforts with all Educational Service Units (ESUs) leading 17 ESUs serving 245 school districts employing 22,000 teachers educating 307,000 students. Funded by the state innovation grant in the 2016/17 school year, ESUCC developed the "Data-Driven Ecosystem Enhancing Teaching and Learning (DE$^2$TAILS)" project, integrating multiple state data systems and resources into an ecosystem of support, tools, resources, and data designed to enhance an environment centered around blended and personalized learning.

The DE$^2$TAILS framework incorporates the five applications/components within a shared data store. This project proposed to: (1) develop an integrated technology ecosystem through a secure, trusted data infrastructure Advanced Data Views Informing Student Education Response (ADVISER) by integrating multiple technology systems through a single sign-on portal; (2) design an integrated system application for the Academic Achievement Plan (AAP) and Student Record Systems (SRS) with ADVISER to address the needs of at-risk and high needs students; (3) use technology to innovate student learning in the classroom and improve academic/employment outcomes through a BlendEd/Personalized Learning Environment; (4) provide a baseline collection of online digital resources for student access improving college and career readiness through NROC/EdReady; and (5) develop a statewide software Service Implementation Matrix Process & Log (SIMPL) for visualization and rapid analysis of evidenced-based professional development and instructional practice to drive informed decision making. ESUs, public schools, educators, and students will have access to a "one-stop shop" of online tools, applications, student-level data, and resources for professional and student learning.

Within the funding period, the DE$^2$TAILS project proposed to develop this technology ecosystem that is replicable across schools in every ESU and scalable across all ESUs as a statewide system of teacher and student support to bring positive impact on ESU institutional changes, K-12 partner school institutional outcomes, teacher practices, and ultimately student academic achievement.

Exhibit 1 presents a logic model that reflects hypotheses about the relationship between DE$^2$TAILS primary impacts on ESUs, partner districts, and participating teachers, which in turn will lead to impacts on students in these systems. The logic model also serves as a basis for the evaluation design and is used to guide data collection and analysis.

### EXHIBIT 1. ESUCC DE²TAILS LOGIC MODEL




RMC Research Corporation serves as the external evaluator of this innovative project conducting a mixed method quasi-experimental study to assess the implementation and impact of the grant. The evaluation will: (1) assess whether the project is making satisfactory progress towards its stated goals; (2) recommend reasonable, evidence-based adjustments to project plans and activities; (3) support the development and validation of survey and assessment tools; and (4) describe the impact of the DE²TAILS project. As conveyed in Exhibit 2, RMC Research has developed a set of key questions that guide the evaluation process, along with identification of specific data collection methods to answer these questions. These key questions assist RMC Research Corporation in providing both a formative and summative review and corresponding set of recommendations to inform program changes and applications during the implementation of the DE²TAILS project.

### EXHIBIT 2. EVALUATION QUESTIONS AND MEASURES

| Evaluation Questions | Data Collection Methods | | | |
|---|---|---|---|---|
| | Interviews | Focus Groups | Document Analysis | Surveys |
| 1. To what extent has DE²TAILS met its articulated goals? How does DE²TAILS… | | | | |
| a. Develop and implement the integrated ecosystem with multiple components to ensure data, tools, and resources are available to users at ESUs and schools? | | | | |
| b. Enhance participating ESUs, districts, and schools' ability to engage more effectively and efficiently with technology supports for data access and analysis? | | | | |
| c. Use technology to personalize student learning in the classroom? | | | | |
| d. Develop and implement statewide software for visualization and rapid analysis of professional development and instructional practice? | | | | |
| 2. To what extent does participation in DE²TAILS activities… | | | | |
| a. Demonstrate a significant increase in participant preparedness to use technology applications, digital resources, and student data in preparing and providing learning opportunities? | | | | |
| b. Demonstrate a significant increase in participant confidence to use technology applications, digital resources, and student data in preparing and providing learning opportunities? | | | | |
| c. Promote participants' use of at least one of the digital resources offered through the project? | | | | |
| d. Increase student engagement in personalized learning experiences? | | | | |
| 3. What factors impede or facilitate progress toward DE²TAILS goals? | | | | |
| 4. What progress has been made toward sustaining and "scaling up" DE²TAILS activities and strategies? | | | | |

# METHODOLOGY

## DATA COLLECTION

The DE$^2$TAILS evaluation employs a mixed-methods approach to generate both quantitative and qualitative data to examine and respond to the evaluation questions, undertaken initially across two stages, and ultimately across a third stage of the project. Quantitative data were collected from instruments developed for this project and surveys and observation protocols that were previously developed and administered; while qualitative data were collected from open-ended questions from the survey instruments, program documents, group meeting notes, and staff interviews over the course of 2017/19 project years. The current report summarizes finding the development and implementation of the five applications/components within the data ecosystem and examines the program impact on stakeholders. This evaluation utilizes a combination of program documents, group meeting observations, staff interviews, participant interviews, survey instruments, and classroom observation data.

## QUALITATIVE METHODS

Project documents were reviewed to gain insights into program development and implementation, participant recruitment, professional development efforts, and DE$^2$TAILS project progress. The document analysis included an examination of progress documents in seven areas, including AAP/SRS, BlendEd, NROC/EdReady, SIMPL, SIMPL Pilots, meetings and communication, and technology. Documents were requested from project staff between February 2017 to December 2019. For BlendEd, responses to the open-ended questions were collected from the professional development evaluation survey to provide formative feedback to further participant trainings.

Telephone interviews were also conducted in May/June 2018 with administrators and teachers who participated in the BlendEd project. A computer-generated random sample was initially used to contact participants seeking an interview. Later, to recruit more respondents, RMC Research staff sent an e-mail to all other identified participants seeking an interview about the program. RMC Research staff conducted interviews with a total of nine teachers and five administrators. Interview questions were focused on implementation, impacts, facilitators and challenges, and lessons learned. Respondents also contributed multiple suggestions for program improvement.

Among the nine teachers interviewed for the report were two who taught at the elementary level, two who taught at the middle school level, and four who taught in high schools. One respondent served as a technology specialist and coach for blended learning. Subjects taught by the six middle and high school teachers included language arts, history, geography, music, science, and Spanish. Two administrators mentioned participation in state trainings for BlendEd; all five administrators stated they were actively engaged in supporting the integration of blended education into classrooms.

Observation data were collected between fall 2018 to winter 2019 from participating BlendEd teachers to assess teacher-student interaction, student-student interaction, instruction, student learning experience, and classroom culture. Feedback from BlendEd professional development sessions were also gathered through teacher surveys to measure teachers' perceptions of professional development quality and the preparedness of their implementation of BlendEd.

In addition, project leaders from ADVISER, BlendEd, EdReady, and SIMPL were asked to complete an e-mail interview at the end of each year between 2018 and 2019 to describe progress made on objectives, factors that facilitated and posed challenges to project progress, issues that participants raised about their experiences with the project, and what was done to address issues, and suggestions for project improvement.

Program documents, open-ended responses to the BlendEd professional development evaluation form, BlendEd observation responses, and leadership interview data were further analyzed using an approach that closely follows methods explicated by Miles, Huberman, and Saldaña (2019).[1] This approach emphasizes well defined study variables to ensure the comparability of data and reduction of data using data displays and matrices so that the common themes can be identified. The program documents were analyzed for trends to examine program progress, the open-ended questions were examined to determine professional development impact and recommendations for future training, and the interview responses were gauged for program implementation and impact on participants.

### Quantitative Methods

Surveys were administered to participating BlendEd teachers and students to collect perceptual data on a range of outcome variables. The student survey and teacher survey were administered to the pilot participants for BlendEd using Google forms. BlendEd coaches used an observation protocol to conduct classroom observations throughout the pilot year and provided observation ratings. RMC Research reviewed the survey instruments and observation data and estimated the psychometric features of the instruments. Based on the analysis results, RMC Research modified the existing teacher and student surveys and included the following measures: BlendEd learning experience, academic engagement, perceived program impact, and demographic information for the student survey; and BlendEd implementation fidelity, level of support received, preparedness and confidence to teach, job satisfaction, perceived impact, and demographic information for the teacher survey (complete surveys may be found in the Appendix).

Another instrument developed by the evaluator was the evaluation form for the BlendEd professional development. Descriptive statistics were estimated based on participant responses to summarize professional development impact and recommendations for further professional development sessions.

[1] Miles, M. B., Huberman, A. M., and Saldaña, J. (2019). *Qualitative data analysis: A methods sourcebook.* (4th ed.) Thousand Oaks, CA: Sage.

# FINDINGS

## SUMMARIES OF DATA SOURCES

### DOCUMENT REVIEW

Program documents were collected from the DE$^2$TAILS project in seven areas: AAP/SRS, BlendEd, NROC/EdReady, SIMPL, SIMPL Pilots, meetings and communications, and technology. A sample of documents such as PowerPoint presentations, meeting notes, and recruitment materials were reviewed. Surveys, observation protocols, and spreadsheets that contained project data were not included in the review.

The review showed that each of the projects' components is making progress towards its objectives, communication among participants is shared, and action steps are documented. There were numerous PowerPoint presentations and webinars that described the project's goals, objectives, and evaluation design. Meeting notes included agendas, tasks that needed to be accomplished, links to project documents, decisions made, and next steps.

EdReady prepared a project report in 2019 to inform stakeholders about the progress of its efforts. As of December 15, 2019, EdReady had more than 9,650 student accounts and 749 teacher accounts in Nebraska. Over 1,700 learning goals were established for students. The EdReady participants utilized the program for different purposes. Thirty-one percent (31%) of them used EdReady to reinforce foundational skills for future learning in mathematics or English language arts (ELA), 30% of them used EdReady to supplement skills while taking a mathematics or ELA class, and 29% of the users adopted EdReady to identify and revisit possible gaps in identified mathematics or ELA skills. Among the users, 65% of the students working inside a specific EdReady ACT Math Prep module made progress and improved their test score.

Materials regarding SIMPL included presentations about the three stages of the project: data dig, services planning, and implementation, as well as the rubric development. A timeline for the SIMPL pilot gave monthly tasks for each phase of implementation. Memos from the law firm advising the ESUCC discussed legal issues that may arise under the DE$^2$TAILS data system and applicable federal and state laws pertaining to data privacy. In 2018, SIMPL developed an Online Tool Manual which was distributed statewide and contained information on software access and user roles as well as detailed instructions for schools and administration to utilize the system and update data on services, reports, test scores, activity logs, and other areas. Bimonthly meetings were held with project leadership/research team members from ESUCC, SIMPL, BlendEd/NROC, and RMC Research and covered topics ranging from training for SIMPL software to data security policies and procedures.

Feedback was collected from the SIMPL users on its strengths, weaknesses, and areas of improvement. The strengths of SIMPL centered around its accessibility from different devices and how it is tied to single sign-on (SSO) and AQUESTT, easy data input for cost analysis, accountability, and user-friendly data visualization. Some users also liked that each ESU has autonomy to develop their plans and delivery of services through SIMPL. When asked about SIMPL's major weakness, respondents noted the data input was inconsistent across different ESUs, therefore, it might be difficult to compare services across ESUs. Respondents also made suggestions for future opportunities with SIMPL. Key remarks were including all ESUs; transferring the SIMPL process, especially the data dig, to other areas of ESU work;

including school districts as a consistent part of scoring process; developing a report library; and calculating value add by service category.

### BLENDED CLASSROOM OBSERVATION

The Lighthouse Classroom Observation Rubric was used by BlendEd coaches to examine teachers' classroom practice when implementing BlendEd learning. As the rubric examined composite domains based on clusters of similar items to create measures that were more robust and reliable, internal consistency of these composite variables were estimated based on the 2017/18 observation data. Exhibit 3 presents information about the internal consistency of the observation rubric estimated by Cronbach's alpha.[2] As there is one item each for teacher-to-student interaction and student-screen interaction, internal consistency measure was not applicable to these two items. The four items measuring student learning experience had the highest internal reliability among all items, while classroom culture questions had lower internal consistency.

**EXHIBIT 3. CLASSROOM OBSERVATION COMPOSITE VARIABLES**

| | *N* = 112[3] | |
|---|---|---|
| Composite Variables | Number of Items | Cronbach's Alpha (α) |
| Teacher-to-student interaction | 1 | n/a |
| Student-to-screen interaction | 1 | n/a |
| Instruction | 2 | .604 |
| Student learning experience | 4 | .671 |
| Classroom culture | 2 | .541 |

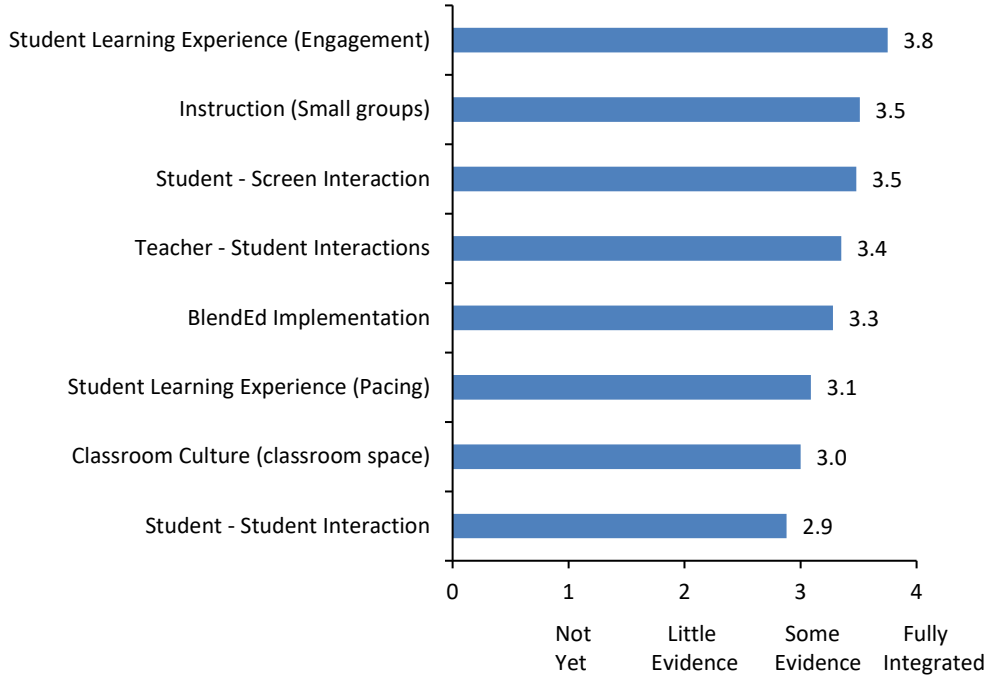
In the 2018/19 school year, the BlendEd team continued to conduct classroom observations in Nebraska. A total of 139 observations were conducted with 80 teachers teaching Grades 1-12 across 14 school districts and nine ESUs. Most of the classrooms observed had around 12-20 students (64.8%) in Grades 5-10 (76.9%). The major subject areas observed included ELA (33.1%), mathematics (27.3%), science (18.7%), and social studies (7.9%). The observer also attended a few classes of technology, business, world language, and other topic areas.

Exhibit 4 displays the overall observational ratings across all domains of the Lighthouse observation rubric. On a 4-point rating scale where 1 = not yet, 2 = little evidence, 3 = some evidence, and 4 = fully integrated, student engagement was rated the highest in the classrooms observed in 2018/19, indicating that strong evidence was observed for student engagement. Small group instruction and student-screen interaction also received higher ratings, suggesting that teachers demonstrated stronger evidence of conducting small group instruction and using technology in their BlendEd classrooms. Student-student interaction received the lowest rating, suggesting that only limited evidence was observed for student collaboration in a BlendEd class. Overall, observers found some evidence that teachers were implementing the BlendEd key domains in the observed classrooms.

[2] Cronbach's alpha (α) is a measure of reliability, assessing the internal consistency of survey scales (i.e., the extent to which patterns of responses were consistent across respondents). Values range between 0 and 1. If $\alpha > 0.7$, the measures indicate high internal consistency.

[3] *N* is the total number in a sample. *n* is the number in a subsample.

### EXHIBIT 4. SUMMARY OF CLASSROOM OBSERVATION RATINGS (*N* = 138)




## TEACHER SURVEY

The BlendEd learning program developed and administered a teacher survey during the 2017 school year. The survey included both Likert-scale items and open-ended questions to gather teacher data on a set of questions measuring the following domains: work environment, peer relationship, administrator support for teaching, personal development, beliefs about student achievement, perceived impact of BlendEd learning, work attitude, school learning environment, vertical communication across grades, expectations, school vision, parent communication, working effectively with diverse students, school morale, clarity of student outcomes, teaching to standards, and attitudes about learning and teaching. A total of 35 teachers responded to the survey instrument. Reliability analysis was conducted based on the responses.

Exhibit 5 presents information about the internal consistency of the teacher survey items by composite domains. As there is only one item for vertical communication across grades, internal consistency measure was not performed for this item. A few domains with two or three items per domain have an Alpha coefficient smaller than .70, indicating a low to medium internal consistency.

**EXHIBIT 5. TEACHER SURVEY COMPOSITE VARIABLES**

| Composite Variables | *N* = 35 Number of Items | *N* = 35 Cronbach's Alpha (α) |
|---|---|---|
| Work environment | 8 | .778 |
| Peer relationship | 2 | .434 |
| Administrator support for teaching | 7 | .901 |
| Personal development | 2 | .438 |
| Beliefs about student achievement | 13 | .897 |
| Perceived impact of BlendEd learning | 3 | .722 |
| Work attitude | 2 | .480 |
| School learning environment | 3 | .529 |
| Expectations | 3 | .774 |
| School vision | 4 | .941 |
| Parent communication | 3 | .865 |
| Working effectively with diverse students | 5 | .842 |
| School morale | 4 | .889 |
| Clarity of student outcomes | 2 | .852 |
| Teaching to standards | 2 | .710 |
| Vertical communication | 1 | n/a |
| Attitudes about learning and teaching | 2 | .772 |

Based on the results, RMC Research further reviewed the survey items and developed a new teacher survey to reduce the amount of measurement domains but include more questions about BlendEd program implementation and perceived program impact (see Appendix). The revised instrument included the following domains:

- *Background information* including participant demographics, education background, teaching experience, and teaching certification received.

- *BlendEd implementation fidelity.* Items used a 4-point scale where 1 = never, 2 = rarely, 3 = sometimes, and 4 = always.

- *Preparedness to Teach* (adapted from RMC Research, 2007).[4] Items used a 5-point scale where 1 = not at all prepared, 2 = somewhat prepared, 3 = moderately prepared, 4 = well prepared, and 5 = very well prepared.

- *Confidence to teach* (adapted from Yopp, Sutton, & Burroughs, 2010).[5] Items used a 5-point rating scale where 1 = not confident at all, 2 = somewhat confident, 3 = moderately confident, 4 = very confident, and 5 = extremely confident.

- *Support for teaching* (adapted from Yopp, Sutton, & Burroughs, 2010). Items used a 5-point rating scale where 1 = not at all supported, 2 = somewhat supported, 3 = moderately supported, 4 = well supported, and 5 = very well supported.

[4] RMC Research (2007). *Math in the Middle teacher survey*. Denver, CO: Author.
[5] Yopp, D., Sutton, J., and Burroughs, B. (2010). *EMC measures: Teacher survey*. Examining Mathematics Coaching (EMC), Bozeman, MT: Montana State University and Denver, CO: RMC Research Corporation.

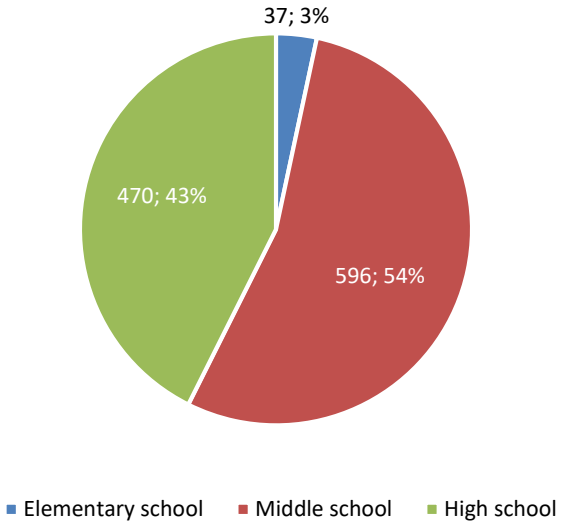
- *Job satisfaction* (adapted from the teacher job satisfaction questionnaire, Lester 1984).[6] Items used a 5-point scale where 1 = strongly disagree, 2 = disagree, 3 = neither agree or disagree, 4 = agree, and 5 = strongly agree.

- *Perceived impact* (adapted from the BlendEd teacher survey). Items used a 5-point scale where 1 = strongly disagree, 2 = disagree, 3 = neither agree or disagree, 4 = agree, and 5 = strongly agree.

### STUDENT SURVEY

In the BlendEd pilot study, a student survey was also administered to students taught by participating teachers. The survey included both Likert-scale items (1 = disagree, 2 = some of the time, 3 = most of the time, and 4 = agree) and one open-ended question asking what students need for success in their BlendEd learning class. A total of 1,238 students answered the survey. As Exhibit 6 shows, the vast majority were middle school students (43%) and high school students (54%).

**EXHIBIT 6. STUDENT SURVEY GROUPS BY SCHOOL LEVEL (*N* = 1,238)**

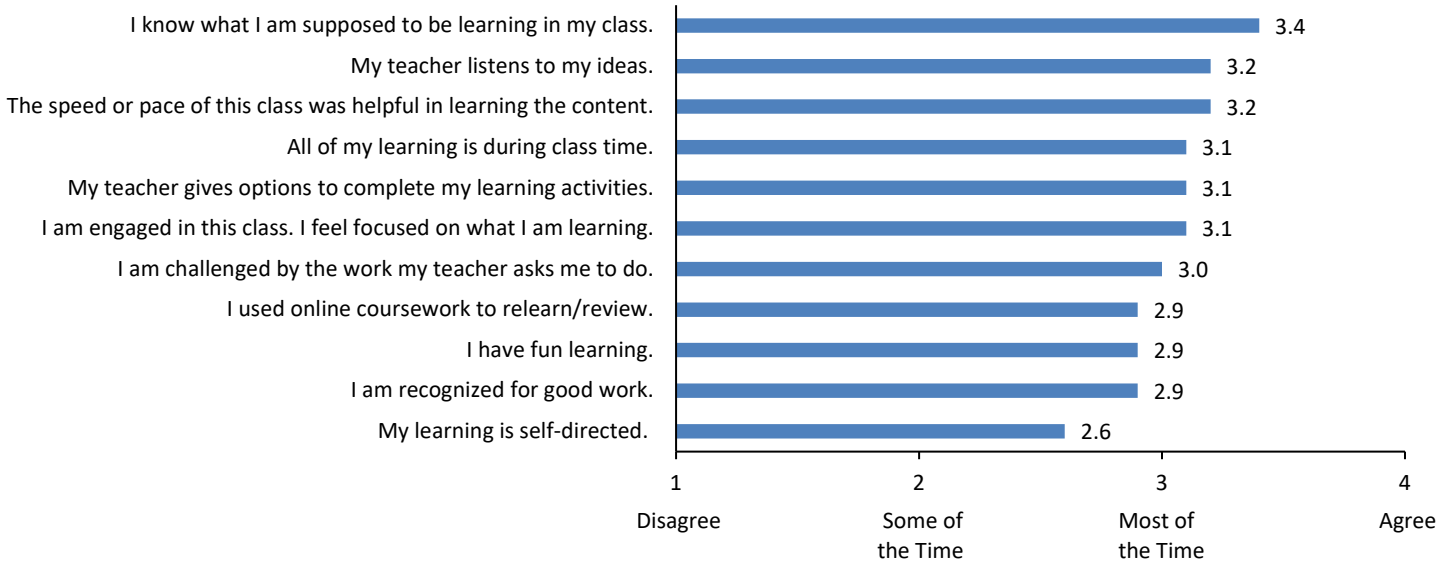



As there are no clearly defined composite variables for these items, the internal consistency test for the student survey was not conducted. RMC Research computed descriptive statistics for the Likert-scale items.

Exhibit 7 shows a summary of student responses for each survey question. Overall, average student ratings indicated that, most of the time, students agreed with statements about classroom expectations, teacher attention and class pace, use of classroom instruction time, student choice, engagement, and course challenge. Students were slightly less likely to agree they used online coursework to relearn/ review; that they had fun learning; or they were recognized for good work. They reported that sometimes their learning is self-directed in a BlendEd class.

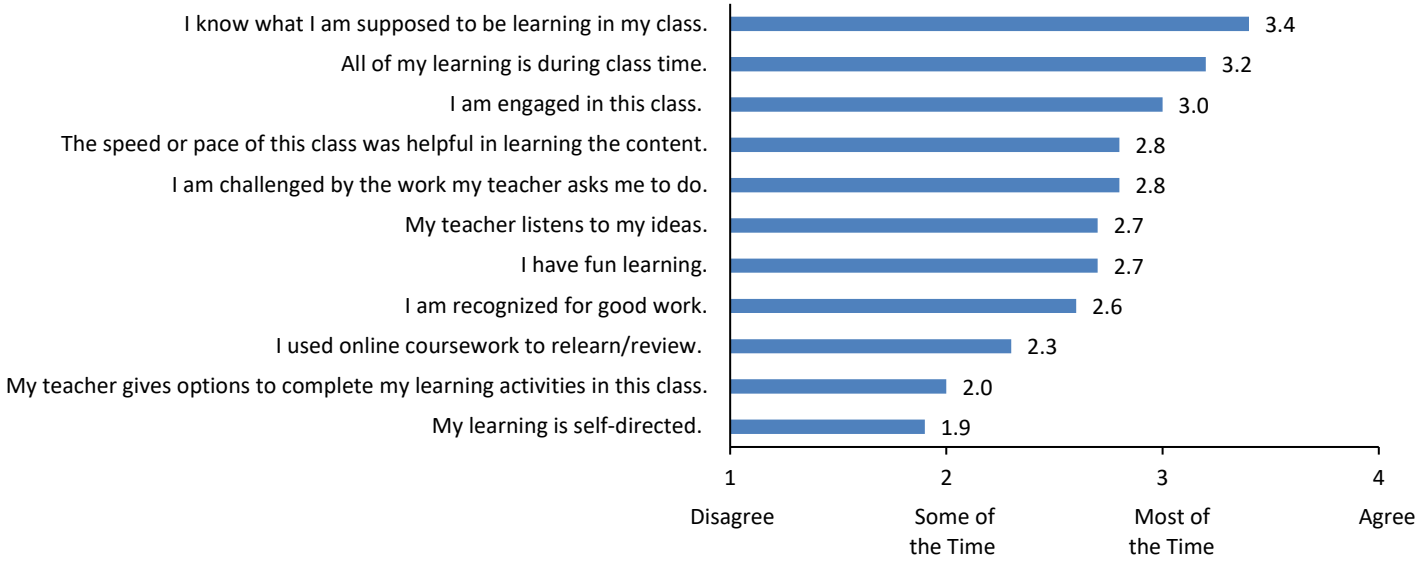
[6] Lester, P. E. (1984). Teacher job satisfaction questionnaire. In P. Lester and L. Bishop (Eds.), *Handbook of tests and measurement in education and the social sciences* (pp. 147–150). Lanham, MD: Scarecrow Press.

### EXHIBIT 7. SUMMARY OF STUDENT SURVEY RESPONSES (*N* = 1,238)

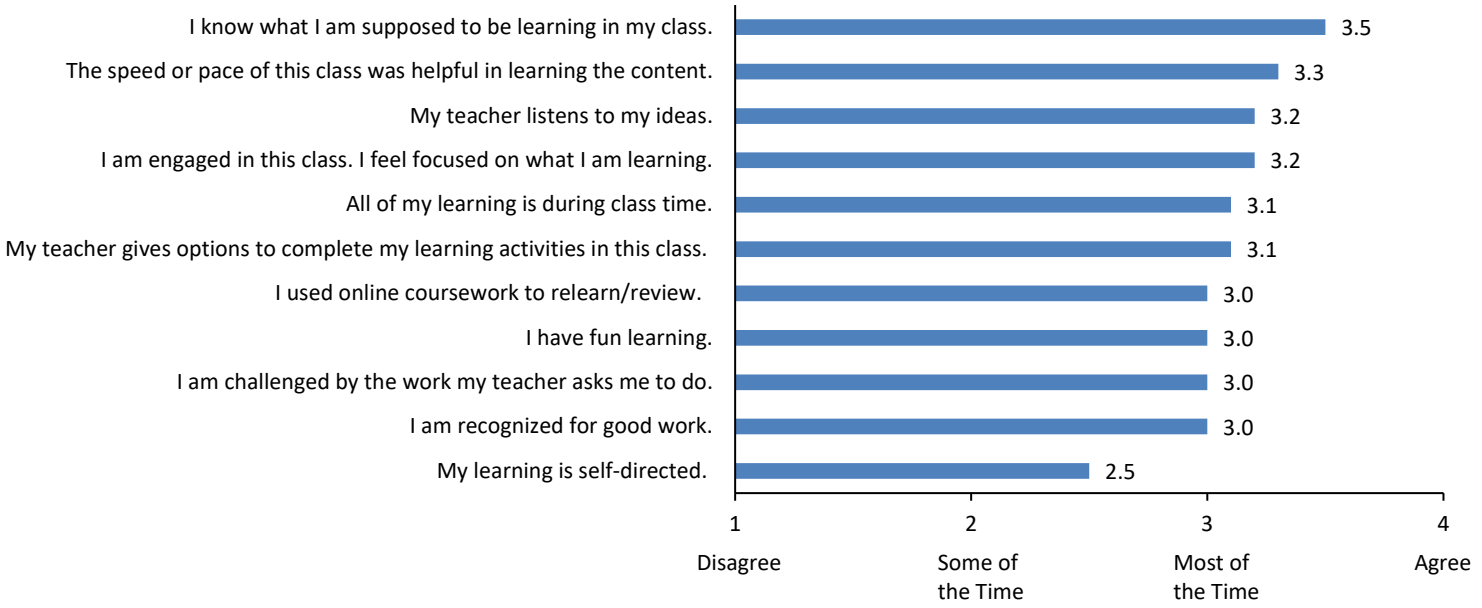



Further analyses by grade level are displayed in Exhibits 8 through 10. A cross-grade comparison indicates that students have the highest agreement on the statement "I know what I am supposed to be learning in my class" and the lowest agreement on "my learning is self-directed." As their grade level increases, students seem to have more self-direction in their class. Elementary students and middle school students both agreed that most of the time they are engaged in a BlendEd class and feel focused on what they are learning. The student engagement, however, slightly dropped among high school students.

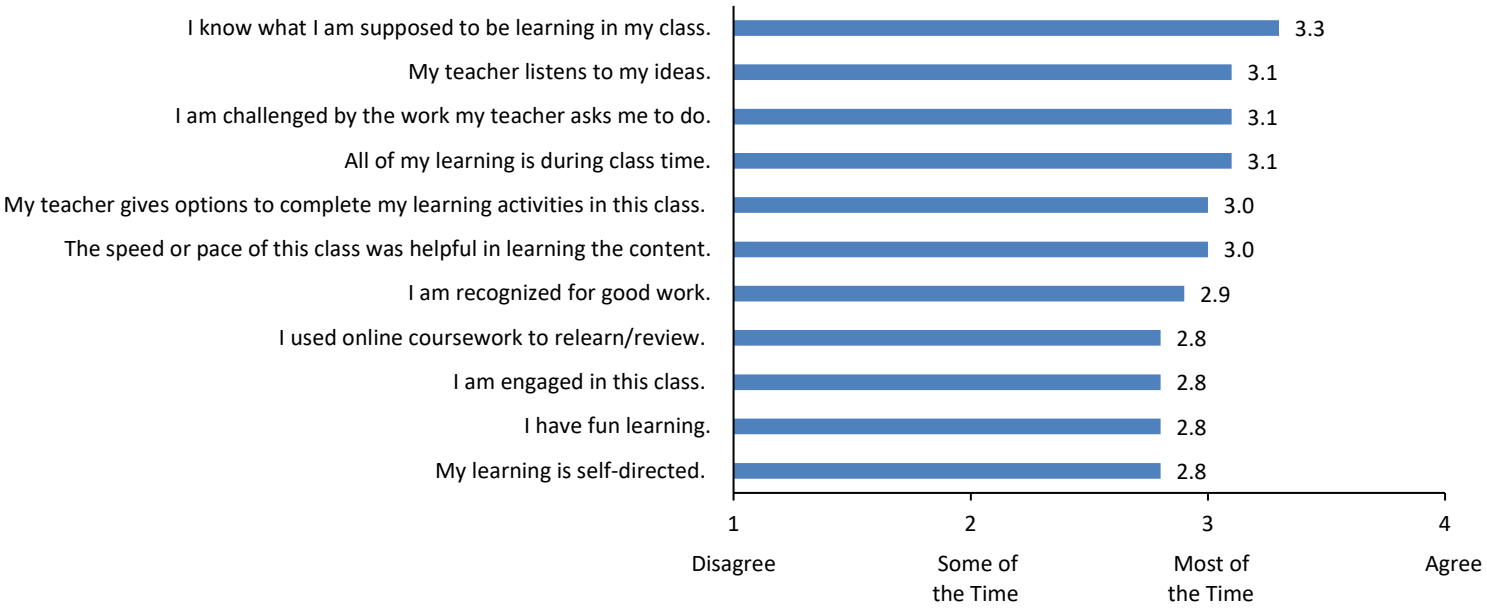
### EXHIBIT 8. SUMMARY OF ELEMENTARY STUDENT SURVEY RESPONSES (*N* = 37)



### EXHIBIT 9. SUMMARY OF MIDDLE SCHOOL STUDENT SURVEY RESPONSES (*N* = 470)




### EXHIBIT 10. SUMMARY OF HIGH SCHOOL STUDENT SURVEY RESPONSES (*N* = 596)



RMC Research reviewed and revised the existing student survey to include more items that measure student academic engagement and perceived impact of BlendEd learning (see Appendix). The revised instrument included the following domains:

- *Demographic information* including participant gender, ethnicity, grade level, and subject areas for BlendEd learning.

- *BlendEd learning experience* (adapted from BlendEd student survey). Items used a 5-point scale where 1 = strongly disagree, 2 = disagree, 3 = neither agree or disagree, 4 = agree, and 5 = strongly agree.

- *Academic engagement* (adapted from Wang, Good, Fredericks, & Bachler, 2013).[7] Items used a 5-point scale where 1 = strongly disagree, 2 = disagree, 3 = neither agree or disagree, 4 = agree, and 5 = strongly agree.

- *Perceived impact* (adapted from the BlendEd student survey and classroom observation rubric). Items used a 5-point scale where 1 = strongly disagree, 2 = disagree, 3 = neither agree or disagree, 4 = agree, and 5 = strongly agree.

### BLENDED PROFESSIONAL DEVELOPMENT EVALUATION FORM

July 2017, BlendEd learning provided a day-long professional development training to all Cohort 1 teachers, including those who participated in 2016/17 and new teachers who will be implementing BlendEd classes in 2017/18. The purpose of the training was to review the 2016/17 implementation of BlendEd learning in the pilot classrooms, discuss lessons learned, and plan with participants how to teach BlendEd classes in the upcoming school year.

The training started with whole group and small group discussions about what worked in the pilot year and what teachers wanted to implement/adjust/improve/change. Participants worked in small groups organized by ESU regions to use Canvas, the BlendEd website designated for training and resource sharing to upload their thoughts and share with all participants. Next, attendees were divided into groups of administrators, second year pilot teachers, and new pilot teachers to have more targeted discussions with the BlendEd coaches. During the administrator professional development, participants reviewed their district data compared to statewide data, shared teacher student feedback gathered through classroom observations, and discussed how to support teacher personal learning goals and conduct teacher evaluation. For the veteran BlendEd pilot teachers, the BlendEd coach recapped the BlendEd Instructional Framework, but focused on sharing BlendEd learning resources and research based best practices that teachers can use in their classroom. She also led a discussion with teachers about how to promote student ownership in their own learning. The first-year teachers' session focused on how to get started with BlendEd teaching and learning. The training also included practice sessions where teachers could collaborate to develop their own BlendEd lesson plans.

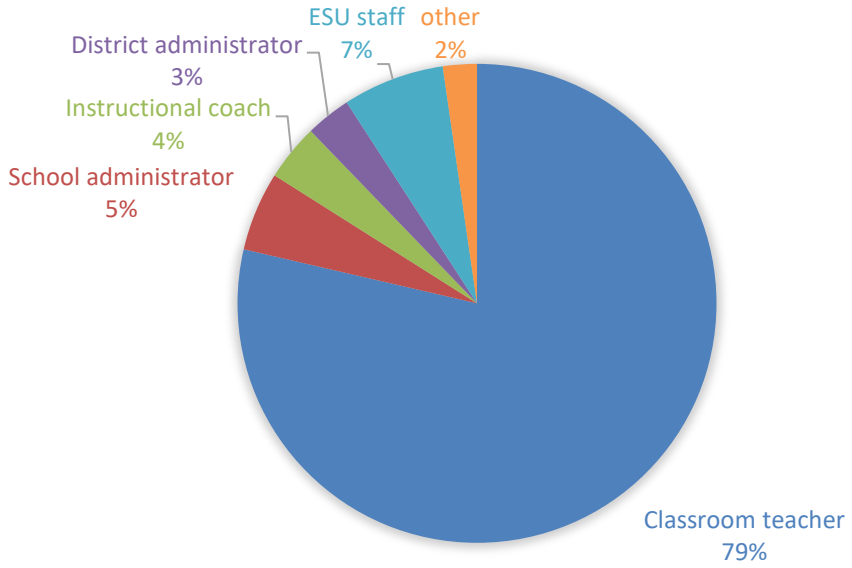
In summer 2019, BlendEd continued to offer the same professional development sessions to the current and future BlendEd teachers. At the end of the professional development, participants were asked to complete an online evaluation form to evaluate their professional development experience. The form

[7] Wang, X., Good, B., Fredericks, L., & Bachler, S. (2013). *JA Personal Finance™ evaluation report*. Denver, CO: RMC Research Corporation.

included two Likert-scale questions and six open-ended questions. A total of 131 participants responded to the professional development evaluation form. Descriptive analysis was conducted for each Likert-scale question.

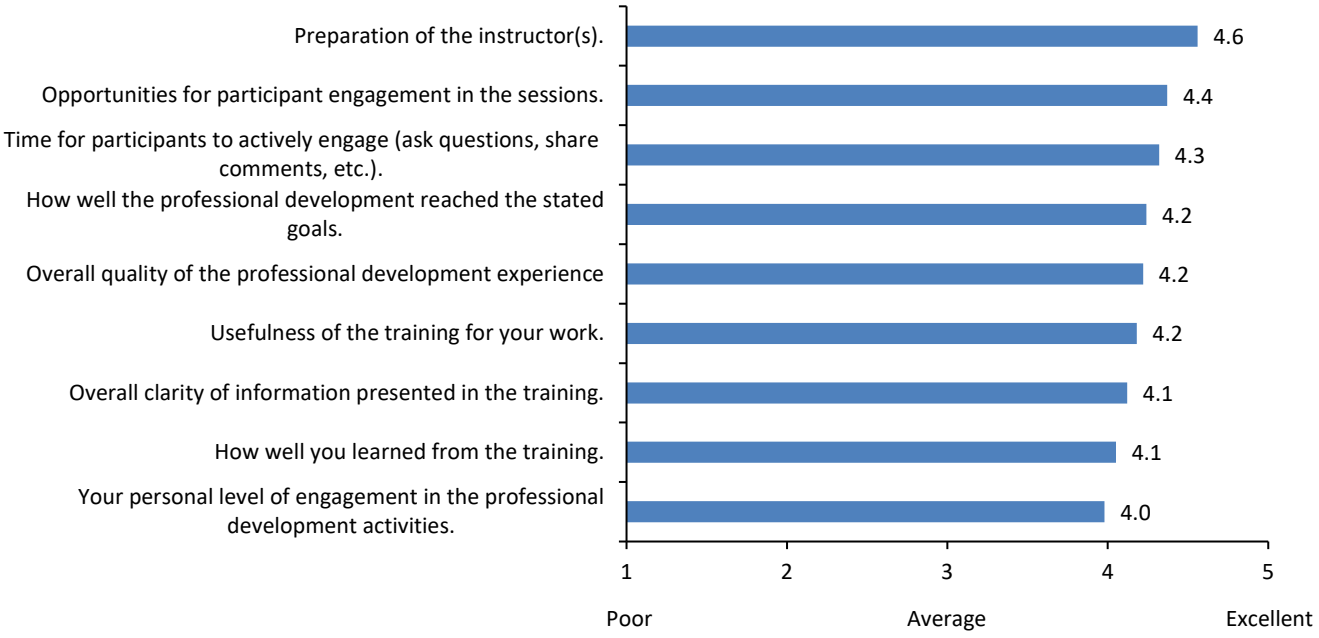
Exhibit 11 indicates that the vast majority of respondents were classroom teachers (79%), followed by ESU staff (7%) and school/district level administrators (8% total). Several instructional coaches, and technology staff also responded to the evaluation form.

**EXHIBIT 11. BLENDED PROFESSIONAL DEVELOPMENT EVALUATION RESPONDENT GROUPS**



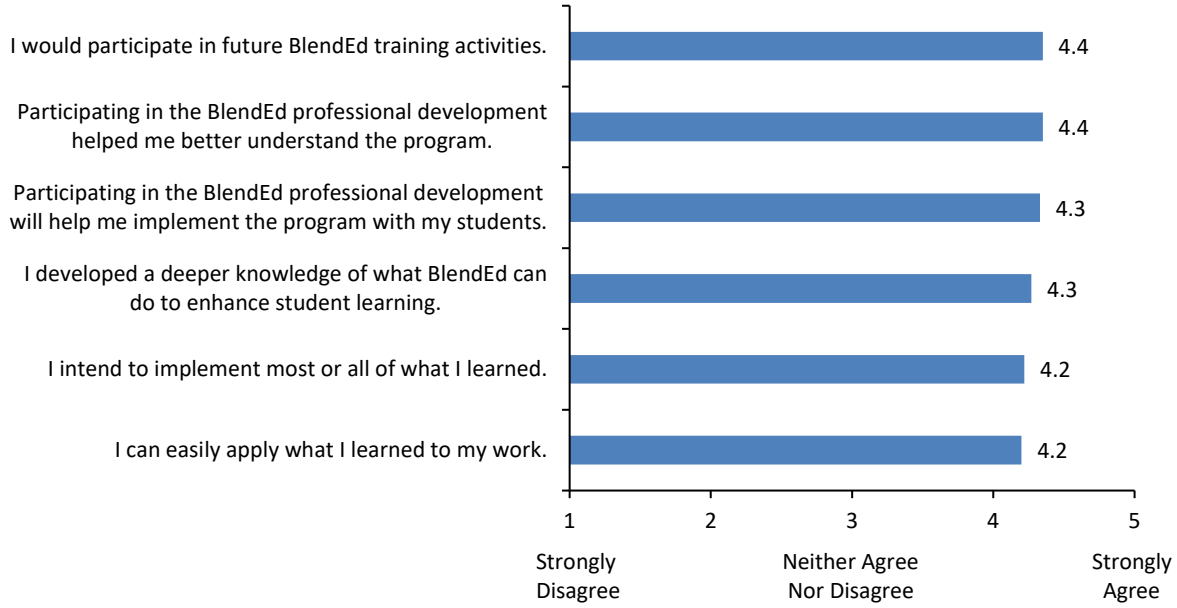

When asked to rate their experience for the day-long BlendEd professional development/training on a 5-point scale where 1 = poor, 2 = below average, 3 = average, 4 = above average, and 5 = excellent, the vast majority of respondents agreed that overall the BlendEd training was above average to excellent, suggesting an overall high quality of the professional development. Exhibit 12 shows that respondents gave the highest rating to instructor preparedness. They also agreed they had a good opportunity and sufficient time to engage and participate in the professional development activities. While still above average, lower ratings were given to personal level of engagement in the professional development.

### EXHIBIT 12. SUMMARY OF BLENDED PROFESSIONAL DEVELOPMENT EVALUATION RATINGS: PROGRAM QUALITY (*N* = 131)




The evaluation form also asked respondents to rate their take-aways from or the influence of the BlendEd professional development on a 5-point scale from 1 = strongly disagree to 5 = strongly agree. Overall, respondents agreed or strongly agreed that participating in the professional development had a positive influence on the BlendEd implementation. Most respondents would like to participate in future BlendEd training activities. They also agreed that the professional development helped them better understand BlendEd and would help them implement the program with their students. They strongly agreed that they developed a deeper knowledge of what BlendEd can do to enhance student learning. (see Exhibit 13).

**EXHIBIT 13. SUMMARY OF BLENDED PROFESSIONAL DEVELOPMENT EVALUATION RATINGS: PROFESSIONAL DEVELOPMENT IMPACT (*N* = 131)**




Classroom teachers were asked on the evaluation form what they liked best about the professional development experience. Many valued the opportunity to collaborate with other teachers and enjoyed the time to work and create BlendEd materials. They particularly enjoyed learning from teachers who are currently using BlendEd about the successes and challenges they have faced. Teachers appreciated the ideas, resources, and information they could take back to their classrooms as they work to implement BlendEd. A sample of teacher responses included the following:

> *Work time and the time to collaborate with other teachers when I needed to.*
>
> *I loved having time to work on the specific needs I had!*
>
> *I always appreciate time to apply what we've learned in a professional development day, so I really liked the time we spent building a blended learning plan for a few lessons.*
>
> *Great organization by the staff! Love the breakouts to meet both beginning and advanced blended experienced teachers*

Teachers noted some key take-aways from their participation in the BlendEd training. Many realized that learning should be student centered, so they learned to share expectations with students, collaborate with students, and let students take ownership of their learning. Another major takeaway is the information about student choice and voice and the differences between these two in the learning process. Teachers mentioned they gained a better understanding of different BlendEd models and learned how to pick the models that best fit their classroom. They also learned about new resources and tools to make BlendEd work effectively in their classrooms and options for grouping students for instruction. Several comments illuminated what teachers found to be helpful:

*I learned that there is a BlendEd style for all teachers*

*A key take-away was learning the different models that can be used in the classroom.*

*BlendEd approaches do not need to be one method the entire time but can switch between the three within the same lesson/unit. I also learned the difference between choice and voice! I had used them as synonyms before.*

When asked what, if anything, they would change to improve the professional development activities, more than half of teachers either did not respond or indicated, "nothing." Some commented that they would use more guidance in creating an actual lesson that teachers can deliver in classroom. Some also remarked that they would like to have more collaboration and planning time with people from the same district to generate lesson ideas. Additional feedback from participants included the following:

*Please give us more time to work on generating lesson ideas and collaborating.*

*I would like to see specific examples of what teachers are doing.*

*I like the activities that were directly related to learning about BlendEd. I can appreciate working with others, but I feel feedback within our own district is priority. In other words, less 'get-to-know you' activities.*

Participants used words such as "informative," "engaging," "practical," "educational," and "fulfilling" when asked what words they would use to describe this professional development experience to colleagues. Almost all comments were positive and included sentiments about the professional development providing great resources, opportunities for collaboration, and ideas for integrating instruction. Several participants provided further elaboration:

*New, exciting, and learning opportunity to better teach students.*

*It was a great training with a lot of really useful takeaways.*

*A connection between the technology, pedagogy, and content knowledge (I think trying to make the full pack cycle is important).*

*This workshop will help you understand blended learning process. It's great for beginners as well as more advanced learners.*

Teachers hoped that participation in the training will allow them to provide a more engaging learning experience for their students. They also hoped that students would be more likely to take ownership of their learning in a BlendEd classroom. Some teachers mentioned they would like to be better able to use BlendEd strategies in their classrooms and to share what they learned with other teachers in their schools or districts. Teachers hoped their involvement in the training and implementation of BlendEd in their classrooms will lead to students being more motivated to learn, better able to retain knowledge, and more willing to use technology. Comments from teachers highlighted some of these aspirations:

*I hope that it will help me create an effective BlendEd plan to create an effective learning experience for my students.*

*I hope that through my participation today, I can help my students become self-sufficient and curious learners who are great problem solvers!*

*I'm excited to use the strategies and concepts I learned today to implement effective blended learning in my math classes. I hope that it will boost my students' engagement and give them more time to deepen their understanding and interest.*

*I hope to get other teachers on board to be supportive of this change and process. I would hope that my students are open to trying something new and different from their classroom last year.*

Most participants did not indicate they needed any additional information or support to help them implement the BlendEd program. Some mentioned they would like to receive additional support from the BlendEd team, more planning time, and continued education to learn how to implement different BlendEd models. They noted they would like to have follow-up discussion on BlendEd plans they develop for their classroom and get more feedback from observers. Teachers also expressed interest in more video examples from other teachers and more professional development webinars. Follow-up from mentors and hands-on coaching were also suggested as types of ongoing support that could be provided. Additional feedback from participants included the following:

*As with all PD, I just need reminders to implement the things I learned today, and contacts to reach out to when I'm stuck or struggling with implementation.*

*I really like video examples and webinars for continuing ed for blended learning.*

*[I hope] we'd continue to get together to get tossing around ideas and to talk about what works and what doesn't.*

## BLENDED PARTICIPANT INTERVIEWS

### IMPLEMENTATION

Administrators indicated that BlendEd learning was adopted at their school for various reasons. Several said their school had one-to-one computing technology and they wanted to familiarize teachers with best practices or improve the effectiveness of instruction. Some heard about the program through their ESU and wanted to see what the initiative could offer, while others had teachers who were interested in the program and/or thought that BlendEd was a means for creating more impactful lessons. Several comments that administrators made about reasons for integrating BlendEd into classrooms at their respective schools included:

*It was the result of the purchase of technology, going to one-to-one [technology] and not seeing the results that were anticipated. I wanted something that was more engaging for students rather than just digitizing curriculum.*

*We are trying to see what it offers. It is being used for 2 hours, 5 days a week in core courses.*

*There was the opportunity to participate and they had a brand new one-to-one initiative in the middle school. They wanted to get teachers on board with best practices. We had a couple of teachers receive training, implement practices, and then conduct professional development to show what works in their setting.*

Most teachers said they were asked by their school administrator, technology specialist, or curriculum director to participate in BlendEd learning, while others shared that they were intrigued by the innovative classroom work being done by other teachers in their school and/or district who were already implementing the program. When asked what motivated them to participate, several teachers mentioned that BlendEd learning aligned with the goals of their classroom or the curriculum. Other teachers reported they were looking to make changes in their classroom, either through providing students with more opportunities for self-pacing and personalized learning or developing more interaction with technology.

Implementation varied by school but tended to begin with teachers who expressed interest in the program or were at specific grade levels. Teachers shared that they had considerable flexibility with implementation of BlendEd as they incorporated it into their curriculum and classroom. They said the use of blended learning promoted student engagement and increased differentiation. While most teachers felt blended learning had been successfully integrated into their classes, several teachers expressed confusion about program expectations or said they needed additional support from the ESU. The following is a sampling of comments from teachers about program implementation:

*Students enjoy the BlendEd atmosphere; they don't want the traditional style of teaching*.

*It's successful. We have added more each year through book talks and computers, etc.*

*It fits the classroom. Seating is flexible and allows for differentiation.*

*I wish we had more meetings with the ESU person; we need more regular contact. I feel that I am missing some things.*

*The principal gave carte blanche to make classrooms into blended classrooms. The school is heavy into technology.*

*The whole feel for the year was survival. I felt off-track with blended education; it was so many procedures, a new approach to classroom learning. I do try to incorporate blended education into what I do, although not always formally.*

Administrators noted that teachers were at different stages of implementation with BlendEd, with some who were quite experienced and adept with the strategies while others were just beginning to use them. They said teachers adapted the strategies as needed based on the topic, unit, or schedule. Administrators observed that BlendEd moved instruction away from a lecture format and provided more hands-on learning with different ways to learn the content and express mastery.

Teachers mentioned participating in professional development for BlendEd through trainings held by their ESU, conferences, workshops, and webinars. They acquired a myriad of strategies and resources at these events. Some teachers said they received coaching or had visited and observed classrooms in

which blended learning was being used, either in their school or in other schools. Several also noted they were trained and prepared in using the Canvas platform. While the majority of teachers expressed confidence with using and integrating technology, several wanted more training on Canvas, specifically wanting to know how to navigate it more effectively and reduce the time required for input. Many stated there was a substantial amount of additional time required to input everything into the system and prepare it for use by students since so much of the instruction was individualized. They also felt other platforms, such as Schoology, should be available for use.

Support for BlendEd implementation was provided by administrators, other teachers, and the ESU. Administrators shared that they supported the teachers by providing opportunities to work together and assisting teachers if they ran into implementation or integration issues. Teachers also noted the various ways they supported and were supported by peers involved in the project. These included informal discussions with other participating teachers, both within and outside of their school and district, in regard to what was and was not effective in the program; collaboration with other teachers at ESU trainings; and guidance from ESU staff which included sharing of ideas and answering questions. Some teachers were observed by a consultant from the ESU, although they voiced frustration with the observations since no feedback was provided and they were unsure if they were implementing the program correctly.

Teachers were asked what strategies were effective in getting them to use the BlendEd resources. Strategies mentioned by included:

- Accessing texts and other resources online;
- Visiting other classrooms to see how resources were being used;
- Playing games on Kahoot;
- Utilizing resources as part of classroom management by constantly reviewing objectives and procedures;
- Being able to share ideas with other participating teachers on utilization;
- Participating in the training;
- Having ESU staff available for consultation; and
- Being provided with additional time to develop lesson plans since materials (i.e., textbooks) were online.

In addition to effective strategies detailed by teachers, administrators said that having the technology coordinator answer questions during professional learning communities (PLC) meetings and asking experienced teachers to observe and share materials with beginning teachers also served to expand the usage of resources in classrooms.

Although resources were generally characterized as high quality, effective, and beneficial, some drawbacks with resources were noted by several teachers. These negative aspects included resources being limited or largely unavailable for content areas outside of core classes, especially for foreign languages, and the shortage of resources available for classrooms beyond the elementary level. Administrators mentioned that resources needed to meet students' abilities and needs in order to be effective and have a connection between the content and the approach.

When asked if other teachers benefited from the BlendEd resources, both respondent groups affirmed they did. It was noted that when other teachers witnessed students becoming more engaged in the

lessons, they were more motivated to utilize creative and innovative ways to deliver content. They also had opportunities to learn about, ask questions, and see what BlendEd teachers were doing. Many shared that observing other teachers using the strategies contributed to their buy-in. Additionally, respondents mentioned that some of the components and strategies were being utilized by teachers before formal participation in the program and prior to the program being labeled as BlendEd. Both groups also enjoyed having the different resources available to them.

### IMPACT

A majority of teachers and administrators believed the use of BlendEd positively impacted their students. They perceived that students, including those in special education (SPED), were more engaged in the lessons, gained deeper mastery of the topics, had better retention of information, set educational goals, and became more self-motivated. They discussed how students had more control and ownership of their learning and were therefore making better choices for their education because it was more meaningful for them. Through the implementation of BlendEd components, students were utilizing technology more effectively, working together more purposefully, and displaying more interest in what they were learning. Both respondent groups saw increases in academic achievement and reported improvements in assessment scores and grades as well as with writing. Typical comments about impacts follow:

> *Having a choice helps [students] take learning into their own hands*. – Teacher
>
> *I have seen improvements in SPED students. Scores have gone through the roof. Students can learn through videos on their own.* – Teacher
>
> *[Students] become more motivated to get things done. It piques their interest; it helps them find resources to expand on a topic. MAP scores improved; their writing has improved from different blended techniques. Students are mastering topics better.* – Teacher
>
> *It does change the attitude of the students. They have more ownership of what's going on, they are in charge of their own time, and they end up moving through the curriculum with mastery faster*. – Administrator
>
> *Students are truly engaged in the lessons. They have a greater control over their own learning and are making choices for themselves. BlendEd creates more active classrooms.* – Administrator

Additionally, teachers and administrators stated that through blended learning and personalized learning experiences, students were learning skills that inevitably transferred to other classes and subjects. They were exposed to different strategies and engaged in projects or other extension activities related to the topics. Students were familiar with the technology and the use of Canvas. Teachers mentioned the use of technology enabled students to become more independent, find their own solutions and answers, collaborate with other students on assignments, express their creativity, and keep current with their assignments when absent.

However, several teachers who were still struggling with integrating the technology into their classrooms perceived that impacts on students were limited. They felt they needed to understand the

BlendEd strategies more fully and practice them more skillfully before benefits to students could be realized. One administrator described a direct connection between teachers' familiarity and competence with BlendEd strategies and the achievement of measurable outcomes with students.

Teachers generally thought that BlendEd impacted students' college and career readiness by familiarizing them with learning through technology, preparing them for nontraditional college classrooms, and encouraging them to formulate their own life goals. Teachers believed students who simultaneously cultivated knowledge about technology and developed greater skills in creativity and independence would ultimately become more capable members of the workforce.

Most teachers explained that BlendEd positively shaped interactions among students by helping them to work together in a respectful fashion and build trust. They perceived that students were more willing to ask questions, share information, and help each other out. This is how teachers described impacts on student interactions:

> *It's impacted them positively. There is rotation to different stations and small group work. Previously, students shared less.*
>
> *Students built relationships in a positive way. Students are more willing to work with others and build trust. They come to me when they need help and go to each other for help.*
>
> *Students interact, help each other out. They are more social. It helped me to build relationships with students.*

A few teachers held a different perspective, saying that student collaboration was sometimes discouraged by the technology when students worked individually on their computers without interaction or students in groups delegated most of the responsibility to one person while others did very little. One teacher characterized collaboration as a skill that needed to be continually emphasized and monitored.

Teachers said that participation enhanced their teaching by providing more tools, resources, and strategies. Administrators noted that BlendEd teachers devised different and innovative ways to approach a lesson and deliver content and had increased confidence in their teaching. They also observed teachers being more team-oriented because of their collaborative work on BlendEd lessons and strategies. Administrators felt their own leadership capacity had been enhanced by becoming more aware of a different model of instruction and seeing how blended learning strategies enabled students to take greater initiative in directing their own learning.

### FACILITATORS AND CHALLENGES

Administrators cited several facilitators that were critical to BlendEd implementation in their schools. These facilitators encompassed regular support from the ESU; free training available through the grant; support from the superintendent; and adopting a common learning management system. Other facilitators included having school board support, a strong technology coordinator, and the one-to-one infrastructure. Challenges described by administrators included the time required by teachers to create and refine lessons on top of their other numerous responsibilities; the degree of student engagement

being less than desired; the need for a library of resources; and the lack of reliable Internet connections at homes located in more remote rural areas.

Nearly all teachers stated the greatest factor that served to facilitate implementation of BlendEd in their classrooms was the training and support they received. They appreciated their administrators allowing them time to incorporate it into their classrooms and being flexible as they began implementation. In addition to administrators, they described being supported by the ESU consultants and other teachers. Several also credited the technology component itself as aiding in the facilitation of BlendEd into their classes.

The most frequent challenge teachers experienced with implementation of BlendEd was the requirement of time. This included time to develop and refine lesson plans and see if the components were effective in the classroom. Other challenges mentioned by teachers included the limited resources for subject areas other than core content, the scarcity of resources for classes beyond elementary grade levels, the lack of alignment between the program and the standards, and student resistance to change. Additionally, several teachers noted that BlendEd was a collection of activities rather than a methodology of instruction and were subsequently unsure if they were implementing the concept correctly. They discussed the enormity of the information involved and requested that it be broken down into smaller and better-defined parts to ensure fidelity of implementation. Some teachers who were new to blended learning said they needed more concrete examples and practical information on how to turn theory into practice. Comments about challenges from teachers included:

> *I know what I am doing, but I don't know if it's in the right direction.*
>
> *I would like to see a stellar example of what I am shooting for and how to apply that to my own class.*
>
> *I need better help and support with how to put in small pieces at a time.*
>
> *The ideas and concepts are great, but I need more on how to do things.*
>
> *There is not enough accessibility to information . . . how do you increase interaction and involvement from students as they dive into projects?*

To address these challenges, teachers collaborated with peers and administrators to resolve issues, adjusted their classrooms and lessons as needed, and sought feedback from ESU consultants. Teachers wanted more opportunities to work with ESU staff on lessons plans and ensure the plans were correct. They also wanted access to an online discussion board to post and look for additional resources and ideas, saying that such a venue would allow them to see how other teachers were utilizing BlendEd within their own content area.

### LESSONS LEARNED

The most consistent lesson learned, as expressed by teachers and administrators, was the significant amount of planning time involved with implementation. Teachers were constantly trying new things, making adjustments, and breaking lessons down into smaller modules so students could assimilate the information and not become frustrated. Administrators emphasized the importance of creating a

common planning time for teachers so they could develop lessons together and share successful strategies as well as obstacles they faced.

Other lessons learned included understanding that technology can help to teach students work and life skills; breaking the information down into smaller modules so students can more easily grasp the content; accepting that part of the implementation process is making mistakes and learning from them; and seeing that lecture is not always the best way to instruct. Teachers advised others who were considering the use of BlendEd to try it and persevere even when their plans did not work out as hoped. They felt the benefits of student academic growth, increased individualized learning, student control over their own learning, and more academic engagement were worth the time, effort, and inevitable frustration associated with taking on a new approach to learning.

### Suggestions for Improvement

Although BlendEd was well received overall by those who were utilizing the components, teachers had several suggestions for strengthening the program. Many stated the program needed to find a way to teach the different components over a longer period of time so instructors did not feel overwhelmed and could become fully familiar with one part before trying to integrate a new one. Other suggestions included:

- Providing more time to plan lessons and incorporate BlendEd into classrooms;
- Alerting teachers to available resources pertinent to their grades and content areas;
- Receiving additional support from the ESU consultants including more ideas on how BlendEd can work in different classrooms and feedback from classroom observations;
- Switching resources during the year so students remain interested;
- Finding a better balance between technology and teaching; and
- Receiving ideas for ways to increase student engagement and interactions.

Administrators suggested allowing teachers to conduct more site visits to other schools; having more than one platform to choose from, such as Schoology; focusing on smaller public school districts so teachers could see how comparable teachers manage the program; demonstrating effective strategies; and continuing to do goal-setting with teachers.

## Project Leadership Interviews

Project leaders from ADVISER, BlendEd, EdReady, and SIMPL were asked to complete an e-mail questionnaire in winter 2019. They described progress made on objectives, factors that facilitated and posed challenges to project progress, issues that participants raised about their experiences with the project and what had been done to address issues, and perceived program impacts on participants.

### Progress Made on Objectives

All four projects displayed substantial progress on their objectives as detailed below.

The team has built policies, procedures and infrastructure for security and privacy with the ADVISER data system and related applications which are part of the data ecosystem. In collaboration with the Nebraska Department of Education (NDE) legal counsel and ESUCC legal team, the innovation team

drafted a statement of data ownership and access. This statement has been shared for review by the U.S. Department of Education and its Privacy Technical Assistance Center. Favorable review feedback was received on the team's interpretation of regulations regarding handling of data and school districts' ability to provide data.

The ADVISER and SSO applications have been fully integrated into the state data reporting and assessment systems. Nebraska Cloud SSO service is available to all ESUs and school districts in Nebraska. Usage data showed 206 organizations have utilized the framework.

The new version of the Nebraska Cloud app launch portal was available April 2020. There will be 88 applications in the app launch portal. The Software Innovation Network is being formed to continue the work of evaluating, implementing, maintaining and retiring software in the state-wide education community.

SRS and AAP applications are being tested and revised to be integrated with the ADVISER system for data exchange. In July 2019, new development libraries and new hosting environment were used for SRS to increase the speed of the application. The development team continue working on debugging and system improvement based on pre-release testing results and helpdesk requests.

The SRS has been used to report student SPED data to ADVISER for the 2018/19 and 2019/20 school years. It was used by 241 out of 244 public school districts in Nebraska in the 2019/20 school year. New features, including support for 504 SPED plans and an administrative dashboard will be added by the SRS advisory team. An interface is also under development to synchronize ADVISER data by student information systems into SRS to avoid data entry duplication in both systems. The upgrade of SRS system, although it required more resources than originally expected, will help develop and upgrade the AAP system in 2020 as it will be using the SRS code base.

Overall, leadership felt the innovation grant has provided more access to quality applications through the single sign-on application and automated rostering of some applications from ADVISER. It promoted data quality through automated submission of reporting data and encouraging data to be accurate at the system of record rather than being corrected at intermediate reporting steps.

In the BlendEd project, the team continued to increase the utilization of the strategies around blended and personalized learning. They scaled the professional development and coaching of classroom teachers through (1) monthly meetings of ESU blended coaches and identifying how to address activities and concerns that arise from the meetings; (2) onsite visits to the participating districts/schools to observe teachers implementing BlendEd strategies; (3) professional development sessions for both new and veteran BlendEd teachers to have a deeper understanding of BlendEd strategies and how to develop BlendEd lesson plans; and (4) meetings with teachers and the ESU staff to discuss successes and struggles in the implementation.

In the last project year, the foci of BlendEd have been revised based on improved knowledge of the participants and the coaches in the project. The project is now focused on providing coaching strategies and supports for teachers to reflect and improve instruction using BlendEd strategies, instead of just providing professional development opportunities. The lighthouse teachers, who are the initial group of participating teachers, are viewed as change agents in the schools and districts and have received the most support from the team regarding BlendEd strategies and techniques.

The SIMPL project has undertaken three phases during the past project years to develop and implement the online SIMPL tool to help ESU enter service inventories, receive training in best practice service development, and have an online repository of reports. Phase 1 is the service planning phase when the team compiled and examined the existing service offerings; created common system to code services; collected preliminary data such as participation and implementation data; created services management web application; and started building an online dashboard. SIMPL implementation started in Phase 2 when the SIMPL application started to collect activity logs; service implementation scores were given; workshop data were integrated; data products were generated; annual reports were provided to districts/ESUs/state. The last phase the team just went through was cost-repository-prediction. The team was able to provide reports comparing the costs to school districts using ESU services with the costs to School Districts reaching out to external vendors.

The SIMPL project greatly increased use of the software system throughout the state. At the outset of the Innovation Grant, ESU 7 was the only ESU using SIMPL. There was no method to collect the aggregate number of service hours, service recipients, event attendance, or statewide correlation to AQuESTT. In 2017/18, five ESUs (2, 7, 8, 10, and 17) were involved and eight ESUs (2, 3, 7, 8, 10, 13, 16, and 17) were inputting data into SIMPL. In 2019/20, two more ESUs (9 and 15) started using SIMPL to log services. By spring 2020, more than 66,514 school district personnel have participated in services. A total of 34,876 hours/4,650 school days of support have been logged in SIMPL. Over 11,915 entries were documented and more than 6,000 individuals have attended ESU sponsored events.

### FACTORS THAT FACILITATED PROJECT PROGRESS

Respondents noted that a number of factors helped facilitate each project. For ADVISER and SRS development and implementation, the innovation team reported that their progress was enhanced by:

- consistent attention, steady work on the projects;
- communication with all possible stakeholders to understand needs and experience with the systems being developed;
- additional resources at the right times to speed development;
- positive user experience;
- users understanding the purpose/need for the systems and the updates; and
- loyal following of users.

For the BlendEd project, building relationships with participating teachers through site visits and observations was viewed as the most beneficial. The constant communication with teachers also helped the team to received validation from the work they are implementing. Facilitators also included regular meetings with ESU coaches and blended lighthouse teachers to guide the teacher through their goals and plans for implementation, and the support from school/ESU administrators.

EdReady established working relationships with a variety of “shareholders” they viewed as key to project progress aligning with broader statewide goals (including those of ESUCC, NDE, ESUs, local schools, conference organizers and business entities). Impactful use of EdReady in the classroom and in support of local efforts are being identified and shared as models for others across the state in case studies, conference presentations, and more.

For the SIMPL project, one large facilitator was the monthly SIMPL advisory team meetings to problem solve, trouble shoot, and provide procedural suggestions to the ESUCC. Other facilitators included ESUCC and NDE participating in a joint collaboration meeting to establish priorities for their memorandum of understanding and using the SIMPL process for this work; and the development of a SIMPL user manual. This manual is intended to be a living document that will be revised as the tool is revised.

Across different projects, common facilitators are hardworking team members and the collaboration across projects. Respondents noted that most team members put in extra time and efforts and worked beyond the expectations of their positions to reach goals. There were weekly meetings involving the ADVISER team, SRS application, and hosting infrastructure to coordinate needs and activities. These meetings, along with the NDE Data and Technology Committee, promoted awareness and alignment of technology project work between agencies. The BlendEd and NROC/EdReady project has established a close partnership. The EdReady product allows for teachers and students to consider a blended strategy for students to work at their own pace. The SIMPL project also can be used to support the implementation of the blended learning strategies through services of professional development and coaching. In addition, with a fully functioning ADVISER dashboard, the progress a student is making can be identified and resources could be selected based on the student needs.

### DISSEMINATION

During the project years, the innovation grant research team has put forth strong efforts to disseminate project products. The SRS and SSO applications have been promoted through the state-wide ESU network of affiliate groups and meetings, state-level conferences, NDE news bulletins, and direct communication with active users. For the BlendEd project, results of the site visits and observations and the notes from the monthly BlendEd Coaches meetings have been shared with the ESU administrators in a monthly report. In addition, the ESU coaches have been sharing the results with their schools and districts in order to gain local interest in using the BlendEd strategies. The BlendEd learning used social media posts to raise project awareness. Examples of student artifacts created when using blended learning strategies were also posted in the OERCommons Hub for Nebraska (https://www.oercommons.org/curated-collections/889?__hub_id=55) and the website for the Digital Age Pedagogy bit.ly/DigitalAgePedagogy. The SIMPL project shared project reports to communicate with state senators, school districts, school boards and the NDE.

### SUGGESTIONS FOR IMPROVEMENT

Several suggestions for project stability and improvement came from project leaders. For ADVISER, it was seen as important to make conservative estimates of time and resources needed as software development projects are intensive and require careful specifications, planning, and monitoring to keep them on track. Project leadership also suggested that structured testing plans be developed to ensure software quality. Both automated testing techniques and real-world user scenarios are essential to providing the best user experience when new software or updates are rolled out. It was also noted that a communications and marketing plan should be created as an essential part of the project to promote awareness and engagement in the stakeholder community.

BlendEd leadership remarked that it is essential to create participant buy in, not only from the teachers but also from building administrators to maintain sustainability. An ideal approach is a school-wide

innovation approach with administrative full interest and support as well as a strong team of classroom teachers willing to put the innovative strategies in place and continue even when there is difficulty.

In addition, the professional development has to be deep to provide a strong understanding of the strategies. The BlendEd team also noted that follow-up professional development and coaching allows for the growth to progress. Without these pieces, the growth will plateau and not be able to see the potential results of these innovative strategies. The SIMPL project leadership indicated that it is important to move the management to ESUCC at the outset of the project to promote engagement of all ESUs to participate in the project. The EdReady project leadership had no suggestions at this time.

## CONCLUSIONS

Evaluation findings demonstrate that the DE$^2$TAILS project has operated on the proposed timelines and has accomplished most of the proposed goals and objectives.

### FINDINGS

- **The review of project documents and leadership interviews provide evidence the DE$^2$TAILS project has been fully implemented in support of proposed goals and objectives.** The documents made available for review show an increasingly sophisticated project being implemented in ways that meet program goals and objectives and support participants. Qualitative data collected from project documents and leadership interviews also confirm that ADVISER, BlendEd, EdReady, and SIMPL projects displayed substantial progress on their objectives.

- **The DE$^2$TAILS project has made a substantial impact on participants and different stakeholders statewide.** The ADVISER project has provided a state-wide access to quality applications through the SSO application and automated rostering of some applications from ADVISER. It promoted data quality through automated submission of reporting data. BlendEd and EdReady projects increased the utilization of the strategies around blended and personalized learning. They also scaled the professional development and coaching of classroom teachers. The SIMPL project developed and implemented the online SIMPL tool to help ESU enter service inventories, receive training in best practice service development, and have an online repository of reports.

- **BlendEd summer training provided a high-quality professional development experience.** Participants agreed the BlendEd training was approaching excellent. They gave the highest rating to instructor preparedness. They also agreed they had good opportunities and sufficient time to engage and participate in the professional development activities.

- **Participants also agreed or strongly agreed that what they learned in the BlendEd professional development has a positive influence on the BlendEd implementation.** Most respondents would like to participate in future BlendEd training activities. They also agreed that the professional development helped them better understand BlendEd and would help them implement the program with their students. They also indicated strong agreement that they developed a deeper knowledge of what BlendEd can do to enhance student learning.

- **Although implementation varied by schools, most teachers and administrators believed the use of BlendEd positively impacted their students.** They perceived that students were more engaged in

the lessons, gained deeper mastery of the topics, had better retention of information, set educational goals, became more self-motivated, had more ownership of their learning, and utilized technology more effectively. Both respondent groups saw increases in academic achievement and reported improvements in assessment scores and grades as well as with writing.

- **BlendEd has also demonstrated a positive impact on participating teachers and administrators.** Teachers and administrators said that participation enhanced their teaching by providing more tools, resources, and strategies. Administrators noted that BlendEd teachers devised different and innovative ways to approach a lesson, increased confidence in their teaching, and became more team-oriented because of their collaborative work on BlendEd lessons and strategies. Administrators felt their own leadership capacity was enhanced by becoming more aware of a different model of instruction.

# APPENDIX

BLENDED PROFESSIONAL DEVELOPMENT EVALUATION FORM
BLENDED ADMINISTRATOR INTERVIEW PROTOCOL
BLENDED STUDENT SURVEY
BLENDED TEACHER SURVEY
BLENDED TEACHER INTERVIEWPROTOCOL

# BlendEd Professional Development Evaluation Form

1. Please indicate your job category
   A. Classroom teacher
   B. School administrator
   C. Instructional coach
   D. District administrator
   E. ESU staff
   F. Other
      Please specify_____

2. Please thoughtfully rate your experience for the entire BlendEd professional development/training on the following items:

| | Poor | Below Average | Average | Above Average | Excellent |
|---|---|---|---|---|---|
| a. Overall quality of the professional development experience. | | | | | |
| b. Preparation of the instructor(s). | | | | | |
| c. Overall clarity of information presented in the training. | | | | | |
| d. Usefulness of the training for your work. | | | | | |
| e. Opportunities for participant engagement in the sessions. | | | | | |
| f. Time for participants to actively engage (ask questions, share comments, etc.). | | | | | |
| g. Your personal level of engagement in the professional development activities. | | | | | |
| h. How well the professional development reached the stated goals. | | | | | |
| i. How well you learned from the training. | | | | | |

3. Please indicate the degree to which you agree or disagree with the following statements, based on your participation in the BlendEd training:

| | Strongly disagree | Disagree | Neither agree nor disagree | Agree | Strongly agree |
|---|---|---|---|---|---|
| a. Participating in the BlendEd professional development helped me better understand the program. | | | | | |
| b. I developed a deeper knowledge of what BlendEd can do to enhance student learning. | | | | | |
| c. Participating in the BlendEd professional development will help me implement the program with my students. | | | | | |
| d. I can easily apply what I learned to my work. | | | | | |
| e. I intend to implement most or all of what I learned. | | | | | |
| f. I would participate in future BlendEd training activities. | | | | | |

4. What did you like best about the professional development experience?

5. What were key learning take-aways from participation in the BlendEd training?

6. What, if anything, would you change to improve the professional development activities?

7. If you were to tell your colleagues about this professional development experience, what words would you use to describe it?

8. What impact do you hope your participation in this training will have on you, other teachers, and students in your class/school/district?

9. What additional information or support, if any, is necessary to help you implement the BlendEd program in your school/district/ESU?

THANK YOU VERY MUCH!

**RMC Research Corporation, Denver**

**DE2TAILS: Data-Driven Ecosystem Enhancing Teaching and Improving Learning for Students**
**BlendEd Administrator Interview Protocol**

**Interviewer:**
**Respondent:**
**Date of Interview:**
**Contact Information:**

Thanks for taking this time to answer my questions. As you know, RMC Research is conducting an evaluation of BlendEd learning, which is part of the NE innovation grant DETAILS project. This interview is meant to capture your ideas about your work with the project and impacts that it may have had. The interview will take us about 30 minutes. Thanks for taking this time to participate. Your participation is totally voluntary. The information you provide will be kept completely confidential, and no names will be used in our reports. You have the option of not responding to any of the questions being asked without any negative ramifications or outcomes. (Optional: I will tape this interview so that we can be sure to capture your responses verbatim, rather than relying on handwritten notes.) Do you have any questions before we begin?

## Implementation

1. Let's start by talking about why and how BlendEd learning was adopted at your school.

2. Please describe the major roles and responsibilities that you have had related to BlendEd and the specific activities in which you were engaged during the past year.

3. How has BlendEd been implemented at the school? Is it being used as intended? Please explain.

    a. What kinds of professional development and support do teachers receive? How prepared are the teachers in the use of the technology? How confident are the teachers for use of the technology? Please explain.

    b. What are some effective strategies for getting teachers to use BlendEd resources? Do teachers other than BlendEd learning teachers benefit from the resources? If so, how?

    c. To what extent do program components of BlendEd learning integrate with other classes or instruction going on in the building?

4. What implementation challenges have your teachers experienced? What strategies have been used use to address those challenges?

**Impact**

5. What is your perception of the impact of BlendEd on students participating in it?

6. What has been the impact on participating teachers? In what ways has BlendEd influenced teacher-teacher interactions in your school? In what ways has BlendED influenced teacher-administrator interactions?

7. What has been the impact for you and the other leaders in the building? In what ways has BlendEd influenced interactions between administrators or other leaders in the building?

8. What has been the impact on parents, communities, or other stakeholders?

**Sustainability**

9. What factors have served to facilitate the BlendEd implementation in your school?

10. To date, what lessons have you learned as a result of your participation in this project? (PROBE: What advice would you give to other schools who wish to implement Blended?)

11. What suggestions do you have for improvement?

Thank you so much for your time.

**BlendEd Student Survey**
**RMC Research Corporation**

**Directions:**

RMC Research Corporation is conducting an evaluation of the BlendEd program to assess the impact of the program on students and teachers. The questions in this survey will ask you about your feedback on the BlendEd lessons you have taken. Additionally, we are interested in any ideas you may have to improve the program.

This is a survey, not a test. There are no "right or wrong" answers. It is important that you answer each question honestly. If you are unsure of an answer, choose the response that is closest to how you feel. The survey will take about 20 minutes to complete. Thank you in advance for completing the survey.

**Please select "Yes I agree to complete the survey" if you agree to participate in this evaluation. The survey is voluntary and we will make every effort to keep the information we collect confidential, and your individual answers will not be reported to anyone.**

**Identifier**

1. Please enter your name and birth date as requested below. This information is for identification purposes only and will not be shared with anyone or any organization, and will not appear in any reports or publications.

First Name _____

Last Name _____

When were you born?

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |
| **Month** | | | **Day** | | | **Year** | | | |

**Demographic information**

2. What kind of school do you go to?
   - ☐ Elementary school
   - ☐ Middle school
   - ☐ High school
   - ☐ Other (please specify) _____

3. What grade are you in?
   - ☐ 3rd
   - ☐ 4th
   - ☐ 5th
   - ☐ 6th
   - ☐ 7th
   - ☐ 8th
   - ☐ 9th
   - ☐ 10th
   - ☐ 11th
   - ☐ 12th

4. What is your gender? ☐ Male ☐ Female ☐ Prefer not to answer

5. How would you describe your ethnic background? (Please check all that apply.)
   - ☐ White/Caucasian
   - ☐ Asian/Pacific Islander
   - ☐ Black/African American
   - ☐ American Indian/Alaskan Native/Native Hawaiian
   - ☐ Hispanic/Latino
   - ☐ Other (please specify) _____
   - ☐ Choose not to answer

6. In what subject area(s) have you experienced BlendEd learning? (Please check all that apply.)
   - ☐ Math
   - ☐ Science
   - ☐ English
   - ☐ Social studies
   - ☐ None
   - ☐ Other (please specify) _____

**Student Learning (Pre-Post)**

7. How much do you agree or disagree with each of the following statements about a typical class (pre) or BlendEd learning class (post)? (Please check one box for each statement.)

| | Strongly Disagree | Disagree | Neither Agree or Disagree | Agree | Strongly Agree | N/A |
|---|---|---|---|---|---|---|
| a. I am recognized for good work. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. My teacher listens to my ideas and responds to my questions. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. My teacher helps me to feel like I am a part of the class. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. My teacher makes it clear what we will be learning in a class. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. I am engaged in the [BlendEd learning (post)] class. I feel focused on my learning. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. I use online coursework to learn, relearn/review. (e.g., review a video more than once or use a doc with notes.) | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. All of my learning is during class time. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| h. My class content is online. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| i. My learning is self-directed. I can choose activities to work on, online or during class. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| j. Information is presented clearly in BlendEd activities. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| k. The speed or pace of activities is helpful in learning the content. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| l. I am challenged by the learning activities/assignments. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |
| m. Overall, the [BlendEd (post)] class(es) I attend of high quality. | ☐ | ☐ | ☐ | ☐ | ☐ | ☐ |

**Academic Engagement**

8. How much do you agree or disagree with each of the following statements? (Please check one box for each statement.)

| | | Strongly Disagree | Disagree | Neither Agree or Disagree | Agree | Strongly Agree |
|---|---|---|---|---|---|---|
| a. | I like being at school. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. | I am interested in the work at school. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. | I pay attention in class. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. | Time seems to pass quickly when I am doing schoolwork. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. | I like schoolwork best when it is challenging. | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. | I feel that the school work I am assigned is meaningful and important. | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. | I think that the things I am learning in school will be important for my future. | ☐ | ☐ | ☐ | ☐ | ☐ |
| h. | I feel that school is worthwhile. | ☐ | ☐ | ☐ | ☐ | ☐ |
| i. | I am a good student. | ☐ | ☐ | ☐ | ☐ | ☐ |

**Perceived Impact (Post Only)**

9. The following items focus on how BlendEd learning classes impacted your learning. How much do you agree or disagree with each of the following statements after attending the BlendEd classes? (Please check one box for each statement.)

| | Strongly Disagree | Disagree | Neither Agree or Disagree | Agree | Strongly Agree |
|---|---|---|---|---|---|
| a. I gain knowledge in my blended learning class. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. I learn to take responsibility for my own learning. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. I enjoy using technology to learn. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. I am comfortable expressing my own ideas on how to look for solutions to problems. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. I expect to receive a good grade in my coursework. | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. I am confident that I can be successful in school. | ☐ | ☐ | ☐ | ☐ | ☐ |

**(Optional open-ended questions) Post Only**

10. What do you need for success in your BlendEd learning class?

11. What did you like best about BlendEd learning classes?

12. What did you like least about BlendEd learning classes? What would you change?

13. Would you recommend BlendEd learning classes to your friends? Why/Why not?

**Thank you for completing this survey!**

**BlendEd Teacher Survey**
**RMC Research Corporation**

Dear BlendEd participant:

RMC Research Corporation has contracted with Educational Service Unit Coordinating Council (ESUCC) to conduct an evaluation of the BlendEd program to assess the impact of the program on teaching and learning. The purpose of this study is to document activities undertaken as part of the project and their impact. The results of this evaluation project are expected to provide valuable information at the local, state, and national levels about effective learning programs for K-12 students. In addition, this information will enable participating schools to ensure that the BlendEd program is effective and that they have positive influences on students.

The information you provide as part of the BlendEd activities will be essential to demonstrate its impact and to identify areas for improvement. There is no right or wrong answer to the questions on this survey. You may skip a question if you do not want to answer it. We will make every effort to keep the information we collect confidential, and you will not be identified in any report. The survey should take about 20 minutes to complete.

If at any time (before, during, or after) you have questions about the study, please contact us at RMC Research Corporation at (800) 922-3636. I (or a member of the evaluation team) will be happy to answer any questions you may have. By completing this survey, you indicate that you understand the conditions of this study and voluntarily agree to participate.

Thank you for your help.

Sincerely,

**John Sutton, Evaluation Director**
**RMC Research Corporation**

**Identifier**

1. Please enter your name as requested in the boxes below. This information is requested for identification purposes to minimize duplication of entries. This information will not be accessible to anyone outside of RMC Research, will not be shared with anyone or any organization, and will not appear in any reports or publications. What is your first and last name?

First Name _____
Last Name _____

2. Please provide a unique identifier code. This information is requested for identification purposes to minimize duplication of entries. This information will not be accessible to anyone outside of RMC Research and will not be shared with anyone or any organization.

Third digit of the year you graduated college (e.g., if 1989 you would enter an 8) _____
Fourth digit of the year you graduated college (e.g., if 1989 you would enter a 9) _____
First digit of the month you were born (e.g., if April you would enter a 0) _____
Second digit of the month you were born (e.g., if April you would enter a 4) _____
First digit of the day you were born (e.g., if the 13th, you would enter a 1) _____
Second digit of the day you were born (e.g., if the 13th, you would enter a 3) _____

**Demographic Information**

3. Please select the ESU you are from (dropdown menu).

4. Please select the district or school at which you are a teaching staff. (dropdown menu)
   If other, please specify the name of your school and district.
   _____

5. What's your role in this school? (Please choose only one.)
   ☐ Classroom teacher
   ☐ Other (please specify) _____

6. What grade level do you teach? (Please choose all that apply.) (or dropdown menu)
   ☐ 3rd ☐ 4th
   ☐ 5th ☐ 6th
   ☐ 7th ☐ 8th
   ☐ 9th ☐ 10th
   ☐ 11th ☐ 12th

7. What is your gender? ☐ Male ☐ Female ☐ Prefer not to answer

8. How would you describe your ethnic background? (Please check all that apply.)
   - ☐ White/Caucasian
   - ☐ Asian/Pacific Islander
   - ☐ Black/African American
   - ☐ American Indian/Alaskan Native/Native Hawaiian
   - ☐ Hispanic/Latino
   - ☐ Other (please specify) _____
   - ☐ Choose not to answer

9. In what subject area(s) have you taught a blended class? (Please choose all that apply.)
   - ☐ Math
   - ☐ Fine Arts
   - ☐ Science
   - ☐ CTE
   - ☐ English
   - ☐ Social studies
   - ☐ Other (please specify) _____

10. Including this year, how many years have you taught on a full-time basis in grades K-12? (Or use a drop-down menu listing 0-20 or more.)
    - ☐ 3 or less years
    - ☐ 4-6 years
    - ☐ 7-9 years
    - ☐ 10-14 years
    - ☐ 15 or more years
    - ☐ N/A

11. What is the highest degree you hold?
    - ☐ BA or BS
    - ☐ MA, MS or MEd
    - ☐ PhD or EdD
    - ☐ Other, please specify_____

12. At what levels are you certified to teach? (Choose all responses that apply.)
    - ☐ Early childhood education
    - ☐ Elementary education
    - ☐ Middle level education
    - ☐ Secondary education
    - ☐ Not certified at this time

**BlendEd Implementation Fidelity(Post only)**

When you respond to the following items, please answer based on **a typical week** over the past year/semester (we want to be sure that the data we collect reflect what a typical week might involve, rather than capturing an unusual week—such as one filled with student testing).

13. How many days do you use BlendEd learning activities with your students in an average week?
    - ☐ 0
    - ☐ 1
    - ☐ 2
    - ☐ 3
    - ☐ 4
    - ☐ 5

14. On average, how much planning and preparation time did you spend for one complete BlendEd learning lesson?

Minutes _____

15. In comparison to no-BlendEd lesson planning, are you spending more, less or same on preparing BlendEd lessons?
    - ☐ Spending less time preparing BlendEd lessons.
    - ☐ Spending the same time
    - ☐ Spending more time. On average, how much more time do you spend per week? _____minutes

16. During a typical week, how often do you incorporate the following blended strategies during instruction?

| | Never | Rarely | Sometimes | Always | N/A |
|---|---|---|---|---|---|
| a. Use differentiated learning stations on a fixed schedule. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. Provide students with opportunities to take online courses that supplement in-person courses. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. Promote student-to-student collaborations and interactions through BlendEd activities. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. Use reinforcement mechanisms, such as wall-mount progress charts and milestone celebrations, to set goals and monitor student progress. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. Teach students to be accountable for their own learning. | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. Use standard-aligned assessments to monitor personal student progress. | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. Use student data collected through different sources (e.g., observations, assignments, and/or assessments) to detect student needs and guide instruction. | ☐ | ☐ | ☐ | ☐ | ☐ |
| h. Promote student voice by allowing students express opinions, advocate for classroom decisions, lead peer groups, develop their own critical questions and/or influence curriculum or instruction. | ☐ | ☐ | ☐ | ☐ | ☐ |
| i. Encourage students to choose from different types of learning activities (e.g., task-based, tool-based, space-based, or time-based) that meet their specific learning needs. | ☐ | ☐ | ☐ | ☐ | ☐ |
| j. Integrate digital media and technologies in classroom instruction. | ☐ | ☐ | ☐ | ☐ | ☐ |

**Support (Pre and Post)**

17. How would you rate the level of support you received from your school and ESU for each of the following statements?

| | Not at All Supported | Somewhat Supported | Moderately Supported | Well Supported | Very Well Supported |
|---|---|---|---|---|---|
| a. Working with fellow teachers during the regular school week on classroom instruction. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. Collaborating with peer teachers within and outside of the district on classroom instruction. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. Learning new things about instructional pedagogy in your present job. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. Trying out new ideas in teaching. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. Attending professional development sessions related to the subject area(s) you teach on BlendEd strategies. | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. Feeling supported by ESU staff (including instructional coaches and tech coordinators). | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. Feeling supported by instructional leaders or administrators in your school. | ☐ | ☐ | ☐ | ☐ | ☐ |
| h. Feeling supported by district personnel/colleagues (e.g. media specialist, instructional coach, curriculum director, or other). | ☐ | ☐ | ☐ | ☐ | ☐ |

**Preparedness (Pre and Post)**

18. How would you rate your level of preparedness related to each of the following statements?

| | Not at All Prepared | Somewhat Prepared | Moderately Prepared | Well Prepared | Very Well Prepared |
|---|---|---|---|---|---|
| a. Provide instruction that meets the state standards. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. Teach problem-solving strategies. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. Sequence instruction to meet instructional goals. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. Select and/or adapt instructional materials to implement your written curriculum. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. Make connections within a subject area and between subject areas. | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. Teach classes for students across a wide range of abilities. | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. Teach students from a variety of ethical/racial backgrounds. | ☐ | ☐ | ☐ | ☐ | ☐ |
| h. Teach students who have limited English proficiency. | ☐ | ☐ | ☐ | ☐ | ☐ |
| i. Teach students who have a learning disability. | ☐ | ☐ | ☐ | ☐ | ☐ |
| j. Use a variety of assessment strategies. | ☐ | ☐ | ☐ | ☐ | ☐ |
| k. Use results from student assessment to inform practice. | ☐ | ☐ | ☐ | ☐ | ☐ |

**Confidence (Pre and Post)**

19. How would you rate your level of confidence related to each of the following statements?

| | Not at All Confident | Somewhat Confident | Moderately Confident | Very Confident | Extremely Confident |
|---|---|---|---|---|---|
| a. In your content knowledge with respect to the subject area(s) that you teach. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. In your pedagogical content knowledge. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. In your ability to use computer and/or varied technologies in classroom instruction. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. In your ability to craft good questions for your students to promote critical thinking. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. In your ability to adjust your lesson to the proper level for individual students. | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. In your ability to use a variety of assessment strategies. | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. In your ability to establish a learning environment that encourages risk taking. | ☐ | ☐ | ☐ | ☐ | ☐ |
| h. In your ability to share or demonstrate effective lessons to your peers through classroom observations, shared lesson plans, or videos. | ☐ | ☐ | ☐ | ☐ | ☐ |
| i. In your ability to help colleagues improve their knowledge and skills related to the BlendEd strategies you teach. | ☐ | ☐ | ☐ | ☐ | ☐ |
| j. In your ability to act as a leader among other teachers. | ☐ | ☐ | ☐ | ☐ | ☐ |

**Job satisfaction (Pre and Post)**

20. Please indicate the extent to which you agree or disagree with the following statements

| | Strongly Disagree | Disagree | Neither Agree or Disagree | Agree | Strongly Agree |
|---|---|---|---|---|---|
| a. I like the people with whom I work. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. I get along well with my colleagues. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. My colleagues stimulate me to do better work. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. Working conditions in my school are good. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. I get along well with my students. | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. My students respect me as a teacher. | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. Teaching provides me the opportunity to help my students learn. | ☐ | ☐ | ☐ | ☐ | ☐ |
| h. Teaching encourages me to be creative. | ☐ | ☐ | ☐ | ☐ | ☐ |
| i. Teaching provides an opportunity to use a variety of skills. | ☐ | ☐ | ☐ | ☐ | ☐ |
| j. I receive recognition for my successful teaching. | ☐ | ☐ | ☐ | ☐ | ☐ |

**Leadership**

21. Please indicate the extent to which you agree or disagree with the following statements.

| | Strongly Disagree | Disagree | Neither Agree or Disagree | Agree | Strongly Agree |
|---|---|---|---|---|---|
| a. My administrators treat me with respect. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. My administrators are effective instructional leaders. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. My administrators facilitate communication effectively. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. My administrators support me in my work with students. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. My administrators support shared decision making | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. My administrators allow me to be an effective instructional leader | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. My administrators are effective in helping us reach our vision. | ☐ | ☐ | ☐ | ☐ | ☐ |
| h. My administrators allow me to collaborate with peer teachers or visit model classrooms across the district. | ☐ | ☐ | ☐ | ☐ | ☐ |
| i. My administrators provided personalized feedback on how to improve BlendEd learning implementation. | ☐ | ☐ | ☐ | ☐ | ☐ |
| j. My administrators leverage BlendEd learning to deliver professional development to teachers. | ☐ | ☐ | ☐ | ☐ | ☐ |

**Perceived impact (Post Only)**

22. Please indicate the extent to which you agree or disagree with the following statements.

| With BlendEd instructional strategies, I feel that | Strongly Disagree | Disagree | Neither Agree or Disagree | Agree | Strongly Agree |
|---|---|---|---|---|---|
| a. student motivation to learn increased. | ☐ | ☐ | ☐ | ☐ | ☐ |
| b. student engagement increased. | ☐ | ☐ | ☐ | ☐ | ☐ |
| c. student academic achievement increased. | ☐ | ☐ | ☐ | ☐ | ☐ |
| d. student accountability increased. | ☐ | ☐ | ☐ | ☐ | ☐ |
| e. Student voice and choice increased. | ☐ | ☐ | ☐ | ☐ | ☐ |
| f. More learning styles were met. | ☐ | ☐ | ☐ | ☐ | ☐ |
| g. more content was taught in a given time (e.g., quarter/semester). | ☐ | ☐ | ☐ | ☐ | ☐ |

23. What do you need to implement BlendEd learning in your classroom?

24. How could your BlendEd implementation be improved? What additional supports do you need?

25. If you have any other comments about your experience with BlendEd learning, please include them here.

**Thank you for completing these questions.**

**RMC Research Corporation, Denver**

**DE2TAILS: Data-Driven Ecosystem Enhancing Teaching and Improving Learning for Students**

**BlendEd Teacher Interview Protocol**

**Interviewer:**
**Respondent:**
**Date of Interview:**
**Contact Information:**

Thanks for taking this time to answer my questions. As you know, RMC Research is conducting an evaluation of BlendEd learning, which is part of the NE innovation grant DETAILS project. This interview is meant to capture your ideas about your work with the project and impacts that it may have had. The interview will take us about 30 minutes. Thanks for taking this time to participate. Your participation is totally voluntary. The information you provide will be kept completely confidential, and no names will be used in our reports. You have the option of not responding to any of the questions being asked without any negative ramifications or outcomes. (Optional: I will tape this interview so that we can be sure to capture your responses verbatim, rather than relying on handwritten notes.) Do you have any questions before we begin?

## Implementation

1. Can you let me know briefly your background? (Degree, major, grade level, and year teaching).

2. How did you first get connected with BlendEd learning? What motivated you to participate?

3. What is the nature of your collaboration with other teachers in this project?

4. How has BlendEd been implemented at your school? Is it being used as intended? Please explain.

    a. What kinds of professional development and support do you receive? How prepared are you in the use of the technology? How confident are you for use of the technology? Please explain.

    b. What are some effective strategies for getting you to use these resources? Do teachers other than BlendEd learning teachers benefit from the resources? If so, how?

    c. To what extent do program components of BlendEd learning integrate with other classes or instruction going on in the building?

5. What implementation challenges have you experienced? (If some have already been mentioned, restate the challenges and either ask them to elaborate or ask if additional challenges have been encountered.)

    a. What strategies did you use to address those challenges?

    b. To what extent do you feel those strategies were successful?

    c. What additional support do you need to address these challenges?

**Impact**

6. What do you believe has been the impact of participating in BlendEd on the students in the program?

    a. (if not answered) What has been the **academic** impact on students?
    b. What is the nature of personalized learning experiences for your students? Please elaborate.
    c. (if not answered) In what ways, if any, has BlendEd impacted students' **college and career readiness**?
    d. In what ways has BlendEd influenced student-student interactions? In what ways has BlendEd influenced student-teacher interactions?

7. How are you and your school benefitting from being involved in the project? In what ways has BlendEd influenced teacher-teacher interactions? In what ways has BlendED influenced teacher-administrator interactions?

8. How useful are the BlendEd resources? What have you learned from your students, peer teachers and/or administrators that can be used to improve the resources?

9. What suggestions do you have for improvement?

**Sustainability**

10. What factors have served to facilitate your implementation of BlendEd in your classroom? (PROBE: What kinds of activity have been most beneficial to the project?)

11. To date, what lessons have you learned as a result of your participation in BlendEd?

    a. Would you recommend BlendEd to peer teachers?
    b. What advice would you give to others who wish to participate in BlendEd?

Thank you so much for your time.

Information Services Committee Meeting
Monday, May 4, 2020 8:00 AM
Zoom
6949 South 110th Street
LaVista, NE 68128

1. Call to Order
Committee Chair

2. Roll call
Committee Chair

3. Agenda Item
Committee Chair

- 3.1. DE2TAILS - Innovation Grant
  Scott Isaacson
- 3.2. Equitable Access and Digital Resources Innovation Grant
  Scott Isaacson
- 3.3. Staff Reports
  Committee Chair
  - 3.3.1. Scott Isaacson
    Scott Isaacson
  - 3.3.2. Rhonda Eis
    Rhonda Eis

4. Next Meeting Agenda Items
Committee Chair

5. Adjournment
Committee Chair

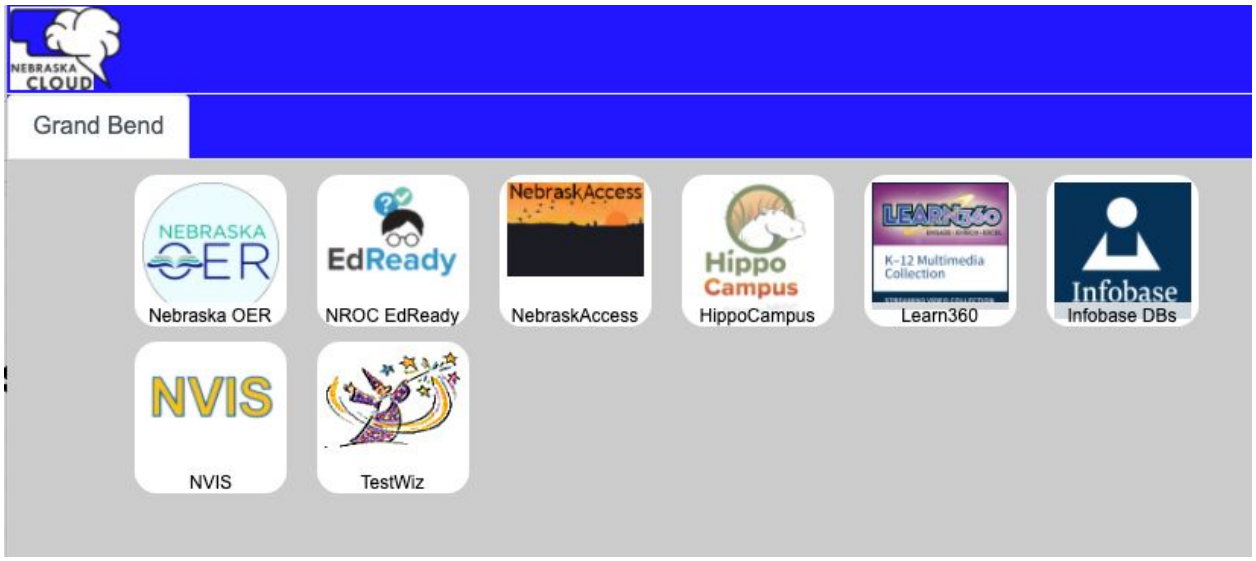
# ESUCC Information Services Update

Scott Isaacson
May, 2020

## Software Innovation Network

In the current remote environment efforts have shifted to information gathering and needs analysis, toward prioritizing the CARES act resources and providing technological supports in this new time. The NDE Commissioner's public survey, direct interviews with stakeholders, discussions with NOC and other ESU affiliate leaders, and other channels of input are all coming together to help prioritize and direct work in this area. It seems the NDE plans to announce additional resources during May to address the gathered reported needs.

The Academic Advancement Plan (AAP) application has received some new attention based on the remote operations now in place at schools. Dean Folkers and I have discussed using some contract development work to update this software to improve communications between Interim Program Schools and resident districts.




The new app launch portal (screen shot above) is available to all districts statewide and is populated by default with freely available apps and resources.

# DE$^2$TAILS

Xin Wang from RMC has provided the final evaluation report for the project and it is included as a separate attachment on the meeting today.

# Nebraska Cloud Hosting

With changes in priorities, I have developed a new project plan to finally remove our servers from the Nebraska Hall data center and adjust the hosting contract to only include the off-site backup server. The new plan has us completing those moves by the end of May. This could be impacted due to the data center currently being closed for outside access.

# SRS

During April, the focus of the SRS development team was ADVISER reporting. The team has released 10 fixes into the live system since our last board meeting. Helpdesk calls are down, and Minh is taking these via his cell phone at home at this time. The SRS was held via Zoom on the afternoon of April 20th. Reports from the field show that the improvements in the system are noticed and many areas reported no or very minor problems in their daily operations. We are at the threshold to move from fixing to improving even more. Future enhancements include support for 504 plans and an administrative dashboard or checklist to help administrative users see a concise list of problems such as errors reporting students to ADVISER, expired forms, or incomplete data. A beginning design of the support for 504 plans is among the plans for May.

Grand Island will be transitioning away from SRS during the 2020-2021 school year as they adopt the Edupoint Synergy product and our team has met with them about a data interchange to make that a smooth process.

Educational Service Unit Coordinating Council
Information Services Committee Meeting
May 4, 2020 at 8:00 AM Central
Zoom
6949 South 110th Street
LaVista, NE 68128

Attendance Taken at 7:59 AM.

| | |
|---|---|
| Corey Dahl (ESU 08): | Present |
| Dr. Ted DeTurk (ESU 02): | Present |
| Dr. Bill Heimann (ESU 01): | Absent |
| Dr. Brenda McNiff (ESU 05): | Present |
| Deb Paulman (ESU 16): | Present |
| Gregg Robke (ESU 04): | Present |
| Dr. Melissa Wheelock (ESU 10): | Present |
| Constance Wickham (ESU 19): | Present |

1. Call to Order
**Notice to visitors:** To be heard at this meeting, the "Request to be Heard" form, must be completed and submitted to the Secretary to the Executive Director of ESUCC. The President of the Board of ESUCC will call upon visitors wishing to address the Board in the order they were submitted or by subject.
Pursuant to Section 84-1411 of the Nebraska Statutes, notice of this meeting was given by advertisement on the ESUCC website, NE Public Meeting site, and host site**.**

**Open Meetings Law:** Pursuant to Section 84 - 1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act is posted in this meeting room.

**Closed Session:**
The council may enter closed session during the meeting when it determines that doing so is appropriate and is authorized by the provisions of the Open Meetings Act.

Call to order at 8:00 AM.

Staff: Kraig Lofquist, Deb Hericks, Scott Isaacson, Rhonda Eis, Priscilla Quintana.

2. Roll call

3. Agenda Item

3.1. DE2TAILS - Innovation Grant

Technology director shared the finak report for the Innovagion Grant.

3.2. Equitable Access and Digital Resources Innovation Grant

Technology Director gave updates on the new Innovation Grant (Equitable Access and Digital Resources Innovation Grant). This work has changed with the COVID-19, there is a survey out by the Commissioner to gather information. Academic Advancement Plan (AAP) is beginging to be worked on again. NDE is working on remote summer working. Technology director continues to work on the APP Launch Portal and the single sign on with resources needed during this time. Discussion the rural Boradband Task Force. Looking at the CARES Act resources and how we can use those funds in technology. Different types of technology is being used across the state.

3.3. Staff Reports

3.3.1. Scott Isaacson

Technology Director shared details of his report. Working on getting the server equipment out of UNL, down to one back-up server left at UNL. The SRS project is focusing on the ADVISER project. They will be a part of the ADVISER workdays coming in the near future. The SRS Advisory team meet and discussed what is being done and what they will be working on in the future. They will be working on the design on the 504 plan in SRS. Future enhancement will include the dashboard checklist for admins.

3.3.2. Rhonda Eis

Rhonda Eis shared her report updates. Learn360 orders are being put into the COOP Marketplace. Orders to be into the system by May 15. ESUs will be able to have access to the Learn360 accounts for their schools. Summer workshop for OER will not be face to face. Other state are adding to OER and we will be adding to ur OER. Caitlin Tucker training is being discussed. Rhonda Eis also sharedc a report on the BlendEd Projects and what is happening around the remote training. The trainings have been a success that they have ben doing. Future Ready Conference will be held virtually.

4. Next Meeting Agenda Items

5. Adjournment

Meeting adjourn at 8:34 AM.

**PROJECT NAME:** Digital Learning Projects – Instructional Materials
**PROJECT DIRECTOR:** Rhonda Eis
**REPORT PERIOD:** May 2020

## Learn360

- Cooperative Purchase Orders as of May 1 – Orders have been received from ESU 8, ESU 13 and Ainsworth Public Schools for a total student count of 27,433. ESU 18 (LPS) will be submitting order soon which will move the cost per student into the $0.44 price tier.
    - ESUs purchasing for districts, prepare and attach a list of your district names with student counts when finalizing the order at checkout. Also, include your ESU on one of the rows. There will be a box to upload this on the last page of checkout.
    - Orders due: May 15 - Marketplace Login
    - Learn360 Ordering Instructions: Click here
    - Information on Learn360: Click here
- ESUs that have districts renewing will have access to admin portal to provide support to those districts. This applies to all ESUs with ANY renewing districts.

## Open Education Resources (OER) Project

- Nebraska OER Hub: https://www.oercommons.org/hubs/nebraska
- ISKME's digital librarians curated collections of K-12 resources and full courses for teachers to use with students and resources to help teaching and learning practices. It is organized by grade level, subject, and provider to help teachers quickly find resources.
    - Click here to access hub: New K -12 Remote Learning Hub
- NDE OER Updates
    - NDE Summer Workshops
        - OER summer workshops are on hold. No face-to-face training.
        - Dorann Avey will meet with content specialists to explore options to do virtual OER work and to pay trained teachers for their work.
    - Dorann Avey is working with a couple states that are currently building their OER Commons Hubs to bring more contributors into our hub.
    - A guide for building student-facing modules was created by Dorann Avey and a session on this may be available at Future Ready virtual conference.
        - Click here to view guide: OER Creation - Teacher Guide

## OverDrive – ESUCC Professional Library

- Book Credit available - $8,769.44
- Book requests fill out the form: Book Request Form
- Book Usage YTD

| | Users | Check Outs |
|---|---|---|
| ESU 1 | 6 | 9 |
| ESU 2 | 2 | 5 |
| ESU 3 | 4 | 9 |
| ESU 4 | 4 | 14 |
| ESU 5 | 1 | 2 |
| ESU 7 | 2 | 4 |
| ESU 8 | 4 | 12 |
| ESU 10 | 4 | 7 |
| ESU 13 | 2 | 12 |
| ESU 16 | 2 | 2 |
| ESU 17 | 1 | 1 |
| ESU 18 | 1 | 1 |
| ESUCC | 4 | 29 |
| TOTAL | 37 | 107 |

## PDO Summer Training

- Catlin Tucker Power Up Blended Learning – July 23 & 24
    - TLT leadership has been in contact with her. She will be prepared to travel and speak at the event as scheduled so long as the national and local recommendations do not extend to cover that timeframe.

## New - TLT Leadership 2020-21

- Co-Chair - Nick Ziegler, ESU 5
- Co-Chair - Kelly Means, ESU 19
- Co-Recorder - Ben Hanika, ESU 4
- Co-Recorder -- Lori Biesecker, ESU 13
- Co-Representative – Samantha Pavelka, ESU 16
- Co-Representative - Chris Haeffner, ESU 18
- ESU Coordinating Council – Andrew Easton
- ESU Coordinating Council - Rhonda Eis
- Nebraska Department of Education - Dorann Avey

EdREsources_notes_050420Educational
Service Unit Coordinating Council Educational
Resources Committee Meeting May 4, 2020 at
9:00 AM Central
Zoom
6949 South 110th Street
LaVista, NE 68128

Attendance Taken at 9:00 AM.

| | |
|---|---|
| Greg Barnes (ESU 11): | Present |
| Dr. Ted DeTurk (ESU 02): | Present |
| Geraldine Erickson (ESU 17): | Present |
| Drew Harris (ESU 09): | Present |
| Dr. Brenda McNiff (ESU 05): | Present |
| Deb Paulman (ESU 16): | Absent |
| Sarah Salem (ESU 18): | Absent |
| Constance Wickham (ESU 19): | Present |

Attendance Update Taken at 9:01 AM.
Sarah Salem (ESU 18): Present
Attendance Update Taken at 9:08 AM.
Deb Paulman (ESU 16): Present

1. Call to Order
**Notice to visitors:** To be heard at this meeting, the "Request to be Heard" form, must be completed and submitted to the Secretary to the Executive Director of ESUCC. The President of the Board of ESUCC will call upon visitors wishing to address the Board in the order they were submitted or by subject.
Pursuant to Section 84-1411 of the Nebraska Statutes, notice of this meeting was given by advertisement on the ESUCC website, NE Public Meeting site and host site**.**

**Open Meetings Law:** Pursuant to Section 84 - 1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act is posted in this meeting room.

**Closed Session:**
The council may enter closed session during the meeting when it determines that doing so is appropriate and is authorized by the provisions of the Open Meetings Act.

Meeting called to order at 9:00 AM.

Staff: Kraig Lofquist, Deb Hericks, Scott Isaacson, Priscilla Quintana

2. Roll Call

3. Agenda Item

3.1. Special Populations

3.1.1. NDE Special Education Update

3.1.2. ESPD Report

3.1.3. Mental Health and Wellness

The Mental Health Conference to be held virtually. Executive Director shared information on Social Workers. ESUCC new website will have area for Mental Health, let us know if you have any information that you would like shared on the website.

3.1.4. SRS Staff Report

Technology Director gave an update on the SRS site. They have been working on the ADVISER website to be ready for June reporting period. SRS Team will be a part of the ADVISER workdays the end of May /beginning of June. They will be able to present as well as be available for work for errors and such. They have had good reports on the way SRS is currently working. SRS Helpdesk requests are down. During May, small group of Advisory Team will be working on the 504 Plan. This should be ready to use over the summer. Grand Island will be leaving after this next year.

3.2. PDO (Professional Development Organization)

3.2.1. School Training Committee
Trainings like MANDT

Chair shared update on creating a school training committee. This is part of Sen. Groene bill to train teachers on restraints, deescalation strategies, etc. ESUs could put together a committee to gather the information we have currently and where we can be of help to our schools.

3.2.2. PDO Meetings

May 6, 2020 PDO event will be held virtually. Agenda We will also be honoring those who are retiring.

3.2.3. NDE Updates

Russ Masco was present to give some updates for NDE. Discussed PDO and the topics that will be discussed from NDE. Continue to discuss what this Fall may be like and plan accordingly. Discussion on what is waived and what is not waived.

3.2.4. Monthly Talking Points

Discussion on the Rule 84 work. Core Committee is meeting to create the three initiatives they have chosen for the Rule 84 work.

3.2.5. High Quality Instructional Materials Fellowship

Cory Epler was present to share updates on High Quality instructional Materials. Schools are moving forward to adopt materials and some networks are being created. Instructional Materials Fellowship will be looking at outcomes for instructional materials. "Launch Nebraska" is a series of 10 webinars for unfinished learning and instructional equity. This will provide some intentional supports over the summer. Launch Nebraska is for those providing supports for summer learning into the fall (teachers, teacher leaders, etc). This was re-purposed three day training that was to be held in July, to be held online. There will be a website that will house the webinars.

4. Next Meeting Agenda Items

5. Adjournment

Meeting adjourned at 9:47 AM.

Educational Resources Committee Meeting
Monday, May 4, 2020 9:00 AM
Zoom
6949 South 110th Street
LaVista, NE 68128

1. Call to Order
Committee Chair

2. Roll Call
Committee Chair

3. Agenda Item
Committee Chair

3.1. Special Populations
Committee Chair

3.1.1. NDE Special Education Update
Amy Rhone

3.1.2. ESPD Report
Jean Anderson

3.1.3. Mental Health and Wellness
Committee Chair

3.1.4. SRS Staff Report

3.2. PDO (Professional Development Organization)
Committee Chair

3.2.1. School Training Committee
Committee Chair

3.2.2. PDO Meetings
Committee Chair

3.2.3. NDE Updates
Russ Masco

3.2.4. Monthly Talking Points
Executive Director

3.2.5. High Quality Instructional Materials Fellowship
Committee Chair

4. Next Meeting Agenda Items
Committee Chair

5. Adjournment
Committee Chair

# ESUCC Educational Resources

## SRS Update

Scott Isaacson
May, 2020

During April, the focus of the SRS development team was ADVISER reporting. The team has released 10 fixes into the live system since our last board meeting. Helpdesk calls are down, and Minh is taking these via his cell phone at home at this time. The SRS was held via Zoom on the afternoon of April 20th. Reports from the field show that the improvements in the system are noticed and many areas reported no or very minor problems in their daily operations. We are at the threshold to move from fixing to improving even more. Future enhancements include support for 504 plans and an administrative dashboard or checklist to help administrative users see a concise list of problems such as errors reporting students to ADVISER, expired forms, or incomplete data. A beginning design of the support for 504 plans is among the plans for May.

Grand Island will be transitioning away from SRS during the 2020-2021 school year as they adopt the Edupoint Synergy product and our team has met with them about a data interchange to make that a smooth process.

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**AEPA 2019 Signed Contracts, Sales & Fees By Contracts**

***Report April 4, 2020 (2019 Report)***

- ***28 States Submitted Complete Sales Reports***
- ***19 States Submitted Contract Reports***

| YR | Vendors | Contracts | State Sales | Admin Received |
|---|---|---|---|---|
| 16 | AstroTurf (formerly ProGrass LLC) (Synthetic Truf) #016G | 14 | $11,443,396.12 | $177,930.70 |
| 16 | Daktronics Inc (Scoreboard & Marquee Signage) #016I | 18 | $13,050,044.51 | $258,083.78 |
| 16 | Dude Solutions Inc dba SchoolDude & Facility Dude (Facility Management Software) #016A | 16 | $12,101,903.21 | $248,806.03 |
| 16 | Field Turf USA Inc (Synthetic Turf) #016G | 15 | $23,199,738.77 | $429,157.10 |
| 16 | Field Turf USA Inc (Tracks & Courts) #016H | 13 | $18,925,656.66 | $371,887.31 |
| 16 | Hellas Construction Inc (Synthetic Turf) #016G | 15 | $15,361,324.43 | $251,987.47 |
| 16 | Hellas Construction Inc (Tracks & Courts) #016H | 15 | $7,061,680.39 | $128,638.49 |
| 16 | Mackin Educational Resources (Mobile Learning Solutions) #016C | 17 | $2,032,455.49 | $85,397.34 |
| 16 | Motz Group (Synthetic Turf) #016G | 8 | $6,421,385.00 | $128,427.70 |
| 16 | Shaw Sport Turf (Synthetic Turf) #016G | 15 | $4,423,077.00 | $88,461.54 |
| 17 | Konica Minolta (Digital Copiers) #017B | 19 | $27,700,124.52 | $557,582.83 |
| 17 | Kyocera Mita America, INC (Digital Copiers) #017B | 19 | $6,613,465.53 | $136,236.11 |
| 17 | Progressive Services INC (Roofing) #017F | 11 | $5,074,794.81 | $101,353.33 |
| 17 | Sports Surfaces Distributing (Hardwood & Synthetic Flooring) #017C | 13 | $576,095.88 | $11,521.93 |
| 17 | Techline Sports Lighting (Athletic Lighting) #017A | 14 | $1,339,430.00 | $23,623.30 |
| 17 | WTI-Weatherproofing Technologies Inc/Tremco (Roofing) #017F | 18 | $79,078,798.39 | $1,601,822.79 |
| 18 | Biofit Engineered Products (Furniture Supplies) #018D | 18 | $342,326.18 | $7,246.83 |
| 18 | CDWG (Technology Catalog) #018A | 18 | $208,815,837.50 | $3,399,947.75 |
| 18 | Facility Solutions Group (LED Lighting) #018B | 17 | $283,297.47 | $5,666.20 |
| 18 | MNJ Technologies Direct Inc (Technology Catalog) #018A | 15 | $4,148,355.14 | $83,082.82 |
| 18 | National Business Furniture (Furniture Supplies) #018D | 18 | $1,173,901.95 | $22,530.11 |
| 18 | School Specialty (Furniture Supplies) #018D | 18 | $6,393,139.77 | $145,958.81 |
| 18 | SICO (Furniture Supplies) #018D | 18 | $3,438.20 | $68.76 |
| 18.5 | Best Plumbing Specialties (Maintenance, Repair & Operations (MRO)) #018.5A | 16 | $267,914.25 | $13,309.72 |
| 18.5 | Kranos Corporation dba Schutt Sports (Athletic Equipment & Supplies) #018.5C | 18 | $12,828.55 | $256.57 |
| 18.5 | Midwest Technology Products (Career & Technical Education) #018.5B | 19 | $505,718.50 | $10,429.40 |
| 18.5 | Partac Peat Corporation (Athletic Equipment & Supplies) #018.5C | 17 | $555,622.29 | $11,122.53 |

| YR | Vendors | Contracts | State Sales | Admin Received |
|---|---|---|---|---|
| 18.5 | School Health Corporation<br>(Athletic Equipment & Supplies) #018.5C | 14 | $94,858.70 | $1,877.48 |
| 18.5 | School Specialty, Inc.<br>(Athletic Equipment & Supplies) #018.5C | 16 | $678,995.18 | $14,572.81 |
| 19 | BLICK Art Materials<br>(School & Instructional Supply Catalog) #019E | 17 | $781,138.73 | $15,766.77 |
| 19 | Busch Systems International, Inc.<br>(Custodial Supplies & Equipment) #019B | 16 | $400.24 | $8.00 |
| 19 | Hillyard, Inc.<br>(Custodial Supplies & Equipment) #019B | 15 | $27,582.58 | $551.69 |
| 19 | Pitsco, Inc.<br>(School & Instructional Supply Catalog) #019E | 18 | $21,621.80 | $432.34 |
| 19 | Quill Corporation<br>(Office Supplies Catalog) #019C | 15 | $29,288,253.13 | $731,704.90 |
| 19 | Quill Corporation<br>(School & Instructional Supply Catalog) #019E | 15 | $7,850,883.70 | $173,260.06 |
| 19 | School Specialty<br>(School & Instructional Supply Catalog) #019E | 16 | $24,653,296.75 | $518,630.73 |
| 19 | State Industrial Products<br>(Custodial Supplies & Equipment) #019B | 15 | $574.41 | $11.49 |
| 19.5 | Hussey Seating Company<br>(Bleachers & Stadium Seating) #019.5A | 11 | $0.00 | $0.00 |
| 19.5 | Kompan, Inc<br>(Playground & Recreational Equipment) #019.5B | 14 | $0.00 | $0.00 |
| 19.5 | Playcraft Systems, LLC<br>(Playground & Recreational Equipment) #019.5B | 13 | $0.00 | $0.00 |
| 19.5 | Romtec, Inc<br>(Playground & Recreational Equipment) #019.5B | 13 | $0.00 | $0.00 |
| | | | **$520,303,355.73** | **$9,757,353.52** |

**AEPA 2019 Member Signed Contracts, Sales & Admin Fees By State**

***Report April 4, 2020 (2019 Report)***

| Submitter ID | Reported Signed Contracts 41 Contracts Offered | 2019 Member Sales | 2019 Member Fees |
|---|---|---|---|
| California | 33 | $106,289,630.76 | $1,681,545.93 |
| Colorado | 41 | $17,780,512.95 | $245,586.11 |
| Connecticut | 35 | $10,621,624.26 | $199,702.23 |
| Florida | 33 | $15,341,233.97 | $260,730.84 |
| Georgia | 0 | $575,233.99 | $11,504.66 |
| Illinois | 0 | $9,221,793.20 | $196,353.96 |
| Indiana | 0 | $10,393,299.26 | $233,478.03 |
| Iowa | 30 | $7,988,414.80 | $178,652.09 |
| Kansas | 41 | $27,477,276.18 | $511,058.93 |
| Kentucky | 41 | $13,871,716.81 | $266,537.49 |
| Massachusetts | 23 | $2,492,925.22 | $49,621.44 |
| Michigan | 40 | $4,034,621.40 | $79,538.96 |
| Minnesota | 0 | $10,933,949.03 | $219,312.42 |
| Missouri | 0 | $24,259,001.97 | $471,545.61 |
| Montana | 0 | $4,918,252.33 | $96,058.36 |
| Nebraska | 41 | $4,403,767.45 | $79,966.00 |
| New Jersey | 13 | $31,162,233.17 | $649,953.87 |
| New Mexico | 0 | $21,439,497.94 | $422,626.33 |
| North Dakota | 34 | $2,037,581.43 | $39,592.43 |
| Ohio | 41 | $39,021,685.25 | $748,819.50 |
| Oregon | 0 | $18,628,882.02 | $322,646.75 |
| Pennsylvania | 28 | $35,446,787.66 | $699,256.52 |
| Texas | 0 | $11,129,793.72 | $154,591.47 |
| Virginia | 0 | $16,512,058.26 | $297,327.71 |
| Washington | 17 | $50,522,457.00 | $962,708.00 |
| West Virginia | 40 | $11,585,834.46 | $456,345.93 |
| Wisconsin | 38 | $5,991,289.91 | $100,634.83 |
| Wyoming | 39 | $6,222,001.33 | $121,657.12 |
| **Total 2019** | | **$520,303,355.73** | **$9,757,353.52** |

**Total Sales By Member States**

*Report April 4, 2020 (2019 Report)*

| Total Sales by Member State | | | | | |
|---|---|---|---|---|---|
| **State** | **2015** | **2016** | **2017** | **2018** | **2019** |
| California | $ 93,115,976.87 | $ 92,716,065.96 | $ 104,808,449.16 | $ 92,978,161.75 | $ 106,289,630.76 |
| Colorado | $ 12,382,486.60 | $ 14,001,373.80 | $ 18,397,641.22 | $ 13,068,755.23 | $ 17,780,512.95 |
| Connecticut | $ 5,761,671.03 | $ 7,157,803.78 | $ 5,275,876.43 | $ 10,538,299.59 | $ 10,621,624.26 |
| Florida | $ 5,353,185.80 | $ 5,657,122.48 | $ 7,278,259.08 | $ 5,717,762.45 | $ 15,341,233.97 |
| Georgia | - | - | - | $ - | $ 575,233.99 |
| Illinois | - | - | - | $ - | $ 9,221,793.20 |
| Indiana | $ 11,089,018.74 | $ 11,730,217.86 | $ 9,721,694.19 | $ 13,427,563.84 | $ 10,393,299.26 |
| Iowa | $ 11,962,920.86 | $ 10,890,416.99 | $ 9,806,685.97 | $ 8,633,850.76 | $ 7,988,414.80 |
| Kansas | $ 15,044,065.20 | $ 22,930,233.53 | $ 19,842,682.48 | $ 26,185,875.72 | $ 27,477,276.18 |
| Kentucky | $ 11,965,817.25 | $ 11,532,075.29 | $ 12,482,887.00 | $ 14,814,688.14 | $ 13,871,716.81 |
| Massachusetts | $ 1,323,800.33 | $ 1,403,851.44 | $ 2,466,295.83 | $ 2,474,659.46 | $ 2,492,925.22 |
| Michigan | $ 6,682,146.54 | $ 4,644,951.63 | $ 3,231,646.83 | $ 2,012,928.45 | $ 4,034,621.40 |
| Minnesota | $ 16,336,553.36 | $ 19,470,332.41 | $ 16,349,919.76 | $ 12,909,095.64 | $ 10,933,949.03 |
| Missouri | $ 30,300,462.12 | $ 27,014,494.79 | $ 26,259,272.52 | $ 20,697,214.39 | $ 24,259,001.97 |
| Montana | $ 3,416,705.26 | $ 3,646,373.92 | $ 5,221,567.78 | $ 4,787,261.40 | $ 4,918,252.33 |
| Nebraska | $ 5,251,199.72 | $ 4,475,183.62 | $ 2,788,912.01 | $ 2,871,349.94 | $ 4,403,767.45 |
| New Jersey | $ 2,559,429.50 | $ 4,350,330.32 | $ 11,971,299.65 | $ 13,938,884.13 | $ 31,162,233.17 |
| New Mexico | $ 32,888,945.11 | $ 17,596,065.85 | $ 19,935,181.62 | $ 15,704,113.41 | $ 21,439,497.94 |
| North Dakota | $ 2,831,383.65 | $ 2,215,507.61 | $ 1,750,092.16 | $ 2,891,632.01 | $ 2,037,581.43 |
| Ohio | $ 38,030,670.96 | $ 32,805,335.75 | $ 37,792,648.44 | $ 37,661,518.48 | $ 39,021,685.25 |
| Oregon | $ 19,929,425.38 | $ 21,324,860.91 | $ 18,231,114.67 | $ 15,419,825.72 | $ 18,628,882.02 |
| Pennsylvania | $ 46,412,718.52 | $ 55,146,824.07 | $ 46,537,462.04 | $ 45,734,863.65 | $ 35,446,787.66 |
| Texas | $ 6,605,838.34 | $ 7,000,460.51 | $ 9,146,324.42 | $ 10,738,730.12 | $ 11,129,793.72 |
| Virginia | $ 15,542,463.60 | $ 22,101,833.53 | $ 20,568,159.32 | $ 16,765,957.35 | $ 16,512,058.26 |
| Washington | $ 47,085,551.00 | $ 44,806,490.00 | $ 47,876,810.50 | $ 51,136,583.34 | $ 50,522,457.00 |
| West Virginia | $ 13,914,478.38 | $ 18,773,958.92 | $ 7,535,407.80 | $ 10,911,881.48 | $ 11,585,834.46 |
| Wisconsin | $ 5,280,940.76 | $ 5,151,316.91 | $ 2,100,768.77 | $ 4,638,227.89 | $ 5,991,289.91 |
| Wyoming | $ 2,384,328.00 | $ 3,394,188.69 | $ 2,643,537.23 | $ 4,573,849.66 | $ 6,222,001.33 |
| | | | | | |
| **Totals** | **$ 463,452,182.88** | **$ 471,937,670.57** | **$ 470,020,596.88** | **$ 461,233,534.00** | **$ 520,303,355.73** |

**Total Sales By Vendor Partner**
*Report April 4, 2020 (2019 Report)*

| Total Sales by Vendor Partner | | | | | |
|---|---|---|---|---|---|
| **Vendor Partner** | **2015 Total Sales** | **2016 Total Sales** | **2017 Total Sales** | **2018 Total Sales** | **2019 Total Sales** |
| AstroTurf (formerly ProGrass LLC) | $ 3,722,650 | $ 4,005,338 | $ 2,687,668 | $ 1,305,000 | $ 11,443,396 |
| Best Plumbing Specialties | n/a | n/a | n/a | $ 79,688 | $ 267,914 |
| Biofit Engineered Products | n/a | n/a | n/a | $ 226,244 | $ 342,326 |
| Blick Art | n/a | n/a | n/a | n/a | $ 781,139 |
| Busch Systems | n/a | n/a | n/a | n/a | $ 400 |
| CDW-G | $ 210,055,546 | $ 215,767,906 | $ 205,050,395 | $ 182,400,004 | $ 208,815,838 |
| CCS Presentation | $- | n/a | n/a | n/a | n/a |
| CEIA | $ 18,906 | $- | $ - | $ - | n/a |
| Creative Information Technologies (CITI) | $- | $ 12,629 | $ - | $ - | n/a |
| Daktronics | $ 7,290,953 | $ 8,344,364 | $ 10,352,360 | $ 12,277,880 | $ 13,050,045 |
| Facility Solutions Group | n/a | n/a | n/a | $ 31,485 | $ 283,297 |
| **Field Turf (Combined)** | **$ 34,031,052** | **$ 50,730,707** | **$ 43,718,847** | **$ 34,990,888** | **$ 42,125,395** |
| *Field Turf-Track* | *$ 10,697,633* | *$ 16,626,745* | *$ 12,659,532* | *$ 7,413,630* | *$ 18,925,657* |
| *Field Turf-Turf* | *$ 23,333,419* | *$ 34,103,962* | *$ 31,059,314* | *$ 27,577,258* | *$ 23,199,739* |
| **Hellas Construction (Combined)** | **n/a** | **$ 2,740,486** | **$ 2,150,028** | **$ 20,889,347** | **$ 22,423,005** |
| *Hellas-Track* | | *$ 1,677,753* | *$ 586,587* | *$ 821,503* | *$ 7,061,680* |
| *Hellas-Turf* | | *$ 1,062,733* | *$ 1,563,441* | *$ 20,067,844* | *$ 15,361,324* |
| Hillyard | - | - | - | - | $ 27,583 |
| Hussey Seating | n/a | n/a | n/a | n/a | $ - |
| i3-Identificatioin International Inc | $- | $- | $ - | n/a | n/a |
| Independent Stationers | $ 23,469 | $ 145,660 | $ 106,876 | $ 11,052 | n/a |
| Interior Systems | $ 218,206 | $ 47,632 | $ 61,205 | $ - | n/a |
| Kompan | n/a | n/a | n/a | n/a | $ - |
| Konica Minolta | $ 34,444,803 | $ 36,777,085 | $ 35,111,582 | $ 30,340,500 | $ 27,700,125 |
| Kranos Corp dba Schutt Sports | n/a | n/a | n/a | $ 957 | $ 12,829 |
| Kyocera Mita | $ 2,188,063 | $ 812,662 | $ 1,661,028 | $ 1,918,594 | $ 6,613,466 |
| Mackin | $ 588,953 | $ 151,211 | $ 263,046 | $ 1,021,239 | $ 2,032,455 |
| Midwest Technology Products | $ 111,890 | $ 122,563 | $ 347,228 | $ 416,381 | $ 505,719 |
| MNJ Technologies | $ 9,379,136 | $ 6,904,649 | $ 5,155,901 | $ 4,297,615 | $ 4,148,355 |
| Motz Group | n/a | $ 1,048,260 | $ 3,312,037 | $ 7,382,261 | $ 6,421,385 |
| National Business Furniture | n/a | n/a | n/a | $ 538,235 | $ 1,173,902 |
| Nilfisk | $ 35,204 | $ 20,579 | $ 8,804 | $ 4,063 | n/a |
| Partac Peat Corporation | n/a | n/a | n/a | $ 309,226 | $ 555,622 |
| Peripole | $ 2,541 | n/a | n/a | n/a | n/a |
| Pitsco | n/a | n/a | n/a | n/a | $ 21,622 |
| Playcraft Systems | n/a | n/a | n/a | n/a | $ - |
| Progressive Roofing | $ 6,596,257 | $ 5,992,332 | $ 9,452,510 | $ 10,091,627 | $ 5,074,795 |
| **Quill (Combined)** | **$ 30,400,963** | **$ 29,122,075** | **$ 29,910,894** | **$ 34,242,095** | **$ 37,139,137** |
| *Quill-Kitchen Supplies* | *$ 3,850* | *$ 105,750* | *$ -* | n/a | n/a |
| *Quill-Instructional* | *$ 15,035,483* | *$ 10,036,796* | *$ 16,409,542* | *$ 16,937,228* | *$ 7,850,884* |
| *Quill-Office* | *$ 15,361,630* | *$ 18,979,528* | *$ 13,489,526* | *$ 17,278,154* | *$ 29,288,253* |
| *Quill-Rest Room, Break Room & Safety* | *$-* | *$-* | *$ 11,826* | *$ 26,713* | n/a |
| Romtec | n/a | n/a | n/a | n/a | $ - |
| School Health Corporation | n/a | n/a | n/a | $ 217,638 | $ 94,859 |
| **School Specialty (Combined)** | **$ 27,282,020** | **$ 27,458,958** | **$ 27,265,888** | **$ 27,593,783** | **$ 31,725,432** |
| *School Specialty - Instructional* | *$ 19,465,071* | *$ 21,100,696* | *$ 19,839,270* | *$ 21,548,383* | *$ 24,653,297* |
| *School Specialty Career Tech* | *$ 497,154* | *$ 1,601,817* | *$ 49,834* | $ 4,566 | n/a |
| *School Specialty Sports* | *$ 113,519* | *$ 65,174* | *$ 176,681* | *$ 620,800* | *$ 678,995* |
| *School Specialty - FFE* | *$ 7,206,276* | *$ 4,691,279* | *$ 7,200,103* | *$ 5,420,035* | *$ 6,393,140* |
| SchoolDude / Dude Solutions | $ 6,959,658 | $ 9,837,893 | $ 14,656,467 | $ 11,210,164 | $ 12,101,903 |
| Shaw Sport Turf | n/a | $- | $ 2,867,545 | $ 6,648,874 | $ 4,423,077 |
| Sherwin-Williams | n/a | $- | $ - | n/a | n/a |
| SICO | n/a | n/a | n/a | $ 197,948 | $ 3,438 |
| Sivic Solutions | $ 15,500,034 | $ 744,863 | $ - | n/a | n/a |
| Spectrum | $- | n/a | n/a | n/a | n/a |
| Sports Supply Group | $- | n/a | n/a | n/a | n/a |
| **Sport Surfaces (Combined)** | **$ 5,630,829** | **n/a** | **$ 663,419** | **$ 517,481** | **$ 576,096** |
| *Sports Surfaces-Track* | *$ 3,373,264* | $- | $ - | n/a | n/a |
| *Sports Sufaces-Flooring* | *$ 2,257,565* | $- | $ 663,419 | $ 517,481 | $ 576,096 |
| **Staples (Combined)** | **$ 3,163,098** | **$ 1,783,081** | **$ 117,605** | **n/a** | n/a |
| *Staples-Office* | *$ 2,305,554* | $ 1,073,576 | $ 94,604 | n/a | n/a |
| *Staples-Custodial* | *$ 74,638* | $ 23,692 | $ 2,485 | n/a | n/a |
| *Staples FFE* | *$ 1,299* | $- | n/a | n/a | n/a |
| *Staples - Instructional* | *$ 781,607* | $ 685,813 | $ 20,515 | n/a | n/a |
| State Industrial Products | n/a | n/a | n/a | n/a | $ 574 |
| TeachingBooks.net | n/a | $- | $ 500 | $ - | n/a |
| Techline Lighting | $- | $ 1,178,948 | $ 795,118 | $ 2,125,597 | $ 1,339,430 |
| TLC Library Corporation | n/a | $- | $ - | $ - | n/a |
| Troxell | $ 607,807 | $ 137,306 | $ 759,324 | $ 43,688 | n/a |
| UBU | $ 1,096,245 | $- | $ 4,553,078 | $ 2,994,100 | n/a |
| WTI/Tremco | $ 64,103,900 | $ 68,050,484 | $ 68,991,243 | $ 66,909,880 | $ 79,078,798 |
| Totals | **$ 463,452,183** | **$ 471,937,671** | **$ 470,020,597** | **$ 461,233,534** | **$ 520,303,356** |

**Member State Rankings**

*Report April 4, 2020 (2019 Report)*

| Member State Rankings | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Rank** | **State** | **2015** | **Rank** | **State** | **2016** | **Rank** | **State** | **2017** | **Rank** | **State** | **2018** | **Rank** | **State** | **2019** |
| 1 | California | $ 93,115,977 | 1 | California | $ 92,716,066 | 1 | California | $ 104,808,449.16 | 1 | California | $92,978,161.75 | 1 | California | $ 106,289,630.76 |
| 2 | Washington | $ 47,085,551 | 2 | Pennsylvania | $ 55,146,824 | 2 | Washington | $ 47,876,810.50 | 2 | Washington | $51,136,583.34 | 2 | Washington | $ 50,522,457.00 |
| 3 | Pennsylvania | $ 46,412,719 | 3 | Washington | $ 44,806,490 | 3 | Pennsylvania | $ 46,537,462.04 | 3 | Pennsylvania | $45,734,863.65 | 3 | Ohio | $ 39,021,685.25 |
| 4 | Ohio | $ 38,030,671 | 4 | Ohio | $ 32,805,336 | 4 | Ohio | $ 37,792,648.44 | 4 | Ohio | $37,661,518.48 | 4 | Pennsylvania | $ 35,446,787.66 |
| 5 | New_Mexico | $ 32,888,945 | 5 | Missouri | $ 27,014,495 | 5 | Missouri | $ 26,259,272.52 | 5 | Kansas | $26,185,875.72 | 5 | New Jersey | $ 31,162,233.17 |
| 6 | Missouri | $ 30,300,462 | 6 | Kansas | $ 22,930,234 | 6 | Virginia | $ 20,568,159.32 | 6 | Missouri | $20,697,214.39 | 6 | Kansas | $ 27,477,276.18 |
| 7 | Oregon | $ 19,929,425 | 7 | Virginia | $ 22,101,834 | 7 | New Mexico | $ 19,935,181.62 | 7 | Virginia | $16,765,957.35 | 7 | Missouri | $ 24,259,001.97 |
| 8 | Minnesota | $ 16,336,553 | 8 | Oregon | $ 21,324,861 | 8 | Kansas | $ 19,842,682.48 | 8 | New Mexico | $15,704,113.41 | 8 | New Mexico | $ 21,439,497.94 |
| 9 | Virginia | $ 15,542,464 | 9 | Minnesota | $ 19,470,332 | 9 | Colorado | $ 18,397,641.22 | 9 | Oregon | $15,419,825.72 | 9 | Oregon | $ 18,628,882.02 |
| 10 | Kansas | $ 15,044,065 | 10 | West Virginia | $ 18,773,959 | 10 | Oregon | $ 18,231,114.67 | 10 | Kentucky | $14,814,688.14 | 10 | Colorado | $ 17,780,512.95 |
| 11 | West Virginia | $ 13,914,478 | 11 | New_Mexico | $ 17,596,066 | 11 | Minnesota | $ 16,349,919.76 | 11 | New Jersey | $13,938,884.13 | 11 | Virginia | $ 16,512,058.26 |
| 12 | Colorado | $ 12,382,487 | 12 | Colorado | $ 14,001,374 | 12 | Kentucky | $ 12,482,887.00 | 12 | Indiana | $13,427,563.84 | 12 | Florida | $ 15,341,233.97 |
| 13 | Kentucky | $ 11,965,817 | 13 | Indiana | $ 11,730,218 | 13 | New Jersey | $ 11,971,299.65 | 13 | Colorado | $13,068,755.23 | 13 | Kentucky | $ 13,871,716.81 |
| 14 | Iowa | $ 11,962,921 | 14 | Kentucky | $ 11,532,075 | 14 | Iowa | $ 9,806,685.97 | 14 | Minnesota | $12,909,095.64 | 14 | West Virginia | $ 11,585,834.46 |
| 15 | Indiana | $ 11,089,019 | 15 | Iowa | $ 10,890,417 | 15 | Indiana | $ 9,721,694.19 | 15 | West Virginia | $10,911,881.48 | 15 | Texas | $ 11,129,793.72 |
| 16 | Michigan | $ 6,682,147 | 16 | Connecticut | $ 7,157,804 | 16 | Texas | $ 9,146,324.42 | 16 | Texas | $10,738,730.12 | 16 | Minnesota | $ 10,933,949.03 |
| 17 | Texas | $ 6,605,838 | 17 | Texas | $ 7,000,461 | 17 | West Virginia | $ 7,535,407.80 | 17 | Connecticut | $10,538,299.59 | 17 | Connecticut | $ 10,621,624.26 |
| 18 | Connecticut | $ 5,761,671 | 18 | Florida | $ 5,657,122 | 18 | Florida | $ 7,278,259.08 | 18 | Iowa | $8,633,850.76 | 18 | Indiana | $ 10,393,299.26 |
| 19 | Florida | $ 5,353,186 | 19 | Wisconsin | $ 5,151,317 | 19 | Connecticut | $ 5,275,876.43 | 19 | Florida | $5,717,762.45 | 19 | Illinois | $ 9,221,793.20 |
| 20 | Wisconsin | $ 5,280,941 | 20 | Michigan | $ 4,644,952 | 20 | Montana | $ 5,221,567.78 | 20 | Montana | $4,787,261.40 | 20 | Iowa | $ 7,988,414.80 |
| 21 | Nebraska | $ 5,251,200 | 21 | Nebraska | $ 4,475,184 | 21 | Michigan | $ 3,231,646.83 | 21 | Wisconsin | $4,638,227.89 | 21 | Wyoming | $ 6,222,001.33 |
| 22 | Montana | $ 3,416,705 | 22 | New Jersey | $ 4,350,330 | 22 | Nebraska | $ 2,788,912.01 | 22 | Wyoming | $4,573,849.66 | 22 | Wisconsin | $ 5,991,289.91 |
| 23 | North Dakota | $ 2,831,384 | 23 | Montana | $ 3,646,374 | 23 | Wyoming | $ 2,643,537.23 | 23 | North Dakota | $2,891,632.01 | 23 | Montana | $ 4,918,252.33 |
| 24 | New Jersey | $ 2,559,430 | 24 | Wyoming | $ 3,394,189 | 24 | Massachusetts | $ 2,466,295.83 | 24 | Nebraska | $2,871,349.94 | 24 | Nebraska | $ 4,403,767.45 |
| 25 | Wyoming | $ 2,384,328 | 25 | North Dakota | $ 2,215,508 | 25 | Wisconsin | $ 2,100,768.77 | 25 | Massachusetts | $2,474,659.46 | 25 | Michigan | $ 4,034,621.40 |
| 26 | Massachusetts | $ 1,323,800 | 26 | Massachusetts | $ 1,403,851 | 26 | North Dakota | $ 1,750,092.16 | 26 | Michigan | $2,012,928.45 | 26 | Massachusetts | $ 2,492,925.22 |
| 27 | | | | | | | | | 27 | Illinois | $0.00 | 27 | North Dakota | $ 2,037,581.43 |
| | | | | | | | | | | | | 28 | Georgia | $ 575,233.99 |
| | | | | | | | | | | | | | | |
| | | **$ 463,452,183** | | | **$ 471,937,671** | | | **$ 470,020,597** | | | **$ 461,233,534** | | | **$ 520,303,356** |

**Vendor Partner Rankings**

*Report April 4, 2020 (2019 Report)*

**Vendor Partner Rankings**

| Rank | Vendor Partner | 2015 | Rank | Vendor Partner | 2016 | Rank | Vendor Partner | 2017 | Rank | Vendor Partner | 2018 | Rank | Vendor Partner | 2019 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | CDWG | $ 210,055,546 | 1 | CDWG | $ 215,767,906 | 1 | CDWG | $205,050,394.55 | 1 | CDW-G | $ 182,400,004 | 1 | CDW-G | $ 208,815,838 |
| 2 | WTI/Tremco | $ 64,103,900 | 2 | WTI/Tremco | $ 68,050,484 | 2 | WTI-Weatherproofing | $ 68,991,243.33 | 2 | WTI/Tremco | $ 66,909,880 | 2 | WTI/Tremco | $ 79,078,798 |
| 3 | Konica Minolta | $ 34,444,803 | 3 | Field Turf (Combined) | $ 50,730,707 | 3 | Field Turf USA Inc | $ 43,718,846.60 | 3 | Field Turf (Combined) | $ 34,990,888 | 3 | Field Turf (Combined) | $ 42,125,395 |
| 4 | Field Turf (Combined) | $ 34,031,052 | 4 | Konica Minolta | $ 36,777,085 | 4 | Konica Minolta | $ 35,111,581.76 | 4 | Quill (Combined) | $ 34,242,095 | 4 | Quill (Combined) | $ 37,139,137 |
| 5 | Quill (Combined) | $ 30,400,963 | 5 | Quill (Combined) | $ 29,122,074 | 5 | Quill | $ 29,910,894.45 | 5 | Konica Minolta | $ 30,340,500 | 5 | School Specialty (Combined) | $ 31,725,432 |
| 6 | School Specialty (Combined) | $ 27,282,020 | 6 | School Specialty (Combined) | $ 27,458,957 | 6 | School Specialty | $ 27,265,888.04 | 6 | School Specialty (Combined) | $ 27,593,783 | 6 | Konica Minolta | $ 27,700,125 |
| 7 | Sivic | $ 15,500,034 | 7 | SchoolDude | $ 9,837,893 | 7 | SchoolDude/Dude Solutions Inc | $ 14,656,466.84 | 7 | Hellas Construction (Combined) | $ 20,889,347 | 7 | Hellas Construction (Combined) | $ 22,423,005 |
| 8 | MNJ Technologies | $ 9,379,136 | 8 | Daktronics | $ 8,344,364 | 8 | Daktronics Inc | $ 10,352,359.69 | 8 | Daktronics | $ 12,277,880 | 8 | Daktronics | $ 13,050,045 |
| 9 | Daktronics | $ 7,290,953 | 9 | MNJ Technologies | $ 6,904,649 | 9 | Progressive Services INC | $ 9,452,510.14 | 9 | SchoolDude / Dude Solutions | $ 11,210,164 | 9 | SchoolDude / Dude Solutions | $ 12,101,903 |
| 10 | SchoolDude | $ 6,959,658 | 10 | Progressive Roofing | $ 5,992,332 | 10 | MNJ Technologies Direct Inc | $ 5,155,901.46 | 10 | Progressive Roofing | $ 10,091,627 | 10 | AstroTurf (formerly ProGrass LL | $ 11,443,396 |
| 11 | Progressive Roofing | $ 6,596,257 | 11 | ProGrass | $ 4,005,338 | 11 | UBU Sports | $ 4,553,077.88 | 11 | Motz Group | $ 7,382,261 | 11 | Kyocera Mita | $ 6,613,466 |
| 12 | Sports Surfaces | $ 5,630,829 | 12 | Hellas | $ 2,740,486 | 12 | Motz Group | $ 3,312,037.00 | 12 | Shaw Sport Turf | $ 6,648,874 | 12 | Motz Group | $ 6,421,385 |
| 13 | ProGrass | $ 3,722,650 | 13 | Staples | $ 1,783,082 | 13 | Shaw Sport Turf | $ 2,867,544.84 | 13 | MNJ Technologies | $ 4,297,615 | 13 | Progressive Roofing | $ 5,074,795 |
| 14 | Staples | $ 3,163,098 | 14 | Techline | $ 1,178,948 | 14 | ProGrass LLC | $ 2,687,668.35 | 14 | UBU | $ 2,994,100 | 14 | Shaw Sport Turf | $ 4,423,077 |
| 15 | Kyocera Mita | $ 2,188,063 | 15 | Motz Group | $ 1,048,260 | 15 | Hellas Construction Inc | $ 2,150,028.20 | 15 | Techline Lighting | $ 2,125,597 | 15 | MNJ Technologies | $ 4,148,355 |
| 16 | UBU | $ 1,096,245 | 16 | Kyocera Mita | $ 812,662 | 16 | Kyocera Mita America, INC | $ 1,661,028.03 | 16 | Kyocera Mita | $ 1,918,594 | 16 | Mackin | $ 2,032,455 |
| 17 | Troxel | $ 607,807 | 17 | Sivic | $ 744,863 | 17 | Techline Sports Lighting | $ 795,118.00 | 17 | AstroTurf (formerly ProGrass LL | $ 1,305,000 | 17 | Techline Lighting | $ 1,339,430 |
| 18 | Mackin | $ 588,953 | 18 | Mackin | $ 151,211 | 18 | Troxell Communications | $ 759,324.74 | 18 | Mackin | $ 1,021,239 | 18 | National Business Furniture | $ 1,173,902 |
| 19 | Interior Systems | $ 218,206 | 19 | Independent Stationers | $ 145,660 | 19 | Sports Surfaces Distributing | $ 663,419.12 | 19 | National Business Furniture | $ 538,235 | 19 | Blick Art | $ 781,139 |
| 20 | Midwest Technology | $ 111,890 | 20 | Troxel | $ 137,306 | 20 | Midwest Technology Products | $ 347,228.11 | 20 | Sport Surfaces (Combined) | $ 517,481 | 20 | Sport Surfaces (Combined) | $ 576,096 |
| 21 | Nilfisk | $ 35,204 | 21 | Midwest Technology | $ 122,563 | 21 | Mackin Educational Resources | $ 263,046.47 | 21 | Midwest Technology Products | $ 416,381 | 21 | Partac Peat Corporation | $ 555,622 |
| 22 | Independent Stationers | $ 23,469 | 22 | Interior Systems | $ 47,632 | 22 | Staples | $ 117,604.88 | 22 | Pratac Peat Corporation | $ 309,226 | 22 | Midwest Technology Products | $ 505,719 |
| 23 | CEIA | $ 18,906 | 23 | Nilfisk | $ 20,579 | 23 | Independent Stationers dba Epic | $ 106,876.01 | 23 | Biofit Engineered Products | $ 226,244 | 23 | Biofit Engineered Products | $ 342,326 |
| 24 | Peripole | $ 2,541 | 24 | Creative Information Technologies | $ 12,629 | 24 | Interior Systems Inc | $ 61,204.56 | 24 | School Health Corporation | $ 217,638 | 24 | Facility Solutions Group | $ 283,297 |
| 25 | Creative Information Technologies | $ - | 25 | CEIA | $ - | 25 | Nilfisk-Advance, Inc | $ 8,804.33 | 25 | SICO | $ 197,948 | 25 | Best Plumbing Specialties | $ 267,914 |
| 26 | i3-Identification International Inc | $ - | 26 | i3-Identification International Inc | $ - | 26 | TeachingBooks.net | $ 500.00 | 26 | Best Plumbing Specialties | $ 79,688 | 26 | School Health Corporation | $ 94,859 |
| 27 | Techline | $ - | 27 | Sports Surfaces | $ - | 27 | CEIA | $ - | 27 | Troxell | $ 43,688 | 27 | Hillyard | $ 27,583 |
| | | | 28 | Peripole | $ - | 28 | Creative Information | $ - | 28 | Facility Solutions Group | $ 31,485 | 28 | Pitsco | $ 21,622 |
| | | | 29 | UBU | $ - | 29 | Identification International, Inc | $ - | 29 | Independent Stationers | $ 11,052 | 29 | Kranos Corp dba Schutt Sports | $ 12,829 |
| | | | | | | 30 | Sherwin-Williams Company | $ - | 30 | Nilfisk | $ 4,063 | 30 | SICO | $ 3,438 |
| | | | | | | 31 | Sivic Solutions Group | $ - | 31 | Kranos Corp dba Schutt Sports | $ 957 | 31 | State Industrial Products | $ 574 |
| | | | | | | 32 | TLC Library Corporation | $ - | 32 | CEIA | $ - | 32 | Busch Systems | $ 400 |
| | | | | | | | | | 33 | Creative Information Technologies | $ - | 33 | Hussey Seating | $ - |
| | | | | | | | | | 34 | Interior Systems | $ - | 34 | Kompan | $ - |
| | | | | | | | | | 35 | TeachingBooks.net | $ - | 35 | Playcraft Systems | $ - |
| | | | | | | | | | 36 | TLC Library Corporation | $ - | 36 | Romtec | $ - |
| | | $ 463,452,183 | | | $ 471,937,670 | | | $ 470,020,597 | | | $ 461,233,534 | | | $ 520,303,356 |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016G Synthetic Turf<br>AstroTurf (formerly ProGrass LLC), Sales | Bid #016G Synthetic Turf<br>AstroTurf (formerly ProGrass LLC), Fees Rcvd | Bid #016I Signage<br>Daktronics, Sales | Bid #016I Signage<br>Daktronics, Fees Rcvd | Bid #016A Facility Mgt Software<br>Dude Solutions dba SchoolDude & Facility Dude, Sales | Bid #016A Facility Mgt Software<br>Dude Solutionsdba SchoolDude & Facility Dude, Fees Rcvd | Bid #016G Synthetic Turf<br>Field Turf (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Field Turf (Synthetic Turf), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $589,855.95 | $11,797.12 | $3,750,200.49 | $75,004.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $923,941.00 | $14,231.74 | $590,674.58 | $21,555.08 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $0.00 | $0.00 | $231,156.29 | $4,623.12 | $1,043,570.98 | $20,871.42 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $5,268,892.49 | $59,970.43 | $150,105.00 | $3,001.70 | $84,729.96 | $1,694.60 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $706,777.00 | $15,919.03 | $387,843.40 | $8,532.56 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $119,216.00 | $2,384.32 | $375,094.25 | $7,499.88 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $348,390.00 | $6,967.80 | $60,072.00 | $1,201.44 | $287,096.27 | $5,741.92 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $637,291.00 | $12,745.82 | $246,337.15 | $4,926.74 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $7,374.99 | $147.50 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $65,677.00 | $1,313.54 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $1,218,371.00 | $24,367.42 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $722,733.50 | $14,454.67 | $100,851.00 | $2,017.02 | $656,022.05 | $13,120.04 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $93,957.00 | $1,879.14 | $8,854.53 | $177.09 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $413,511.00 | $8,270.22 | $137,405.63 | $2,748.11 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $126,246.00 | $2,524.92 | $0.00 | $0.00 | $3,036,369.42 | $64,556.99 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $931,039.35 | $18,255.67 | $342,604.50 | $6,827.22 | $282,697.80 | $5,543.10 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016G Synthetic Turf<br>AstroTurf (formerly ProGrass LLC), Sales | Bid #016G Synthetic Turf<br>AstroTurf (formerly ProGrass LLC), Fees Rcvd | Bid #016I Signage<br>Daktronics, Sales | Bid #016I Signage<br>Daktronics, Fees Rcvd | Bid #016A Facility Mgt Software<br>Dude Solutions dba SchoolDude & Facility Dude, Sales | Bid #016A Facility Mgt Software<br>Dude Solutionsdba SchoolDude & Facility Dude, Fees Rcvd | Bid #016G Synthetic Turf<br>Field Turf (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Field Turf (Synthetic Turf), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $148,735.00 | $2,974.70 | $17,359.71 | $347.19 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $0.00 | $0.00 | $1,286,120.00 | $25,722.40 | $705,679.28 | $14,093.59 | $740,317.02 | $14,806.34 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $552,980.00 | $5,529.80 | $606,564.00 | $12,131.28 | $319,688.70 | $6,393.78 | $4,891,688.94 | $59,277.58 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $2,510,435.21 | $50,208.70 | $1,499,008.74 | $26,277.95 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $8,772.00 | $87.72 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $173,871.00 | $3,477.42 | $964,263.87 | $19,285.28 | $1,084,005.66 | $21,680.11 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $1,905,889.00 | $38,118.00 | $1,209,240.00 | $24,185.00 | $8,288,511.00 | $165,770.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $4,550,400.13 | $91,008.00 | $46,304.00 | $926.08 | $0.00 | $0.00 | $386,200.00 | $7,724.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $8,043.00 | $160.36 | $201,081.00 | $4,021.62 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $218,401.00 | $4,368.02 | $80,187.82 | $1,603.76 | $3,446,377.95 | $68,927.56 |

| Bid Year<br>Response Status | Billing State: | Bid #016G Synthetic Tu<br>AstroTurf (formerly ProGrass LLC), Sales | Bid #016G Synthetic Tu<br>AstroTurf (formerly ProGrass LLC), Fees Rcvd | Bid #016I Signage<br>Daktronics, Sales | Bid #016I Signage<br>Daktronics, Fees Rcvd | Bid #016A Facility Mgt<br>Dude Solutions dba SchoolDude & Facility Dude, Sales | Bid #016A Facility Mgt<br>Dude Solutionsdba SchoolDude & Facility Dude, Fees Rcvd | Bid #016G Synthetic Tu<br>Field Turf (Synthetic Turf), Sales | Bid #016G Synthetic Tu<br>Field Turf (Synthetic Turf), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$11,443,396.12** | | **$13,050,044.51** | | **$12,101,903.21** | | **$23,199,738.77** | |
| **Total 2019 Admin Fees** | | | **$177,930.70** | | **$258,083.78** | | **$248,806.03** | | **$429,157.10** |

| | **Bid #016** |
|---|---|
| **Totals By Bids** | **$114,020,661.58** |
| **Total 2019 Sales** | **$2,168,777.46** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016H Tracks & Courts<br>Field Turf (Tracks & Courts), Sales | Bid #016H Tracks & Courts<br>Field Turf (Tracks & Courts), Fees Rcvd | Bid #016G Synthetic Turf<br>Hellas (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Hellas (Synthetic Turf), Fees Rcvd | Bid #016H Tracks & Courts<br>Hellas (Tracks & Courts), Sales | Bid #016H Tracks & Courts<br>Hellas (Tracks & Courts), Fees Rcvd | Bid #016C Mobile Learning Solutions<br>Mackin, Sales | Bid #016C Mobile Learning Solutions<br>Mackin, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $109,775.33 | $2,195.50 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $1,688,895.99 | $33,777.92 | $0.00 | $0.00 | $0.00 | $0.00 | $1,937.97 | $38.76 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $1,388,420.69 | $27,768.41 | $0.00 | $0.00 | $0.00 | $0.00 | $15,215.31 | $304.31 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $14,181.25 | $283.63 | $0.00 | $0.00 | $21,532.92 | $415.78 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $126,685.49 | $43,316.94 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $42,410.37 | $933.03 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $339,172.60 | $10,056.62 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $1,214,860.42 | $24,297.21 | $1,817,594.00 | $32,115.08 | $2,259,664.36 | $35,855.98 | $62,873.10 | $1,257.47 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $5,252.66 | $105.05 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $13,319.83 | $266.41 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $261,475.27 | $5,229.51 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $103,463.48 | $2,069.28 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $88,080.58 | $1,761.61 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $2,067,242.00 | $41,344.84 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $56,505.30 | $1,130.11 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $2,846,172.53 | $59,208.94 | $1,818,822.52 | $36,376.45 | $335,590.00 | $6,711.80 | $1,215.50 | $24.31 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $3,586,444.69 | $70,325.97 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016H Tracks & Courts<br>Field Turf (Tracks & Courts), Sales | Bid #016H Tracks & Courts<br>Field Turf (Tracks & Courts), Fees Rcvd | Bid #016G Synthetic Turf<br>Hellas (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Hellas (Synthetic Turf), Fees Rcvd | Bid #016H Tracks & Courts<br>Hellas (Tracks & Courts), Sales | Bid #016H Tracks & Courts<br>Hellas (Tracks & Courts), Fees Rcvd | Bid #016C Mobile Learning Solutions<br>Mackin, Sales | Bid #016C Mobile Learning Solutions<br>Mackin, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $11,819.64 | $236.39 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $1,114,211.00 | $22,284.22 | $1,528,026.50 | $30,560.53 | $141,929.50 | $2,838.59 | $74,870.26 | $1,497.41 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $4,928,649.03 | $98,572.98 | $1,636,325.47 | $32,726.51 | $986,998.53 | $19,739.97 | $311,706.55 | $6,234.14 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $30,385.04 | $1,229.36 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $4,959,930.00 | $49,599.30 | $325,815.00 | $3,258.15 | $52,345.55 | $1,046.91 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $445,554.50 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $11,382.60 | $227.65 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $2,890,161.00 | $57,803.00 | $0.00 | $0.00 | $2,975,133.00 | $59,503.00 | $259,391.00 | $5,188.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $341,489.50 | $6,829.79 | $0.00 | $0.00 | $36,550.00 | $731.00 | $31,639.14 | $632.79 |

| Bid Year<br>Response Status | Billing State: | Bid #016H Tracks & Co<br>Field Turf (Tracks & Courts), Sales | Bid #016H Tracks & Co<br>Field Turf (Tracks & Courts), Fees Rcvd | Bid #016G Synthetic Tu<br>Hellas (Synthetic Turf), Sales | Bid #016G Synthetic Tu<br>Hellas (Synthetic Turf), Fees Rcvd | Bid #016H Tracks & Co<br>Hellas (Tracks & Courts), Sales | Bid #016H Tracks & Co<br>Hellas (Tracks & Courts), Fees Rcvd | Bid #016C Mobile Learn<br>Mackin, Sales | Bid #016C Mobile Learn<br>Mackin, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$18,925,656.66** | | **$15,361,324.43** | | **$7,061,680.39** | | **$2,032,455.49** | |
| **Total 2019 Admin Fees** | | | **$371,887.31** | | **$251,987.47** | | **$128,638.49** | | **$85,397.34** |

**Totals By Bids**
**Total 2019 Sales**
**Total 2019 Admin Fees**

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016G Synthetic Turf<br>Motz Group (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Motz Group (Synthetic Turf), Fees Rcvd | Bid #016G Synthetic Turf<br>Shaw Sport Turf (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Shaw Sport Turf (Synthetic Turf), Fees Rcvd | Bid #017B Digital Copiers<br>Konica Minolta, Sales | Bid #017B Digital Copiers<br>Konica Minolta, Fees Rcvd | Bid #017B Digital Copiers<br>Kyocera Mita, Sales | Bid #017B Digital Copiers<br>Kyocera Mita, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $0.00 | $0.00 | $2,786,124.83 | $55,711.64 | $327,361.63 | $6,547.23 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $0.00 | $0.00 | $487,325.67 | $8,400.98 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $0.00 | $0.00 | $2,121,272.54 | $42,425.46 | $28,775.00 | $575.50 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $0.00 | $0.00 | $125,435.98 | $2,508.71 | $24,959.00 | $499.18 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $111,936.69 | $2,238.73 | $3,388.25 | $67.76 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $482,302.77 | $9,646.06 | $276,971.56 | $5,539.37 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $991,750.00 | $19,835.00 | $0.00 | $0.00 | $816,282.44 | $18,346.95 | $139,300.00 | $2,786.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $0.00 | $0.00 | $78,256.97 | $1,556.14 | $328,893.06 | $6,577.86 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $1,719,059.00 | $34,381.18 | $2,031,454.23 | $40,629.09 | $68,684.00 | $1,373.68 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $519,367.00 | $10,387.34 | $0.00 | $0.00 | $2,546,900.93 | $50,938.02 | $973,692.14 | $19,473.84 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $2,036,749.95 | $40,735.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $0.00 | $0.00 | $662,335.66 | $13,246.70 | $659,883.24 | $13,197.67 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $0.00 | $0.00 | $802,660.94 | $16,053.20 | $450,908.74 | $9,824.02 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $1,820,213.15 | $36,404.27 | $125,361.00 | $2,507.22 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $0.00 | $0.00 | $697,202.40 | $13,944.05 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $0.00 | $0.00 | $125,816.49 | $2,516.33 | $2,546.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $1,918,152.00 | $38,363.04 | $724,009.46 | $14,486.19 | $13,674.71 | $273.49 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $0.00 | $0.00 | $35,766.55 | $675.45 | $181,918.00 | $3,638.36 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016G Synthetic Turf<br>Motz Group (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Motz Group (Synthetic Turf), Fees Rcvd | Bid #016G Synthetic Turf<br>Shaw Sport Turf (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Shaw Sport Turf (Synthetic Turf), Fees Rcvd | Bid #017B Digital Copiers<br>Konica Minolta, Sales | Bid #017B Digital Copiers<br>Konica Minolta, Fees Rcvd | Bid #017B Digital Copiers<br>Kyocera Mita, Sales | Bid #017B Digital Copiers<br>Kyocera Mita, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $22,941.44 | $458.83 | $151,513.83 | $3,030.28 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $4,910,268.00 | $98,205.36 | $0.00 | $0.00 | $2,037,996.13 | $40,759.93 | $1,629,878.71 | $32,597.57 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $197,284.40 | $3,945.69 | $261,586.54 | $5,231.73 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $0.00 | $0.00 | $3,528,130.19 | $70,562.59 | $21,817.84 | $548.08 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $0.00 | $0.00 | $778,501.47 | $15,570.02 | $23,689.28 | $473.79 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $785,866.00 | $15,717.32 | $812,935.72 | $16,258.71 | $50,572.00 | $1,011.44 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $829,167.00 | $16,582.00 | $685,289.00 | $16,806.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $110,904.00 | $5,177.76 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $0.00 | $0.00 | $890,216.52 | $17,804.33 | $182,802.00 | $3,656.04 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #016G Synthetic Tu<br>Motz Group (Synthetic Turf), Sales | Bid #016G Synthetic Tu<br>Motz Group (Synthetic Turf), Fees Rcvd | Bid #016G Synthetic Tu<br>Shaw Sport Turf (Synthetic Turf), Sales | Bid #016G Synthetic Tu<br>Shaw Sport Turf (Synthetic Turf), Fees Rcvd | Bid #017B Digital Copie<br>Konica Minolta, Sales | Bid #017B Digital Copie<br>Konica Minolta, Fees Rcvd | Bid #017B Digital Copie<br>Kyocera Mita, Sales | Bid #017B Digital Copie<br>Kyocera Mita, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$6,421,385.00** | | **$4,423,077.00** | | **$27,700,124.52** | | **$6,613,465.53** | |
| **Total 2019 Admin Fees** | | | **$128,427.70** | | **$88,461.54** | | **$557,582.83** | | **$136,236.11** |

| | Bid #017 |
|---|---|
| **Totals By Bids** | **$120,382,709.13** |
| **Total 2019 Sales** | **$2,432,140.29** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #017F Roofing<br>Progressive Services, Sales | Bid #017F Roofing<br>Progressive Services, Fees Rcvd | Bid #017C Hardwood & Synthetic Flooring<br>Sports Surfaces (Hardwood & Synthetic Flooring), Sales | Bid #017C Hardwood & Synthetic Flooring<br>Sports Surfaces (Hardwood & Synthetic Flooring), Fees Rcvd | Bid #017A Athletic Lighting<br>Techline Sports Lighting, Sales | Bid #017A Athletic Lighting<br>Techline Sports Lighting, Fees Rcvd | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Sales | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $592,920.12 | $11,858.41 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $104,875.33 | $2,081.55 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $6,382,899.48 | $127,596.79 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $191,319.61 | $3,826.20 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $0.00 | $0.00 | $286,800.00 | $5,736.00 | $1,204,237.89 | $23,691.81 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $1,122,880.41 | $22,457.59 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $0.00 | $0.00 | $196,000.00 | $3,920.00 | $164,069.31 | $3,281.38 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $3,731,265.33 | $76,219.08 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $9,016,755.17 | $180,335.10 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $231,611.50 | $4,632.23 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $450,665.58 | $9,013.31 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $20,226,871.55 | $425,125.56 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $364,315.98 | $7,143.45 | $0.00 | $0.00 | $0.00 | $0.00 | $22,096.34 | $433.26 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #017F Roofing<br>Progressive Services, Sales | Bid #017F Roofing<br>Progressive Services, Fees Rcvd | Bid #017C Hardwood & Synthetic Flooring<br>Sports Surfaces (Hardwood & Synthetic Flooring), Sales | Bid #017C Hardwood & Synthetic Flooring<br>Sports Surfaces (Hardwood & Synthetic Flooring), Fees Rcvd | Bid #017A Athletic Lighting<br>Techline Sports Lighting, Sales | Bid #017A Athletic Lighting<br>Techline Sports Lighting, Fees Rcvd | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Sales | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $334,772.00 | $6,695.44 | $0.00 | $0.00 | $0.00 | $2.00 | $3,827,517.94 | $76,550.37 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $2,147,500.08 | $42,950.01 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $576,095.88 | $11,521.93 | $0.00 | $0.00 | $21,671,607.55 | $431,975.92 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $0.00 | $0.00 | $316,730.00 | $3,167.30 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $677,910.33 | $13,558.21 | $0.00 | $0.00 | $539,900.00 | $10,798.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $3,466,185.00 | $69,324.00 | $0.00 | $0.00 | $0.00 | $0.00 | $7,943,244.00 | $158,865.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $278,072.70 | $5,561.45 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #017F Roofing<br>Progressive Services, Sales | Bid #017F Roofing<br>Progressive Services, Fees Rcvd | Bid #017C Hardwood &<br>Sports Surfaces (Hardwood & Synthetic Flooring), Sales | Bid #017C Hardwood &<br>Sports Surfaces (Hardwood & Synthetic Flooring), Fees Rcvd | Bid #017A Athletic Ligh<br>Techline Sports Lighting, Sales | Bid #017A Athletic Ligh<br>Techline Sports Lighting, Fees Rcvd | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Sales | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$5,074,794.81** | | **$576,095.88** | | **$1,339,430.00** | | **$79,078,798.39** | |
| **Total 2019 Admin Fees** | | | **$101,353.33** | | **$11,521.93** | | **$23,623.30** | | **$1,601,822.79** |

**Totals By Bids**
**Total 2019 Sales**
**Total 2019 Admin Fees**

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018D Furniture<br>Biofit, Sales | Bid #018D Furniture<br>Biofit, Fees Rcvd | Bid #018A Technology<br>CDWG, Sales | Bid #018A Technology<br>CDWG, Fees Rcvd | Bid #018B LED Lighting<br>Facility Solutions Group, Sales | Bid #018B LED Lighting<br>Facility Solutions Group, Fees Rcvd | Bid #018A Technology<br>MNJ Technologies, Sales | Bid #018A Technology<br>MNJ Technologies, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $94,773,897.40 | $1,451,231.63 | $0.00 | $0.00 | $1,441,438.39 | $28,828.79 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $12,135,871.07 | $137,003.23 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $2,903,795.00 | $45,353.70 | $130,212.40 | $2,604.25 | $18,534.36 | $370.71 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $765,600.50 | $14,453.29 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $40,000.00 | $1,200.00 | $7,486,447.68 | $120,463.87 | $0.00 | $0.00 | $111,668.70 | $2,233.38 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $2,931,151.67 | $70,514.71 | $0.00 | $0.00 | $61,990.21 | $1,363.80 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $1,510,273.22 | $45,829.78 | $0.00 | $0.00 | $45,323.13 | $906.47 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $9,526,393.85 | $166,014.77 | $3,601.14 | $72.02 | $12,827.53 | $256.56 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $19,986.00 | $399.72 | $3,646,006.88 | $62,023.33 | $109,027.70 | $2,180.55 | $72,610.88 | $1,452.21 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $163,822.71 | $3,039.58 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $907,751.41 | $17,001.57 | $30,347.70 | $606.94 | $236,803.63 | $4,736.09 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $1,552,153.11 | $29,276.92 | $554.25 | $11.09 | $187,857.04 | $3,757.15 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $8,822,907.98 | $160,250.70 | $0.00 | $0.00 | $1,315.15 | $26.31 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $571,740.93 | $9,128.13 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $22,825.30 | $456.51 | $944,751.05 | $14,993.57 | $0.00 | $0.00 | $43,596.16 | $871.94 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $10,988,987.00 | $216,075.10 | $0.00 | $0.00 | $453,325.00 | $9,059.08 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018D Furniture<br>Biofit, Sales | Bid #018D Furniture<br>Biofit, Fees Rcvd | Bid #018A Technology<br>CDWG, Sales | Bid #018A Technology<br>CDWG, Fees Rcvd | Bid #018B LED Lighting<br>Facility Solutions Group, Sales | Bid #018B LED Lighting<br>Facility Solutions Group, Fees Rcvd | Bid #018A Technology<br>MNJ Technologies, Sales | Bid #018A Technology<br>MNJ Technologies, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $431,415.81 | $7,469.16 | $1,052.88 | $21.06 | $48,977.14 | $979.56 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $39,599.40 | $791.99 | $9,314,446.94 | $154,675.04 | $0.00 | $0.00 | $963,256.81 | $19,265.16 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $1,093,002.99 | $16,015.13 | $0.00 | $0.00 | $14,495.67 | $289.92 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $72,588.68 | $1,451.77 | $1,195,636.73 | $19,713.82 | $0.00 | $0.00 | $16,787.51 | $335.75 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $65,041.80 | $1,300.84 | $1,686,988.13 | $28,418.49 | $364.40 | $7.29 | $384,234.45 | $7,683.63 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $8,928,965.92 | $154,564.92 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $82,285.00 | $1,646.00 | $19,892,933.00 | $346,952.00 | $8,137.00 | $163.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $3,507,043.74 | $68,620.47 | $0.00 | $0.00 | $19,012.41 | $380.26 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $2,142,358.26 | $23,656.65 | $0.00 | $0.00 | $12,078.03 | $241.59 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $991,494.52 | $17,208.19 | $0.00 | $0.00 | $2,222.94 | $44.46 |

| Bid Year<br>Response Status | Billing State: | Bid #018D Furniture<br>Biofit, Sales | Bid #018D Furniture<br>Biofit, Fees Rcvd | Bid #018A Technology<br>CDWG, Sales | Bid #018A Technology<br>CDWG, Fees Rcvd | Bid #018B LED Lightin<br>Facility Solutions Group, Sales | Bid #018B LED Lightin<br>Facility Solutions Group, Fees Rcvd | Bid #018A Technology<br>MNJ Technologies, Sales | Bid #018A Technology<br>MNJ Technologies, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$342,326.18** | | **$208,815,837.50** | | **$283,297.47** | | **$4,148,355.14** | |
| **Total 2019 Admin Fees** | | | **$7,246.83** | | **$3,399,947.75** | | **$5,666.20** | | **$83,082.82** |

| | **Bid #018** |
|---|---|
| **Totals By Bids** | **$221,160,296.21** |
| **Total 2019 Sales** | **$3,664,501.28** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018D Furniture<br>National Business Furniture, Sales | Bid #018D Furniture<br>National Business Furniture, Fees Rcvd | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Sales | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Fees Rcvd | Bid #018D Furniture<br>SICO, Sales | Bid #018D Furniture<br>SICO, Fees Rcvd | Bid #018.5A MRO<br>Best Plumbing, Sales | Bid #018.5A MRO<br>Best Plumbing, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $2,321.62 | $56.93 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $276,915.08 | $5,538.31 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $67,698.29 | $1,353.98 | $0.00 | $0.00 | $0.00 | $0.00 | $14,271.68 | $285.42 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $55,960.28 | $1,367.85 | $18,143.24 | $362.87 | $0.00 | $0.00 | $112,995.11 | $2,259.91 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $7,692.28 | $153.84 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $87,337.74 | $1,746.76 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $41,049.72 | $885.91 | $596,451.48 | $13,121.93 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $624,104.06 | $12,482.09 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $53,101.64 | $1,055.70 | $933,124.94 | $18,662.49 | $3,438.20 | $68.76 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $27,174.39 | $543.49 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $101,219.28 | $2,024.38 | $207,927.71 | $4,158.56 | $0.00 | $0.00 | $87,965.16 | $1,759.30 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $61,012.84 | $1,220.26 | $621,775.62 | $12,435.49 | $0.00 | $0.00 | $13,282.43 | $265.64 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $68,550.01 | $1,371.00 | $290,668.10 | $6,107.67 | $0.00 | $0.00 | $1,876.88 | $37.54 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $2,008.00 | $40.16 | $40,537.52 | $810.75 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $38,568.05 | $771.36 | $355,876.90 | $7,117.55 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $109,673.62 | $2,193.46 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $23,695.21 | $464.61 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018D Furniture<br>National Business Furniture, Sales | Bid #018D Furniture<br>National Business Furniture, Fees Rcvd | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Sales | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Fees Rcvd | Bid #018D Furniture<br>SICO, Sales | Bid #018D Furniture<br>SICO, Fees Rcvd | Bid #018.5A MRO<br>Best Plumbing, Sales | Bid #018.5A MRO<br>Best Plumbing, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $82,794.42 | $1,655.85 | $221,595.69 | $4,431.91 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $5,300.79 | $123.22 | $1,138,968.30 | $22,779.36 | $0.00 | $0.00 | $81.30 | $1.63 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $6,279.80 | $125.60 | $1,906.07 | $38.12 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $85,710.85 | $658.73 | $253,500.84 | $5,070.07 | $0.00 | $0.00 | $2,870.16 | $57.39 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $3,594.90 | $57.94 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $4,226.34 | $97.11 | $88,435.83 | $1,768.72 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $257,912.76 | $21,767.01 | $0.00 | $0.00 | $34,571.53 | $8,642.89 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $30,193.30 | $603.87 | $354,014.56 | $7,080.29 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $296,076.32 | $5,704.86 | $23,943.33 | $478.86 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #018D Furniture<br>National Business Furniture, Sales | Bid #018D Furniture<br>National Business Furniture, Fees Rcvd | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Sales | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Fees Rcvd | Bid #018D Furniture<br>SICO, Sales | Bid #018D Furniture<br>SICO, Fees Rcvd | Bid #018.5A MRO<br>Best Plumbing, Sales | Bid #018.5A MRO<br>Best Plumbing, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$1,173,901.95** | | **$6,393,139.77** | | **$3,438.20** | | **$267,914.25** | |
| **Total 2019 Admin Fees** | | | **$22,530.11** | | **$145,958.81** | | **$68.76** | | **$13,309.72** |

| | Bid #018.5 |
|---|---|
| **Totals By Bids** | **$2,115,937.47** |
| **Total 2019 Sales** | **$51,568.51** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018.5C Athletic Equip<br>Kranos Corp dba Schutt Sports, Sales | Bid #018.5C Athletic Equip<br>Kranos Corp dba Schutt Sports, Fees Rcvd | Bid #018.5B Career & Tech Ed<br>Midwest Technology, Sales | Bid #018.5B Career & Tech Ed<br>Midwest Technology, Fees Rcvd | Bid #018.5C Athletic Equip<br>Partac Peat, Sales | Bid #018.5C Athletic Equip<br>Partac Peat, Fees Rcvd | Bid #018.5C Athletic Equip<br>School Health, Sales | Bid #018.5C Athletic Equip<br>School Health, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $3,759.20 | $75.18 | $600.53 | $12.00 | $5,729.54 | $114.59 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $572.66 | $11.45 | $0.00 | $0.00 | $2,634.38 | $52.69 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $24,590.14 | $487.81 | $273,690.97 | $5,483.82 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $2,205.61 | $44.15 | $24,921.88 | $498.44 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $102,093.79 | $2,246.02 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $7,101.51 | $139.52 | $8,814.99 | $176.30 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $4,174.03 | $83.48 | $55,335.93 | $1,106.71 | $1,584.30 | $31.69 | $2,769.75 | $55.40 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $11,419.94 | $228.41 | $8,923.24 | $178.47 | $261.00 | $5.22 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $422.52 | $8.45 | $0.00 | $0.00 | $46,813.03 | $936.05 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $210.00 | $4.20 | $11,022.48 | $220.45 | $1,458.72 | $29.17 | $5,152.25 | $103.04 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $3,193.16 | $63.86 | $27,691.85 | $553.84 | $2,227.21 | $44.54 | $27,048.04 | $540.97 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $4,401.23 | $88.06 | $11,832.00 | $236.64 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $58.08 | $1.16 | $34,751.55 | $695.03 | $298.21 | $5.96 | $863.32 | $17.27 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $4,128.32 | $82.57 | $0.00 | $0.00 | $1,307.54 | $26.15 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $30,557.50 | $607.93 | $231.14 | $4.53 | $50,246.39 | $985.22 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018.5C Athletic Equip<br>Kranos Corp dba Schutt Sports, Sales | Bid #018.5C Athletic Equip<br>Kranos Corp dba Schutt Sports, Fees Rcvd | Bid #018.5B Career & Tech Ed<br>Midwest Technology, Sales | Bid #018.5B Career & Tech Ed<br>Midwest Technology, Fees Rcvd | Bid #018.5C Athletic Equip<br>Partac Peat, Sales | Bid #018.5C Athletic Equip<br>Partac Peat, Fees Rcvd | Bid #018.5C Athletic Equip<br>School Health, Sales | Bid #018.5C Athletic Equip<br>School Health, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $7.35 | $0.15 | $16,856.78 | $337.11 | $0.00 | $0.00 | $4,393.49 | $87.87 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $0.00 | $0.00 | $53,281.44 | $1,065.58 | $5,460.02 | $109.52 | $396.31 | $7.93 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $6,831.86 | $136.64 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $431.55 | $8.64 | $0.00 | $0.00 | $61,829.51 | $1,236.65 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $1,312.80 | $26.26 | $33,634.91 | $672.70 | $2,420.61 | $48.41 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $20,019.27 | $400.38 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $86,892.00 | $1,803.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $4,367.31 | $87.35 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $31,377.40 | $627.55 | $3,099.30 | $61.99 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $97.70 | $57.40 | $31,220.50 | $624.41 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #018.5C Athletic Eq<br>Kranos Corp dba Schutt Sports, Sales | Bid #018.5C Athletic Eq<br>Kranos Corp dba Schutt Sports, Fees Rcvd | Bid #018.5B Career & T<br>Midwest Technology, Sales | Bid #018.5B Career & T<br>Midwest Technology, Fees Rcvd | Bid #018.5C Athletic Eq<br>Partac Peat, Sales | Bid #018.5C Athletic Eq<br>Partac Peat, Fees Rcvd | Bid #018.5C Athletic Eq<br>School Health, Sales | Bid #018.5C Athletic Eq<br>School Health, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$12,828.55** | | **$505,718.50** | | **$555,622.29** | | **$94,858.70** | |
| **Total 2019 Admin Fees** | | | **$256.57** | | **$10,429.40** | | **$11,122.53** | | **$1,877.48** |

**Totals By Bids**
**Total 2019 Sales**
**Total 2019 Admin Fees**

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018.5C Athletic Equip<br>School Specialty (Athletic Equipment & Supplies), Sales | Bid #018.5C Athletic Equip<br>School Specialty (Athletic Equipment & Supplies), Fees Rcvd | Bid #019E Instructional Supplies<br>BLICK Art, Sales | Bid #019E Instructional Supplies<br>BLICK Art, Fees Rcvd | Bid #019B Custodial Supplies<br>Busch Systems, Sales | Bid #019B Custodial Supplies<br>Busch Systems, Fees Rcvd | Bid #019B Custodial Supplies<br>Hillyard, Sales | Bid #019B Custodial Supplies<br>Hillyard, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $1,031.16 | $20.62 | $14,799.55 | $295.99 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $14,751.06 | $295.03 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $208,641.63 | $4,174.63 | $0.00 | $0.00 | $26,936.08 | $538.76 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $1,346.22 | $26.92 | $872.65 | $17.45 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $4,227.50 | $84.55 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $18,557.68 | $408.28 | $71,011.64 | $1,562.26 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $47,871.93 | $957.44 | $26,264.22 | $525.29 | $400.24 | $8.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $138,381.84 | $2,767.64 | $15,671.02 | $313.42 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $2,786.41 | $55.73 | $68,605.16 | $1,372.10 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $153,604.66 | $3,072.10 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $46,113.44 | $922.28 | $74,969.77 | $1,499.40 | $0.00 | $0.00 | $646.50 | $12.93 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $53,224.26 | $700.36 | $53,948.20 | $1,078.96 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $8,779.97 | $175.60 | $523.00 | $10.46 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $36,611.29 | $542.05 | $32,456.98 | $649.14 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018.5C Athletic Equip<br>School Specialty (Athletic Equipment & Supplies), Sales | Bid #018.5C Athletic Equip<br>School Specialty (Athletic Equipment & Supplies), Fees Rcvd | Bid #019E Instructional Supplies<br>BLICK Art, Sales | Bid #019E Instructional Supplies<br>BLICK Art, Fees Rcvd | Bid #019B Custodial Supplies<br>Busch Systems, Sales | Bid #019B Custodial Supplies<br>Busch Systems, Fees Rcvd | Bid #019B Custodial Supplies<br>Hillyard, Sales | Bid #019B Custodial Supplies<br>Hillyard, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $32,808.78 | $656.17 | $42,606.41 | $852.12 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $151,825.43 | $3,036.52 | $11,467.09 | $229.34 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $43,211.29 | $864.29 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $1,765.29 | $35.31 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $7,266.54 | $144.80 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $31,456.64 | $2,139.65 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $34,080.69 | $681.62 | $1,670.00 | $33.57 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $4,663.05 | $93.26 | $2,261.46 | $45.23 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #018.5C Athletic Eq<br>School Specialty (Athletic Equipment & Supplies), Sales | Bid #018.5C Athletic Eq<br>School Specialty (Athletic Equipment & Supplies), Fees Rcvd | Bid #019E Instructional<br>BLICK Art, Sales | Bid #019E Instructional<br>BLICK Art, Fees Rcvd | Bid #019B Custodial Su<br>Busch Systems, Sales | Bid #019B Custodial Su<br>Busch Systems, Fees Rcvd | Bid #019B Custodial Su<br>Hillyard, Sales | Bid #019B Custodial Su<br>Hillyard, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$678,995.18** | | **$781,138.73** | | **$400.24** | | **$27,582.58** | |
| **Total 2019 Admin Fees** | | | **$14,572.81** | | **$15,766.77** | | **$8.00** | | **$551.69** |

| | Bid #019 |
|---|---|
| **Totals By Bids** | **$62,623,751.34** |
| **Total 2019 Sales** | **$1,440,365.98** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019E Instructional Supplies<br>Pitsco, Sales | Bid #019E Instructional Supplies<br>Pitsco, Fees Rcvd | Bid #019C Office Supplies<br>Quill (Office Supplies Catalog), Sales | Bid #019C Office Supplies<br>Quill (Office Supplies Catalog), Fees Rcvd | Bid #019E Instructional Supplies<br>Quill (School & Instructional Supply Catalog), Sales | Bid #019E Instructional Supplies<br>Quill (School & Instructional Supply Catalog), Fees Rcvd | Bid #019E Instructional Supplies<br>School Specialty (School & Instructional Supply Catalog), Sales | Bid #019E Instructional Supplies<br>School Specialty (School & Instructional Supply Catalog), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $1,889,815.02 | $37,796.30 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $1,224,221.08 | $16,025.48 | $0.00 | $0.00 | $432,772.41 | $8,655.44 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $1,645.96 | $32.93 | $394,207.22 | $7,884.14 | $1,624,114.39 | $32,482.31 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $2,242,126.70 | $44,842.62 | $0.00 | $0.00 | $44,325.70 | $886.52 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $450,625.73 | $9,012.51 | $1,591.04 | $31.82 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $29,321.20 | $586.42 | $477,517.89 | $9,550.36 | $99,312.67 | $1,986.25 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $2,599,352.06 | $57,502.44 | $0.00 | $0.00 | $887,277.80 | $19,520.11 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $2,270,973.39 | $45,419.47 | $13,621.10 | $272.42 | $2,001,140.11 | $40,022.80 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $1,119.85 | $22.28 | $1,711,022.82 | $34,220.46 | $361,852.10 | $7,237.05 | $3,292,091.97 | $65,841.84 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $3,617,666.83 | $72,353.33 | $0.00 | $0.00 | $235,527.09 | $4,710.53 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $224,422.19 | $4,488.45 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $11,392.50 | $227.85 | $268,870.75 | $5,377.42 | $1,440.47 | $28.81 | $14.20 | $0.28 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $1,932.27 | $38.65 | $0.00 | $0.00 | $0.00 | $0.00 | $2,006,822.01 | $40,136.40 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $873,900.79 | $20,121.21 | $1,546,360.92 | $30,927.23 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $0.00 | $0.00 | $546,146.22 | $10,922.92 | $649,649.26 | $12,992.99 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $317.52 | $6.35 | $104,721.45 | $2,094.43 | $450,732.91 | $5,047.81 | $1,150,888.68 | $23,017.79 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $2,711,588.50 | $54,025.34 | $0.00 | $0.00 | $1,433,983.99 | $28,562.04 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019E Instructional Supplies<br>Pitsco, Sales | Bid #019E Instructional Supplies<br>Pitsco, Fees Rcvd | Bid #019C Office Supplies<br>Quill (Office Supplies Catalog), Sales | Bid #019C Office Supplies<br>Quill (Office Supplies Catalog), Fees Rcvd | Bid #019E Instructional Supplies<br>Quill (School & Instructional Supply Catalog), Sales | Bid #019E Instructional Supplies<br>Quill (School & Instructional Supply Catalog), Fees Rcvd | Bid #019E Instructional Supplies<br>School Specialty (School & Instructional Supply Catalog), Sales | Bid #019E Instructional Supplies<br>School Specialty (School & Instructional Supply Catalog), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $802,703.06 | $16,054.08 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $976.03 | $19.52 | $0.00 | $0.00 | $3,016,282.23 | $60,325.65 | $5,988,756.82 | $119,775.29 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $617,369.62 | $12,347.39 | $0.00 | $0.00 | $48,023.77 | $960.48 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $3,128.65 | $62.58 | $2,352,736.64 | $47,054.73 | $0.00 | $0.00 | $1,520,874.80 | $30,417.57 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $1,109.02 | $22.18 | $2,311,082.86 | $39,666.24 | $0.00 | $0.00 | $172,461.25 | $3,448.99 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $1,734,359.82 | $34,687.19 | $2,933.46 | $58.66 | $179,589.40 | $3,591.79 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $1,583,870.51 | $187,322.72 | $7,491.45 | $17,715.84 | $1,046,299.98 | $44,833.90 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $854,750.89 | $17,094.86 | $0.00 | $0.00 | $967,452.26 | $19,349.04 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $95,147.85 | $1,902.96 | $473,259.65 | $9,465.20 | $146,968.60 | $2,939.37 |

| Bid Year<br>Response Status | Billing State: | Bid #019E Instructional<br>Pitsco, Sales | Bid #019E Instructional<br>Pitsco, Fees Rcvd | Bid #019C Office Suppl<br>Quill (Office Supplies Catalog), Sales | Bid #019C Office Suppl<br>Quill (Office Supplies Catalog), Fees Rcvd | Bid #019E Instructional<br>Quill (School & Instructional Supply Catalog), Sales | Bid #019E Instructional<br>Quill (School & Instructional Supply Catalog), Fees Rcvd | Bid #019E Instructional<br>School Specialty (School & Instructional Supply Catalog), Sales | Bid #019E Instructional<br>School Specialty (School & Instructional Supply Catalog), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$21,621.80** | | **$29,288,253.13** | | **$7,850,883.70** | | **$24,653,296.75** | |
| **Total 2019 Admin Fees** | | | **$432.34** | | **$731,704.90** | | **$173,260.06** | | **$518,630.73** |

**Totals By Bids**
**Total 2019 Sales**
**Total 2019 Admin Fees**

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019B Custodial Supplies<br>State Industrial Products, Sales | Bid #019B Custodial Supplies<br>State Industrial Products, Fees Rcvd | Bid #019.5A Telescopic Seating<br>Hussey Seating, Sales | Bid #019.5A Telescopic Seating<br>Hussey Seating, Fees Rcvd | Bid #019.5B Playground & Req<br>Kompan, Sales | Bid #019.5B Playground & Req<br>Kompan, Fees Rcvd | Bid #019.5B Playground & Req<br>Playcraft Systems, Sales | Bid #019.5B Playground & Req<br>Playcraft Systems, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $574.41 | $11.49 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019B Custodial Supplies<br>State Industrial Products, Sales | Bid #019B Custodial Supplies<br>State Industrial Products, Fees Rcvd | Bid #019.5A Telescopic Seating<br>Hussey Seating, Sales | Bid #019.5A Telescopic Seating<br>Hussey Seating, Fees Rcvd | Bid #019.5B Playground & Req<br>Kompan, Sales | Bid #019.5B Playground & Req<br>Kompan, Fees Rcvd | Bid #019.5B Playground & Req<br>Playcraft Systems, Sales | Bid #019.5B Playground & Req<br>Playcraft Systems, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #019B Custodial Su<br>State Industrial Products, Sales | Bid #019B Custodial Su<br>State Industrial Products, Fees Rcvd | Bid #019.5A Telescopic<br>Hussey Seating, Sales | Bid #019.5A Telescopic<br>Hussey Seating, Fees Rcvd | Bid #019.5B Playgrounc<br>Kompan, Sales | Bid #019.5B Playgrounc<br>Kompan, Fees Rcvd | Bid #019.5B Playgrounc<br>Playcraft Systems, Sales | Bid #019.5B Playgrounc<br>Playcraft Systems, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$574.41** | | **$0.00** | | **$0.00** | | **$0.00** | |
| **Total 2019 Admin Fees** | | | **$11.49** | | **$0.00** | | **$0.00** | | **$0.00** |

| | Bid #019.5 |
|---|---|
| **Totals By Bids** | **$0.00** |
| **Total 2019 Sales** | **$0.00** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019.5B Playground & Req<br>Romtec, Sales | Bid #019.5B Playground & Req<br>Romtec, Fees Rcvd | 2019 Total Sales | 2019 Total Admin Fees | 2019 Grand Total Sales | 2019 Grand Total Admin Fees | Bid Year<br>Response Status |
|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $106,289,630.76<br>$0.00 | $1,681,545.93<br>$0.00 | $106,289,630.76 | $1,681,545.93 | 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $17,780,512.95<br>$0.00 | $245,586.11<br>$0.00 | $17,780,512.95 | $245,586.11 | 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $10,621,624.26<br>$0.00 | $199,702.23<br>$0.00 | $10,621,624.26 | $199,702.23 | 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fee |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $15,341,233.97<br>$0.00 | $260,730.84<br>$0.00 | $15,341,233.97 | $260,730.84 | 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $575,233.99<br>$0.00 | $11,504.66<br>$0.00 | $575,233.99 | $11,504.66 | 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $9,221,793.20<br>$0.00 | $196,353.96<br>$0.00 | $9,221,793.20 | $196,353.96 | 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $10,393,299.26<br>$0.00 | $233,478.03<br>$0.00 | $10,393,299.26 | $233,478.03 | 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $7,988,414.80<br>$0.00 | $178,652.09<br>$0.00 | $7,988,414.80 | $178,652.09 | 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $27,477,276.18<br>$0.00 | $511,058.93<br>$0.00 | $27,477,276.18 | $511,058.93 | 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $13,871,716.81<br>$0.00 | $266,537.49<br>$0.00 | $13,871,716.81 | $266,537.49 | 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $2,492,925.22<br>$0.00 | $49,621.44<br>$0.00 | $2,492,925.22 | $49,621.44 | 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & F |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $4,034,621.40<br>$0.00 | $79,538.96<br>$0.00 | $4,034,621.40 | $79,538.96 | 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $10,933,949.03<br>$0.00 | $219,312.42<br>$0.00 | $10,933,949.03 | $219,312.42 | 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $24,259,001.97<br>$0.00 | $471,545.61<br>$0.00 | $24,259,001.97 | $471,545.61 | 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $4,918,252.33<br>$0.00 | $96,058.36<br>$0.00 | $4,918,252.33 | $96,058.36 | 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $4,403,767.45<br>$0.00 | $79,966.00<br>$0.00 | $4,403,767.45 | $79,966.00 | 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $31,162,233.17<br>$0.00 | $649,953.87<br>$0.00 | $31,162,233.17 | $649,953.87 | 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fee |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $21,439,497.94<br>$0.00 | $422,626.33<br>$0.00 | $21,439,497.94 | $422,626.33 | 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fe |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019.5B Playground & Req<br>Romtec, Sales | Bid #019.5B Playground & Req<br>Romtec, Fees Rcvd | 2019 Total Sales | 2019 Total Admin Fees | 2019 Grand Total Sales | 2019 Grand Total Admin Fees | Bid Year<br>Response Status |
|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted | North Dakota | $0.00 | $0.00 | $2,037,581.43 | $39,592.43 | | | 2019 Sales & Fees-Submitted |
| North Dakota 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $2,037,581.43 | $39,592.43 | North Dakota 2019 Total Sales & F |
| 2019 Sales & Fees-Submitted | Ohio | $0.00 | $0.00 | $39,021,685.25 | $748,819.50 | | | 2019 Sales & Fees-Submitted |
| Ohio 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $39,021,685.25 | $748,819.50 | Ohio 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Oregon | $0.00 | $0.00 | $18,628,882.02 | $322,646.75 | | | 2019 Sales & Fees-Submitted |
| Oregon 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $18,628,882.02 | $322,646.75 | Oregon 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Pennsylvania | $0.00 | $0.00 | $35,446,787.66 | $699,256.52 | | | 2019 Sales & Fees-Submitted |
| Pennsylvania 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $35,446,787.66 | $699,256.52 | Pennsylvania 2019 Total Sales & Fe |
| 2019 Sales & Fees-Submitted | Texas | $0.00 | $0.00 | $11,129,793.72 | $154,591.47 | | | 2019 Sales & Fees-Submitted |
| Texas 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $11,129,793.72 | $154,591.47 | Texas 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Virginia | $0.00 | $0.00 | $16,512,058.26 | $297,327.71 | | | 2019 Sales & Fees-Submitted |
| Virginia 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $16,512,058.26 | $297,327.71 | Virginia 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Washington | $0.00 | $0.00 | $50,522,457.00 | $962,708.00 | | | 2019 Sales & Fees-Submitted |
| Washington 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $50,522,457.00 | $962,708.00 | Washington 2019 Total Sales & Fee |
| 2019 Sales & Fees-Submitted | West Virginia | $0.00 | $0.00 | $11,585,834.46 | $456,345.93 | | | 2019 Sales & Fees-Submitted |
| West Virginia 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $11,585,834.46 | $456,345.93 | West Virginia 2019 Total Sales & F |
| 2019 Sales & Fees-Submitted | Wisconsin | $0.00 | $0.00 | $5,991,289.91 | $100,634.83 | | | 2019 Sales & Fees-Submitted |
| Wisconsin 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $5,991,289.91 | $100,634.83 | Wisconsin 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Wyoming | $0.00 | $0.00 | $6,222,001.33 | $121,657.12 | | | 2019 Sales & Fees-Submitted |
| Wyoming 2019 Total Sales & Fees | Wyoming | | | $0.00 | $0.00 | $6,222,001.33 | $121,657.12 | Wyoming 2019 Total Sales & Fees |

| Bid Year<br>Response Status | Billing State: | Bid #019.5B Playground<br>Romtec, Sales | Bid #019.5B Playground & Req<br>Romtec, Fees Rcvd | 2019 Total Sales | 2019 Total Admin Fees | 2019 Grand Total Sales | 2019 Grand Total Admin Fees | Response Status |
|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$0.00** | | **$520,303,355.73** | | **Total 2019 Sales** | | |
| **Total 2019 Admin Fees** | | | **$0.00** | | **$9,757,353.52** | **Total 2019 Admin Fees** | | |
| **Totals By Bids** | | | | **$520,303,355.73** | | **Totals By Bids** | | |
| **Total 2019 Sales** | | | | **$9,757,353.52** | | **Total 2019 Sales** | | |
| **Total 2019 Admin Fees** | | | | | | **Total 2019 Admin Fees** | | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | <br>Billing State: | Bid Year<br>Members (Name) | Entry Time |
|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | California<br>California | CALSAVE/Epylon Corporation | 2/26/20 10:06 PM |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | Colorado<br>Colorado | Colorado BOCES Association | 3/5/20 5:16 PM |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | Connecticut<br>Connecticut | CREC | 2/27/20 7:21 PM |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | Florida<br>Florida | PAEC | 2/10/20 9:13 PM |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | Georgia<br>Georgia | Cooperative Purchasing Agency (Georgia) | 2/28/20 1:56 PM |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | Illinois<br>Illinois | Illinois Learning Technology Purchase Program | 3/10/20 3:50 PM |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | Indiana<br>Indiana | IAESC | 3/11/20 1:50 PM |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | Iowa<br>Iowa | AEA Purchasing | 3/3/20 3:27 PM |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | Kansas<br>Kansas | Southeast Kansas Education Service Center | 3/13/20 7:15 PM |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | Kentucky<br>Kentucky | Green River Regional Educational Coop | 3/10/20 3:03 PM |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | Massachusetts<br>Massachusetts | The Education Cooperative (TEC) | 3/13/20 12:33 PM |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | Michigan<br>Michigan | Oakland Schools | 2/28/20 6:18 PM |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | Minnesota<br>Minnesota | Minnesota Service Cooperatives | 3/13/20 7:39 PM |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | Missouri<br>Missouri | EducationPlus | 3/13/20 7:00 PM |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | Montana<br>Montana | Montana Cooperative Service Coop | 2/16/20 12:20 AM |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | Nebraska<br>Nebraska | Nebraska ESUCC Cooperative Purchasing | 3/13/20 7:36 PM |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | New Jersey<br>New Jersey | Educational Service Commission of New Jersey | 2/11/20 4:42 PM |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | New Mexico<br>New Mexico | Cooperative Educational Services - NM | 3/19/20 10:57 PM |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Billing State: | Bid Year<br>Members (Name) | Entry Time |
|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | North Dakota<br>North Dakota | North Dakota Educators Service Cooperative | 3/12/20 7:53 PM |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | Ohio<br>Ohio | Ohio Council of Educational Purchasing Consor | 3/5/20 2:11 PM |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | Oregon<br>Oregon | InterMountain Educational | 3/20/20 7:16 PM |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | Pennsylvania<br>Pennsylvania | Keystone Purchasing Network | 3/10/20 7:44 PM |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | Texas<br>Texas | Region 16 Education Service Center | 3/12/20 2:44 PM |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | Virginia<br>Virginia | Fairfax County Public Schools | 3/20/20 8:40 PM |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | Washington<br>Washington | King County Directors' Association | 3/10/20 7:23 PM |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | West Virginia<br>West Virginia | Regional Educational Service Center Agency 2 | 3/13/20 11:53 AM |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | Wisconsin<br>Wisconsin | CESA Purchasing | 3/19/20 5:09 PM |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | Wyoming<br>Wyoming | NEW BOCES | 3/2/20 2:14 PM |

| Bid Year<br>Response Status | Billing State: | State: | Members (Name) |
|---|---|---|---|
| **Total 2019 Sales**<br>**Total 2019 Admin Fees** | | **Total 2019 Sales**<br>**Total 2019 Admin Fees** | |
| **Totals By Bids**<br>**Total 2019 Sales**<br>**Total 2019 Admin Fees** | | **Totals By Bids**<br>**Total 2019 Sales**<br>**Total 2019 Admin Fees** | |

**Member Signed 2019 Contracts**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | 2. Name (First) | 2. Name (Last) | AstroTurf | Best Plumbing | BioFit Engineered Products | BLICK Art Materials | Busch Systems International Inc. | CDW-G | Daktronics | Dude Solutions Inc | Facility Solutions Group | Field Turf USA - Synthetic Turf | Field Turf USA - Tracks & Courts |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Racquel | Landolf | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Colorado | Tim | Sanger | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Connecticut | Cara | Hart | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Florida | Judy | Hall | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Joni | Puffett | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| 2019 Signed Contracts-Submitted | Kansas | Tina | Smith | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Kentucky | Ann | Burden | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Massachusetts | Joan | Preble | 0 | 0 | 1 | 1 | 1 | 1 | 0 | 1 | 0 | 0 | 0 |
| 2019 Signed Contracts-Submitted | Michigan | Michelle | Selak | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Minnesota | Melissa | Mattson | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Craig | Peterson | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | New Jersey | Teresa | Gerstacker | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 1 |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Jane | Eastes | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| 2019 Signed Contracts-Submitted | Ohio | Elmo | Kallner | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Jeff | Kimball | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | THOMAS | KIM | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | West Virginia | Tinessa | Williamson | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Wisconsin | Jane | Wray | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Wyoming | Nita | Werner | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 |

*Response Status* *States* *2. Name (First)* *2. Name (Last)* *AstroTurf* *Best Plumbing* *BioFit Engineered Products* *BLICK Art Materials* *Busch Systems International Inc.* *CDW-G* *Daktronics* *Dude Solutions Inc* *Facility Solutions Group* *Field Turf USA - Synthetic Turf* *Field Turf USA - Tracks & Courts*

| States | Hellas Construction, Inc - Synthetic Turf | Hellas Construction, Inc - Tracks & Courts | Hillyard Inc. | Hussey Seating Company | Kompan Inc | Konica Minolta | Kranos Corp (DBA Schutt Sports) | Kyocera Mita | Mackin Educational Resources | Midwest Technology Products | MNJ | Motz Group - Synthetic Turf | National Business Furniture | Partac Peat Corporation | Pitsco Inc |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| California | 1 | 1 | 0 | | | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Colorado | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Connecticut | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Florida | 1 | 1 | 1 | | | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 1 | 1 |
| Georgia | | | | | | | | | | | | | | | |
| Illinois | | | | | | | | | | | | | | | |
| Indiana | | | | | | | | | | | | | | | |
| Iowa | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Kansas | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Kentucky | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Massachusetts | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Michigan | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Minnesota | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Missouri | | | | | | | | | | | | | | | |
| Montana | | | | | | | | | | | | | | | |
| Nebraska | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| New Jersey | 1 | 1 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 0 |
| New Mexico | | | | | | | | | | | | | | | |
| North Dakota | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Ohio | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Oregon | | | | | | | | | | | | | | | |
| Pennsylvania | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 1 | 1 |
| Texas | | | | | | | | | | | | | | | |
| Virginia | | | | | | | | | | | | | | | |
| Washington | 1 | 1 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 1 |
| West Virginia | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Wisconsin | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 |
| Wyoming | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |

| *States* | *Hellas Construction, Inc - Synthetic Turf* | *Hellas Construction, Inc - Tracks & Courts* | *Hillyard Inc.* | *Hussey Seating Company* | *Kompan Inc* | *Konica Minolta* | *Kranos Corp (DBA Schutt Sports)* | *Kyocera Mita* | *Mackin Educational Resources* | *Midwest Technology Products* | *MNJ* | *Motz Group - Synthetic Turf* | *National Business Furniture* | *Partac Peat Corporation* | *Pitsco Inc* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|

| States | Playcraft Systems Inc | Progressive Services INC | Quill - Instructional Supply Catalog | Quill - Office Supplies Catalog | Romtec Inc | School Health | School Specialty - Furniture | School Specialty - Instructional Supply Catalog | School Specialty - Sports Equipment | Shaw Sports Turf - Synthetic Turf |
|---|---|---|---|---|---|---|---|---|---|---|
| California | | 1 | 1 | 1 | | 0 | 1 | 1 | 1 | 1 |
| Colorado | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Connecticut | 1 | 0 | 1 | 1 | 1 | 0 | 1 | 0 | 0 | 1 |
| Florida | | 1 | 1 | 1 | | 1 | 1 | 1 | 1 | 1 |
| Georgia | | | | | | | | | | |
| Illinois | | | | | | | | | | |
| Indiana | | | | | | | | | | |
| Iowa | 1 | 0 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 0 |
| Kansas | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Kentucky | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Massachusetts | 0 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 0 |
| Michigan | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Minnesota | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 |
| Missouri | | | | | | | | | | |
| Montana | | | | | | | | | | |
| Nebraska | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| New Jersey | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| New Mexico | | | | | | | | | | |
| North Dakota | 1 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 |
| Ohio | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Oregon | | | | | | | | | | |
| Pennsylvania | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 0 |
| Texas | | | | | | | | | | |
| Virginia | | | | | | | | | | |
| Washington | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| West Virginia | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Wisconsin | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Wyoming | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |

| *States* | *Playcraft Systems Inc* | *Progressive Services INC* | *Quill - Instructional Supply Catalog* | *Quill - Office Supplies Catalog* | *Romtec Inc* | *School Health* | *School Specialty - Furniture* | *School Specialty - Instructional Supply Catalog* | *School Specialty - Sports Equipment* | *Shaw Sports Turf - Synthetic Turf* |
|---|---|---|---|---|---|---|---|---|---|---|

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | 2. Name (First) | 2. Name (Last) | AstroTurf | Best Plumbing | BioFit Engineered Products | BLICK Art Materials | Busch Systems International Inc. |
|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Racquel | Landolf | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Tim | Sanger | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Cara | Hart | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Judy | Hall | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Joni | Puffett | No- Not an area we support | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Tina | Smith | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Ann | Burden | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | Joan | Preble | No- Legally can't sign | No- Legally can't sign | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Michelle | Selak | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Melissa | Mattson | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Craig | Peterson | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | Teresa | Gerstacker | No- We have our own contract | No- We have our own contract | No- Other | No- We have our own contract | No- We have our own contract |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Jane | Eastes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Ohio | Elmo | Kallner | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Jeff | Kimball | No- Legally can't sign | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | THOMAS | KIM | No- Other | No- Other | Yes | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | West Virginia | Tinessa | Williamson | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Jane | Wray | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Nita | Werner | Yes | Yes | Yes | Yes | No- Other |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | CDW-G | Daktronics | Dude Solutions Inc | Facility Solutions Group | Field Turf USA - Synthetic Turf | Field Turf USA - Tracks & Courts |
|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | Yes | Yes | No- Other | No- Other |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Yes | Yes | Yes | Yes | No- Not an area we support | No- Not an area we support |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | Yes | No- Legally can't sign | Yes | No- Legally can't sign | No- Legally can't sign | No- Legally can't sign |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | No- Other | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | No- Other | Yes | Yes | No- Other |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | No- We have our own contract | Yes | No- Other | No- We have our own contract | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | Yes | Yes | No- Other |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Yes | Yes | Yes | Yes | No- We have our own contract | No- We have our own contract |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Hellas Construction, Inc - Synthetic Turf | Hellas Construction, Inc - Tracks & Courts | Hillyard Inc. | Hussey Seating Company | Kompan Inc | Konica Minolta |
|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | Yes | In the Process of Signing | | | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | No- Other | No- Other | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | Yes | | | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | No- Not an area we support | No- Not an area we support | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | No- Legally can't sign | No- Legally can't sign | Yes | No- Other | No- Other | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | Yes | No- We have our own contract | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | Yes | Yes | No- We have our own contract | No- We have our own contract | No- Other | Yes |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | No- We have our own contract | Yes | Yes |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | No- Legally can't sign | No- Legally can't sign | No- Other | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | Yes | Yes | No- Other | No- Other | No- Other | Yes |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | In the Process of Signing | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Kranos Corp (DBA Schutt Sports) | Kyocera Mita | Mackin Educational Resources | Midwest Technology Products | MNJ | Motz Group - Synthetic Turf | National Business Furniture |
|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | Yes | Yes | Yes | Yes | No- Other | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | Yes | Yes | No- Other | No- Other | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Yes | Yes | Yes | Yes | Yes | No- Not an area we support | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | Yes | Yes | Yes | Yes | Yes | No- Legally can't sign | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | Yes | Yes | Yes | No- Other | Yes |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | No- We have our own contract | Yes | No- Other | Yes | No- We have our own contract | No- Other | Yes |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | Yes | Yes | No- Other | Yes |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Yes | Yes | Yes | Yes | No- Other | No- Legally can't sign | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | Yes | Yes | Yes | Yes | No- Other | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | No- Other | Yes | Yes | No- Other | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | No- Other | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Partac Peat Corporation | Pitsco Inc | Playcraft Systems Inc | Progressive Services INC | Quill - Instructional Supply Catalog | Quill - Office Supplies Catalog |
|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | Yes | | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | Yes | Yes | No- Other | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Yes | Yes | Yes | No- Other | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | Yes | Yes | No- Other | No- Legally can't sign | Yes | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | No- Other | No- Other | No- Other | No- Other |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | No- We have our own contract | No- Other | No- We have our own contract | No- Other | No- We have our own contract | No- We have our own contract |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | No- Other | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Yes | Yes | Yes | No- Legally can't sign | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | No- Other | Yes | No- Other | Yes | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | No- Other | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Romtec Inc | School Health | School Specialty - Furniture | School Specialty - Instructional Supply Catalog | School Specialty - Sports Equipment | Shaw Sports Turf - Synthetic Turf | SICO America Inc |
|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | | In the Process of Signing | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | No- We have our own contract | Yes | No- Other | No- Other | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Yes | No- We have our own contract | Yes | Yes | Yes | No- Not an area we support | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | No- Other | Yes | Yes | Yes | Yes | No- Legally can't sign | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | No- Other | No- We have our own contract | Yes | No- We have our own contract | No- Other | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | No- We have our own contract | Yes | Yes | Yes | Yes | No- Legally can't sign | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | No- Other | No- Other | No- Other | No- Other | No- Other | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | Yes | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Sports Surfaces Distributing - Hardwood & Synthetic Flooring | State Industrial Products | Techline Sports Lighting | WTI/Tremco | # Signed Contracts | States | |
|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | No- Other | Yes | Yes | 0 | California | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | 0 | Colorado | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | Yes | Yes | Yes | 0 | Connecticut | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | Yes | Yes | 0 | Florida | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | 0 | Georgia | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | 0 | Illinois | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | 0 | Indiana | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | Iowa | No- Not an area we support | Yes | No- Other | Yes | 0 | Iowa | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | 0 | Kansas | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | 0 | Kentucky | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Massachusetts | No- Legally can't sign | Yes | No- Legally can't sign | No- Legally can't sign | 0 | Massachusetts | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | 0 | Michigan | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Minnesota | No- We have our own contract | Yes | Yes | Yes | 0 | Minnesota | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | 0 | Missouri | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | 0 | Montana | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | 0 | Nebraska | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | New Jersey | No- We have our own contract | No- Other | No- Other | Yes | 0 | New Jersey | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | 0 | New Mexico | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | North Dakota | No- We have our own contract | Yes | Yes | Yes | 0 | North Dakota | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | 0 | Ohio | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | 0 | Oregon | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | Pennsylvania | Yes | No- Other | No- Other | Yes | 0 | Pennsylvania | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | 0 | Texas | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | 0 | Virginia | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | Washington | No- Other | No- Other | No- Other | Yes | 0 | Washington | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | 0 | West Virginia | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | Yes | 0 | Wisconsin | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | 0 | Wyoming | 2019 Signed Contracts-Submitted |

# AEPA Inc.

c/o Kathleen Lane, CPS
7520 Montgomery NE, Bldg. E17
Albuquerque, NM 87109
Email: abqlane@aol.com


| BILL TO | INVOICE |
|---|---|

NEBRASKA ESUCC COOPERATIVE PURCHASING

412 W. 14th Ave, Holdrege, NE 68949

DATE 4/8/2020

INVOICE# NE_2019

| PAYMENT DESCRIPTION | SALES | TOTAL |
|---|---|---|
| | | |
| 2019 Member Reported Sales | $4,403,767.45 | |
| | | |
| Sales Assessment @ .00035: | | $1,541.32 |
| | | |
| Fixed Assessment @ $2,500: | | $2,500.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | **TOTAL** | **$4,041.32** |

Thank you for being an active member!

| CONTACT INFO |
|---|
| Craig Peterson<br>craig.peterson@esucc.org<br>308-995-0665 |

# 2020-2023
# SPECIAL BUY AGREEMENT

THIS AGREEMENT is entered into by and between the ESUCC and Sergeant Laboratories, Inc ("Contractor"). Educational Service Unit Coordinating Council (ESUCC) was created in statute to coordinate the activities of Nebraska's 17 Educational Service Units. The Educational Service Unit Coordinating Council was created by LB 603 in 2007 and officially came into existence on July 1, 2008. Cooperative Purchasing is a Project of ESUCC that has been in existence since 1968 with the purpose of providing the Educational Service Unit (ESU) member school districts ("Members") of Nebraska an opportunity to secure the maximum procurement value through cooperative synergies. The Educational Service Unit Coordinating Council (ESUCC) Advisory group serves as the steering committee for new and future cooperative buys statewide under its direction. A chief executive officer coordinates the statewide purchasing agreement between educational service units and their school districts and other serviceable entities. The Director of Cooperative Purchasing manages the program with the guidance of the ESUCC, Advisory Board, and the Fiscal Agent. ESUCC serves 17 ESUs that provide a statewide network of educational opportunities to approximately 245 school districts and more than 300,000 students.

In consideration of mutual covenants, the parties agree as follows:

1. **Scope of the Contract.** The Contractor shall provide Members the opportunity to purchase the goods and/or services as defined in **Exhibit A,** which is attached hereto and incorporated herein by this reference, at the prices set forth in this Agreement and its Exhibits.

2. **Payment Terms/Payment Schedule.** Members shall pay for services rendered and/or for accepted goods on the terms and payment schedule as set forth in **Exhibit B** which is attached hereto and incorporated herein by this reference. Prices listed in Exhibit B shall remain in effect during the term of this Agreement unless agreed otherwise by the parties in writing.

3. **Administrative Fee.** Contractor shall submit to ESUCC as an administrative fee a sum equal to two percent (2%) of the total gross dollar volume, less freight of all goods and services and excluding annual support and maintenance purchased by the ESUCC, ESUs, and Members. This fee will be submitted to ESUCC on a quarterly basis beginning three months from the Effective Date of this Agreement for all transactions completed and paid during said quarter.

**4. Term.** This Agreement is effective on July 1, 2020 ("Effective Date") and shall continue until 12:00 midnight (CST) on June 30, 2023, unless terminated earlier as provided by this Agreement or by law.

**5. Governing Law; Designation of Forum.** This Agreement is governed by and construed in accordance with the laws of the State of Nebraska. Any action to enforce this Agreement must be brought in the state or federal courts of the State of Nebraska. Mandatory and exclusive venue for any disputes shall be in Sarpy County, Nebraska.

**6. Student Privacy Protections.**

A. **Definition of Data.** Data include all Personally Identifiable Information (PII), Member Data, and other non-public information. Data include, but are not limited to, student data, metadata, and user content.

B. **Definition of Member Data.** Member Data includes all PII and other information that is not intentionally made generally available by ESUCC or its Members on public websites or publications, including but not limited to business, administrative and financial data, intellectual property, and student and personnel data and metadata.

C. **Definition of Personally Identifiable Information.** Personally Identifiable Information includes but is not limited to: personal identifiers such as name, address, phone number, date of birth, Social Security number, and student or personnel identification number; "personal information" as used in Neb. Rev. Stat. § 84-712.05 and personally identifiable information contained in student education records as that term is defined in the Family Educational Rights and Privacy Act, 20 USC 1232g.

D. **Definition of User.** User means a participant, instructor, or administrator of ESUCC or its Members who are authorized with login credentials by ESUCC or its Members to use the goods and/or services provided by this Agreement.

E. **Data De-Identification.** Contractor may use deidentified Data for product development, research, or other purposes. De-identified Data will have all direct and indirect personal identifiers removed. This includes, but is not limited to, name, ID numbers, date of birth, demographic information, location information, and school ID. Furthermore, Contractor agrees not to attempt to re-identify deidentified Data and not to transfer de-identified Data to any party unless that party agrees not to attempt reidentification.

F. **Marketing and Advertising.** Contractor will not use any Data to advertise or market to students or their parents. Advertising or marketing may be directed to the ESUCC, Members, or their school districts only if student information is properly de-identified."

G. **Modification of Terms of Service.** Contractor will not change how Data are collected, used, or shared under the terms of this Agreement in any way without

advance notice to and consent from the ESUCC, the Members, and the affected school district(s).

H. **Data Collection.** Contractor will only collect Data necessary to fulfill its duties as outlined in this Agreement.

I. **Data Use.** Contractor will use Data only for the purpose of fulfilling its duties and providing services under this Agreement, and for improving services under this Agreement.

J. **Data Mining.** Contractor is prohibited from mining Data for any purposes other than those agreed to by the parties. Data mining or scanning of user content for the purpose of advertising or marketing to students or their parents is prohibited.

K. **Data Sharing.** Data cannot be shared with any additional parties without prior written consent of the User except as required by law.

L. **Data Transfer or Destruction.** Contractor will ensure that all Data in its possession and in the possession of any subcontractors, or agents to which the Contractor may have transferred Data, are destroyed or transferred to the ESUCC under the direction of the ESUCC when the Data are no longer needed for their specified purpose, at the request of the Member.

M. **Rights and License in and to Data**. Parties agree that all rights, including all intellectual property rights, shall remain the exclusive property of the Member, and Contractor has a limited, nonexclusive license solely for the purpose of performing its obligations as outlined in the Agreement. This Agreement does not give Contractor any rights, implied or otherwise, to Data, content, or intellectual property, except as expressly stated in the Agreement. This includes the right to sell or trade Data.

N. **Access.** Any Data held by Contractor will be made available to a Member upon request by the Member.

O. **Security Controls.** Contractor will store and process Data in accordance with industry best practices. This includes appropriate administrative, physical, and technical safeguards to secure Data from unauthorized access, disclosure, and use. Contractor will conduct periodic risk assessments and remediate any identified security vulnerabilities in a timely manner. Contractor will also have a written incident response plan, to include prompt notification of the Member in the event of a security or privacy incident, as well as best practices for responding to a breach of PII. Contractor agrees to share its incident response plan upon request.

P. **Response to Legal Orders, Demands or Requests for Data.** Except as otherwise expressly prohibited by law, Contractor will:

(1) Promptly notify ESUCC and Members of any subpoenas, warrants, or other legal orders, demands or requests received by Contractor seeking Data;
(2) Consult with ESUCC and Members regarding its response;

(3) Cooperate with ESUCC's and Member's reasonable requests in connection with efforts by them to intervene and quash or modify the legal order, demand or request; and

(4) Upon ESUCC's or a Member's request, provide them with a copy of its response.

**7. Termination.**

A. ESUCC may terminate this Agreement in whole or part if funding from federal, state, or other sources for ESUCC or its Members is not obtained and continued at levels sufficient to allow for purchase of the good and/or services in the indicated quantities or term. ESUCC shall notify the Contractor as soon as practicable if funds to meet ESUCC's or Members' obligations become unavailable. The determination of ESUCC as to the insufficiency of funds is conclusive.

B. Each party may terminate this Agreement if the other party breaches or is in default of any material obligation hereunder which default is incapable of cure, or which, being capable of cure, has not been cured within thirty (30) days after receipt of written notice of such default or such additional cure period as the nondefaulting party may authorize in writing.

C. Each party may terminate this Agreement by written notice if federal or state laws or rules are modified or interpreted in a way that the services are no longer allowable or appropriate for purchase under this contract or are no longer eligible for the funding proposed for payments authorized by this contract.

D. ESUCC may terminate this Agreement, in whole or in part, by written notice to the Contractor and may regard the Contractor in default of this Agreement if the Contractor becomes:

(1) Insolvent;
(2) Makes a general assignment for the benefit of creditors;
(3) Files a voluntary petition of bankruptcy;
(4) Suffers or permits the appointment of a receiver for its business or assets;
(5) Becomes subject to any proceeding under any bankruptcy or insolvency law, whether domestic or foreign; or
(6) Has wound up or liquidated, voluntarily or otherwise.

E. ESUCC may terminate this Agreement, in whole or in part, immediately, without notice, if the Contractor is debarred or suspended from performing services on any public contracts.

F. The parties may terminate this Agreement without cause by mutual written consent or by either party with a minimum of ninety (90) days written notice.

G. Upon the termination for any reason or expiration of this Agreement, the Contractor promptly must return to ESUCC all papers, materials and other property

of ESUCC then in its possession, including but not limited to all work in progress as is appropriate in its then existing form to ESUCC.

**8. Indemnification.**

A. The Contractor hereby waives and agrees to indemnify and save harmless ESUCC and the ESUs and their officials, agents, employees, and volunteers (hereinafter collectively referred to as "Indemnities"), against any and all claims of injuries, death, damage to property, liabilities, judgments, costs and expenses which may otherwise accrue against Indemnities in consequence of the granting of this Agreement or which may otherwise result therefrom.

B. The Contractor shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith.

C. If any judgment shall be rendered against ESUCC or the ESUs in any such action, the Contractor shall, at his or her own expense, satisfy and discharge the same.

D. Any performance bond or insurance protection required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify and save harmless and defend the Indemnities as herein provided.

E. The Contractor's obligation to indemnify and save harmless any Indemnities will survive the expiration or termination of this Agreement by either party for any reason.

**9. Insurance.** Contractor shall secure and keep in force during the term of this Agreement the following insurance coverages from insurance companies or government self-insurance pools authorized to do business in Nebraska:

A. Commercial general liability, including premises or operations, contractual, and products or completed operations coverages (if applicable), with minimum liability limits of $1,000,000 per person and $5,000,000 per occurrence; and

B. If applicable, workers compensation coverage meeting all statutory requirements.

The Contractor shall furnish a certificate of insurance to the undersigned ESUCC representative prior to commencement of this Agreement. Failure to provide insurance as required in this agreement is a material breach of contract entitling ESUCC to terminate this Agreement immediately.

**10. Public Records.** The Contractor acknowledges that ESUCC must comply with Neb. Rev. Stat. § 84-712 through § 84-713 and release public records as defined law upon request, which may include this Agreement and all records created and maintained in relation to this Agreement.

**11. Publicity.** ESUCC does not endorse the goods or services of the Contractor. Except for listing ESUCC as a client during the term of this Agreement, news releases or other publicity concerning this Agreement must not be made by the Contractor without the prior written approval of ESUCC.

**12. Drug/Alcohol/Tobacco/Weapons Free Workplace.** The Contractor and all subcontractors, if any, shall not manufacture, sell, distribute, dispense, possess or use controlled substances or marijuana, as defined by Nebraska law, during the performance of this Agreement while on ESUCC, ESU, or Member premises or at ESUCC, ESU, or Member related functions. The Contractor and all subcontractors, if any, shall not possess any weapon, as defined by Nebraska law and the federal "Drug-Free Schools Act," on ESUCC, ESU, or Member property or at ESUCC, ESU, or Member related functions. The Contractor and all subcontractors, if any, also shall adhere to all ESUCC, ESU, and Member policies and regulations that prohibit the possession, distribution, sale, dispensation, or use of any alcohol or tobacco products while on ESUCC, ESU, or Member premises or at ESUCC, ESU, or Member related functions. Failure to comply with this provision may be considered a material breach. ESUCC may suspend or terminate the Contractor, subcontractor, or both if it violates these laws, regulations, or policies or this provision.

**13. Nondiscrimination.** The Contractor and all subcontractors, if any, shall not discriminate against any employee or applicant who is to be employed for performance of this Agreement with respect to his or her hire, tenure, terms, conditions, or privileges of employment, because of his race, color, religion, sex, disability, or national origin.

**14. Independent Contractor.** Contractor is an independent contractor under this contract and is not an ESUCC, ESU, or Member employee for any purpose. The Contractor retains sole and absolute discretion in the manner and means of carrying out Contractor's activities and responsibilities under this Agreement, except to the extent specified in this Agreement.

**15. Employment Eligibility Verification.** The Contractor shall use a federal immigration verification system to determine the work eligibility status of employees hired on or after October 1, 2009 and who are physically performing services within the State of Nebraska. If the Contractor employs or contracts with any subcontractor in connection with this Agreement, the Contractor shall include a provision in the contract requiring the subcontractor to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

**16. Taxpayer Identification.** Contractor's federal employer identification number is: 39-1952680

**17. Sales Tax.** ESUCC, ESUs, and Members are exempt from sales tax and shall not pay any sales tax under this Agreement. ESUCC, ESUs and/or Members will provide the Contractor with applicable sales tax exemption certificates upon written request.

**18. Notice.** Each party giving any Notice ("Notice") under this Agreement must give written Notice by personal delivery, registered or certified Mail (in each case, return receipt requested and postage prepaid), or nationally recognized overnight courier (with all fees prepaid.) Notice shall be sent to the following addressees at the following addresses:

Cooperative: ESUCC
Attn: Kraig Lofquist
6949 South 110th Street
LaVista, NE 68128

With copy to:

ESUCC Cooperative Purchasing
Attn: Craig Peterson
PO Box 858
412 W. 14th Ave
Holdrege, NE 68949

Contractor: Sergeant Laboratories, Inc
200 Mason St #15
Onalaska, WI 54650

Notice is effective only if the party giving the Notice has complied with this section.

**19. Warranties and Specifications**. Contractor shall be responsible for providing to Members all manufacturer warranties on all goods and services. Contractor shall provide Members with all attachments normally supplied by the manufacturer and/or supplier. Complete product specification sheets or brochures must be provided to Members, ESUs, or ESUCC upon request.

**20. Entire Agreement.** The Agreement is the complete and exclusive expression of the parties' agreement on the matters contained in this Agreement. All prior and contemporaneous negotiations and agreements between the parties on the matters contained in this Agreement are expressly merged into and superseded by this Agreement.

**21. Amendments and Modifications.** The parties may amend or modify this Agreement only by a signed, written agreement by both parties that identifies itself as an amendment or modification to this Agreement. No other alternations in the terms of this agreement shall be valid or binding.

**22. Waivers.** The parties may waive any provision in this Agreement only by a writing executed by the party or parties against whom the waiver is sought to be enforced. No failure or delay: (1) In exercising any right or remedy, **or** (2) In requiring the satisfaction of any condition under this Agreement, **and** (3) No act, omission, or course of dealing between the parties operates as a waiver or estoppel of any right, remedy or condition. A waiver made in writing on one occasion is effective only in

that instance and only for the purpose stated. A waiver once given is not to be construed as a waiver on any future occasion or against any other Person.

**23. Severability.** If any provision of this Agreement is determined to be unenforceable, the remaining provisions of this Agreement remain in full force, if the essential terms and conditions of this Agreement for each party remain enforceable.

**24. Counterparts.** The parties may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all of the parties need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or other electronic means is as effective as executing and delivering this Agreement in the presence of the other parties to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each party to the other parties. In proving this Agreement, a party must produce or account only for the executed counterpart of the party to be charged.

**25. Force Majeure.** Neither party shall be liable for any loss or damage suffered by the other party, directly or indirectly, as a result of the non performing party's failure to perform, or delay in performing, any of its obligations contained in this contract (except any obligations to make payments for services rendered or accepted goods received before the failure to perform or the delay in performance), where, in the opinion of ESUCC, such failure or delay is cause by circumstances beyond the non performing party's control or which make performance commercially impracticable, including but not limited to fire, flood, storm or other natural disaster, explosion, accident, war, riot, civil disorder, government regulations or restrictions of any kind or any acts of any government, alien enemy, judicial action, power failure, acts of God, or other natural circumstances. This Force Majeure provision excludes economic hardship, changes in market conditions, and insufficiency of funds on the part of Contractor.

**26. Assignment.** This Agreement binds the parties and their respective successors and assignees. The Contractor shall not assign or otherwise dispose of this Agreement or any duty, right, or responsibility contemplated in this Agreement to any other person without the previous written consent of ESUCC.

**27. Subcontractors.** The Contractor shall not subcontract services or any part of this Agreement without the prior written consent of ESUCC.

**28. Captions.** The descriptive headings of the Articles, Sections and subsections of this Agreement are for convenience only, do not constitute a part of this Agreement, and do not affect this Agreement's construction or interpretation.

**29. Rights and Remedies Cumulative.** Any enumeration of ESUCC's rights and remedies set forth in this Agreement is not exhaustive. ESUCC's exercise of any right or remedy under this Agreement does not preclude the exercise of any other right or remedy. All of the ESUCC's rights and remedies are cumulative and are in addition to any other right or remedy set forth in this Agreement, any other agreement

between the parties, or which may now or subsequently exist at law or in equity, by statute or otherwise.

**30. Relationship Among Parties.** This Agreement creates no relationship of joint venture, partnership, limited partnership, agency, or employer- employee between the parties, and the parties acknowledge that no other facts or relations exist that would create any such relationship between them. Neither party has any right or authority to assume or to create any obligation or responsibility on behalf of the other party except as my from time to time be provided by written instrument signed by both parties.

**31. Rules of Construction.** The parties hereto have each been represented by counsel, or had the opportunity to be represented, during the negotiation and execution of this Agreement, and therefore waive application of any law or rule of construction providing that ambiguities in the contract will be construed against the party drafting such contract.

**32. Piggyback Clause.** For the term of the Agreement and any mutually agreed extensions, other public agencies may purchase, lease-purchase, or rent the identical item(s) at the same price and upon the same terms and conditions as provided in this Agreement. The term "public agencies" means any county, city, village, school district, or agency of any state government or of the United States; any drainage district, sanitary and improvement district, or other municipal corporation or political subdivision of Nebraska; and any political subdivision of another state.

**33. Attachments.** Attachments to this Agreement include the following:

Exhibit A – Scope of Services to be provided to ESUCC and Members
Exhibit B – Payment Terms & Schedule
Exhibit C – Vendor Software License Agreement

IN WITNESS WHEREOF the parties have executed this Agreement on the last date written below.

| **ESUCC** | **CONTRACTOR** |
|---|---|
| By: _____ | By: _____ |
| Name: Kraig Lofquist | Name Matt Vande Slunt |
| Title: Executive Director | Title: Operations |
| Date: _____ | Date: _____ |

# EXHIBIT "A"

## SCOPE OF GOODS OR SERVICES TO BE PROVIDED TO MEMBERS

AristotleK12 is a Unified Digital Integration Platform that combines classroom management, student analytics, asset & utilization reporting and student centric filtering. For over 20 years, AristotleK12 has worked with educators to create teachable moments in the classroom.

AristotleK12 works simultaneously across Windows and Chromebook devices in a solution revolutionizing instructional technology. AristotleK12 capabilities extend beyond classroom management features to provide a unified platform for educators to spend more time teaching and less time behind a screen.

AristotleK12 includes the following services:

- Automatically receive alerts for student behavior
- Monitor Google Hangouts and other communication outlets in G-Suite
- Generate class summary reports
- Set alerts for inappropriate searches for student's safety
- Track devices that go missing
- Integrate data from Infinite Campus SIS (or any OneRoster compatible information system) along with other class sync options such as Google Classroom to setup groups and classes.
- Recognize student devices by student username
- Rearrange student screens on educator dashboard
- Set filtering criteria for groups of students
- Filter YouTube by channel, category, keyword, or video

AristotleK12 enables the following for educators:

- Send a message to all students or groups/individual students
- View all student screens in real-time
- Open/Close applications and push out web links to all student devices
- Blank student screens with an optional message to redirect attention away from devices
- Share educator screens with all students or groups/individual students
- Share student screens with all studentsor groups/individual students
- Enable classroom educator to enforce a secure testing environment by locking devices into a specified testing site
- Enable classroom educator to limit browser tabs on student devices
- Enable classroom educator to lock a student device onto a specified application
- Close videos running in the background of student devices
- Force student devices to join a classroom and release devices when classes end
- Enable classroom educator to allow and restrict website access through customizable filters for all students or groups/individual students from their classroom
- Analyze what assets are being used to justify district spending
- See how assets are being used, by who and how often
- Receive automatic reports for student behavior
- View student activity historically

AristotleK12 has integrated new intuitive features into Borderless Classroom enabling educators to manage their classes how they choose and keep their students safe. Educators have the ability to:

- Share live video with students
- Utilize audio capabilities to teach a lesson
- Share their screen with a class
- Have 1:1 check-ins with students during class

**EXHIBIT "B"**

**1. Contractor's Pricing**

Contractor's Pricing Model under this Agreement is:

| Device Count | Retail | Contract price is 13% off retail |
|---|---|---|
| 100 | $1,888.89 | $1,643.33 |
| 200 | $3,555.56 | $3,093.34 |
| 300 | $5,000.00 | $4,350.00 |
| 400 | $6,222.22 | $5,413.33 |
| 500 | $7,264.99 | $6,320.54 |
| 1,000 | $10,783.37 | $9,381.53 |
| 2,000 | $15,249.98 | $13,267.48 |
| 3,000 | $18,677.34 | $16,249.29 |
| 4,000 | $21,566.73 | $18,763.06 |
| 5,000 | $24,112.34 | $20,977.74 |
| 6,000 | $26,413.75 | $22,979.96 |
| 7,000 | $28,530.11 | $24,821.20 |
| 8,000 | $30,499.97 | $26,534.97 |
| 9,000 | $32,350.10 | $28,144.59 |
| 10,000 | $34,100.00 | $29,667.00 |

Note: Call for specific quotes or site licensing.

**2. Payment Terms/ Payment Schedule**

A. Members will pay Contractor for all undisputed amounts for the goods and/or services identified in Exhibit A and provided by Contractor under this Agreement within thirty (30) days of receipt of invoice, provided that goods/services have been accepted by the Member as hereinafter provided.

B. The procedure for billing and payment for services or products and deliverables shall be as specified in this exhibit.

**3. <u>Acceptance of Services or Products</u>:**

A. The Contractor shall deliver any goods, perform any services or both in accordance with the schedule set forth in any RFP, RFQ, the time specified in a purchase order issued by ESUCC, ESU, or Member, or this Agreement (whichever is later).

B. Unless otherwise agreed to by the parties, the Contractor shall provide written

notification of completion of any deliveries, or performances of services or both, to the Member ("Delivery Notice").

C. Members shall have forty-five (45) days from the date of receipt of the Delivery Notice to provide the Contractor with written notification of acceptance or rejection due to unsatisfactory performance or nonconforming goods.
D. If the Member issues a rejection notice, the Contractor shall as quickly as is practicable, correct or replace all deficiencies at its expense. ESUCC shall not unreasonably withhold or delay its acceptance or rejection.

## 4. Title and Risk of Loss:

A. Title and risk of loss for goods shall remain with the Contractor until goods are accepted by the Member, ESU, or ESUCC.
B. Insurance during shipment and until the goods are accepted by ESUCC, ESU, or Member is the responsibility of the Contractor.

SERGEANT
LABORATORIES, INC.

200 MASON ST
ONALASKA, WI 54650
(608) 788-9143

**EXHIBIT "C"**

**SOFTWARE LICENSE AGREEMENT**

# PRODUCT LICENSE AND SUPPORT SERVICES AGREEMENT

SERGEANT LABORATORIES, INC. ("Licensor") and the party named in the signature box below as "Licensee" agree that from the Effective Date of this document, the terms and conditions as stated on this Cover Page and expressed herein constitute an agreement ("Agreement") between Licensor and Licensee for the use of the Products and/or provision of Support Services as itemized below. The charges quoted herein and the terms and conditions of this Agreement supersede any previous offers for the Products and/or Support Services stated below and the terms and conditions of any purchase order or previous license between Licensee and Licensor.

**LICENSOR:**
Sergeant Laboratories, Inc.
200 Mason Street
Suite #15
Onalaska, WI 54650

P: (608)788-9143 F: (608)788-9662

**LICENSEE:**

Company
Name
Phone

**BILLING ADDRESS:**

**AUTHORIZED SITE(S):**

| Product Name | Product Version No. | Computer System *(Serial Number)* | No. of users, CPUs, seats and/or Servers | License Fee | Initial License Term | Service Charge (Initial License Term) |
|---|---|---|---|---|---|---|
| AristotleK12™ Appliance ("the Product") | 7.4 | SGTXXXXXX-XX | 1 | - | 7/1/16 to 7/1/17 | - |
| AristotleK12™ Universal Agent ("the Software") | 7.4 | | - | - | 7/1/16 to 7/1/17 | - |
| | | | **Sub-Total** | $ | **Sub-Total** | - |
| | | | | | **Tax** | $ |
| | | | | | **Total** | **$** |

| | |
|---|---|
| Customer acknowledges Product and Software reports provide extensive data analysis including but not limited to forensic level, keystroke data collection which may be disabled. The Product and Software are configured with keystroke data collection enabled by default. Keystroke data collection will be disabled by Licensor if the box below is checked:<br><br>Initial here: _____<br>☐ Disable keystroke collection. | |
| I have read the Agreement in its entirety and have had the opportunity to ask questions of and receive answers from Licensor's authorized representative for the Product and Software and the offer expressed herein is accepted on the terms and conditions specified in the Agreement.<br><br>LICENSEE:<br><br>Signature:<br><br>Name:<br><br>Title:<br><br>Date:<br><br>Licensee's Order Number (for administrative purposes only).<br><br>PO#: XXXX<br>System Serial Number: SGTXXXXXX-XX | **LICENSOR: SERGEANT LABORATORIES, INC.**<br><br>Signature:<br><br>Name:<br><br>Title:<br><br>Date: |

## ARTICLE I: RECITALS AND DEFINITIONS

Section 1.01 – Cover Page: The information included in the Cover Page is true and correct and is part of this Agreement.

Section 1.02 -- Definitions: The following definitions shall apply:

(1) Access: The term "access" and variants thereof shall mean to connect to, store data in, retrieve data from or otherwise approach or make use of (directly or indirectly) through electronic means or otherwise the Product.

(2) Cancellation Notice: The term "Cancellation Notice" shall mean that written notice sent by Licensor to Licensee to the effect that this Agreement is terminated because of breach by Licensee.

(3) Confidential Information: The term "Confidential Information" shall mean: (a) pricing or information concerning any Licensor products or services; (b) trade secrets and other proprietary rights of Licensor; (c) any business, marketing or technical information that is confidential or proprietary to Licensor.

(4) Computer: The term "Computer" shall mean that certain computer system as described in the Cover Page and/or Schedule A (or as specified during user registration if this Agreement is being displayed and accepted electronically) which is attached hereto or displayed above to the Licensee and by this reference incorporated herein.

(5) Defect Notice: The term "Defect Notice" shall mean that certain written notice from Licensee to Licensor identifying, in reasonable detail, one or more discrepancies between the actual performance of the Product and the performance of the Product described in the Documentation.

(6) Documentation: The term "Documentation" shall mean the Product user guides and user manuals that are made generally available to the public including all such updates thereto.

(7) Effective Date: The term "Effective Date" shall mean the date this Agreement is signed or electronically accepted by Licensor.

(8) License Fee: The term "License Fee" shall mean that certain amount identified on the Cover Page, in the column headed License Fee.

(9) License Term: The term "License Term" shall mean a period of time starting with the Effective Date and continuing until terminated under the terms and conditions of this Agreement.

(10) Product: The term "Product" shall mean that product identified as "the Product" on the Cover Page, including Updates that are made generally available to Licensee by Licensor as specified in this Agreement.

(11) Product Problem: The term "Product Problem" shall refer to those instances where a Product is not functioning according to the specifications in the Documentation.

(12) Renewal Term: The term "Renewal Term" shall mean any period of time that this Agreement is renewed after the Initial License Term.

(13) Remote Access: The term "Remote Access" shall mean telecommunications access to the Product using a modem or any access deemed to be remote access by industry standards.

(14) Software: The term "Software" shall that product identified as "the Software" on the Cover Page, including all of the contents of the electronic files, whether on disk(s), CD-ROM(s) or other media, provided by Licensor under this Agreement.

(15) Updates: The term "Update" shall mean: (a) any upgrades, modified versions, updates, additions, replacements and copies of the Software (current release only), if any, provided to Licensee by Licensor for the sole purpose of maintenance, error correction, or debugging of the Software, or (b) any upgrades, modified versions, replacements or additions to the Secure Data Vault Server (current model only), if any, provided to you by the Licensor for the sole purpose of maintenance, error correction, or debugging of the Product.

(16) Unauthorized Access: The term "Unauthorized Access" shall mean any access to the Product or Documentation except for the exclusive purposes of: (a) use pursuant to the terms and conditions of this Agreement; (b) internally demonstrating the performance, utility and functions of the Product for the sole purpose of use pursuant to the terms and conditions of this Agreement; or (c) training employees of Licensee in the use of the Product pursuant to the terms and conditions of this Agreement.

(17) Unauthorized User: The term "Unauthorized User" shall mean any individual who accesses the Product or Documentation except for employees authorized by Licensee to access the Product or Documentation for the exclusive purposes as set forth in Section 1.02 (16).

## ARTICLE II: SCOPE OF LICENSE

Section 2.01 -- Grant of Limited License: Licensor hereby grants to Licensee a non-exclusive, non-transferable, and personal license to use the Software on the Product or other Computer of Licensee, and to use the Documentation, for the License Term only in accordance with the terms and conditions of this Agreement. The foregoing grant of license excludes the right to modify all or any portion of the Software or the Product, or any Documentation, or to create any derivative works thereof, except as expressly authorized by Licensor in writing in advance. The use by Licensee of such modification or derivative work shall be subject to the terms of this Agreement, including all license restrictions set forth in this Article II, unless otherwise expressly agreed by Licensor in writing.

Section 2.02 -- Risk of Loss: Licensee assumes risk of loss to the Product as of the time of shipment and/or downloading of the Product by Licensor.

Section 2.03 -- Authorized Use: Licensee shall prevent Unauthorized Access to the Software and the Product, and shall prevent Unauthorized Users from Accessing the Software and the Product.

Section 2.04 – Other Use Restrictions: Licensee shall use the Software and the Product only in accordance with the Documentation and only on the Computer at the Authorized Site(s) of Licensee as specified in the Cover Page and/or Schedule A of this Agreement (or as specified during user

registration if this Agreement is being displayed and accepted electronically.) Excepting access by Licensor, Licensee shall prevent Remote Access. The Software and the Product may not be sublicensed or relicensed by Licensee nor be deployed or distributed to, or for the benefit of, any third party, including consultants, and may only be used for the internal business purposes of Licensee as specified in this Agreement. Licensee agrees not to sublicense, relicense, rent, assign, loan, lease or use the Software or the Product to provide service bureau, ASP, commercial time-sharing, or similar services to third parties, including consultants, or for any other activities or purposes not expressly authorized in this Agreement without the express, prior written consent of Licensor in each instance. Other than pursuant to a regularly scheduled and followed backup policy applicable to substantially all software licensed by Licensee, Licensee may make no more than one copy of the Software for back-up purposes in support of the use of the Product. Use of the Product is restricted to the number of users, CPUs, seats and/or servers and computer system and machine class, if applicable, for which License Fees have been paid, as specified in the Cover Page and/or in Schedule A (or as specified during user registration if this Agreement is being displayed and accepted electronically.).

Section 2.05 – Compliance Verification: At least once every calendar year and, absent reasonable suspicion of breach of this Agreement, no more than twice in one calendar year, Licensor shall be entitled, after giving Licensee at least five (5) days' notice and subject to Licensee's reasonable requirements relative to safety and security, to audit and inspect Licensee's records and facilities as is reasonably necessary for Licensor to ensure compliance with the provisions of this Agreement. Notwithstanding the foregoing, if Licensor reasonably suspects that Licensee has breached this Agreement, Licensor may audit Licensee's Product-related activities with one (1) day's notice. Licensee shall maintain complete and accurate records, available on request to Licensor, indicating the location(s) where each Product has been installed and, as applicable, the Computer/computer system and the number of users, CPUs, seats, and servers for each Product. If Licensee's non-compliance with this Agreement has resulted in a loss that is equal to or greater than five percent (5%) of the License Fee paid to date for that year or is otherwise reasonably determined to be a material breach of the terms and conditions of this Agreement, Licensee shall reimburse Licensor in full for the cost of such audit in addition to paying any other fees, costs, or damages associated with the non-compliance or breach.

Section 2.06 – Documentation Use: Documentation may be used only in support of authorized use of the Software and the Product as specified in this Agreement.

Section 2.07 – Services: Unless otherwise defined in a separate Extended Service Agreement or Product Maintenance Agreement, Support Services provided by Licensor to Licensee shall consist of technical phone support or e-mail support, at Licensor's discretion, offered for the duration of the Initial License Term only, related to: (a) installation, site preparation and planning; (b) user operation; and (c) Updates. The Initial License Term shall be 12 months beginning on the Effective Date as indicated on the Cover Page. Licensor agrees to provide Support Services specified in this Agreement on the Effective Date for the Initial License Term, using commercially reasonable efforts in doing so. The non-refundable Service Charge must be paid in accordance with the terms of this Agreement in order for Licensee to be entitled to the Support Services for the Initial License Term. Licensor has no obligation to provide Support Services or any other services for: (i) altered or modified Software or Products; (ii) third party software or applications being used in conjunction with the Software or Products; (iii) Product Problems or other such problems which arise as a result of Licensee's negligence or fault, or from malfunctions of Licensee's hardware or its operating systems; (iv) Product Problems or other such problems which result from changes to the operating environment which make it incompatible with the operating environment for which the Software or Product was originally provided, including without limitation, additions or changes to hardware, operating systems, compilers, or co-resident software; nor has Licensor any obligation to assist Licensee to develop or debug applications which use the Software or Product. At any given time, Licensor shall provide Support Services for the then-current, general-release version of the Software and Product, and the immediately preceding general release version of such Software and Product, but only for a period of six (6) months following the general release of the then-current version of the Software and Product. In all cases, Licensor shall provide Support Services only during the Initial License Term and any Renewal Term.

Section 2.08 – Renewal: If, at least thirty (30) days before the end of the Initial License Term or any subsequent Renewal Term, Licensee does not notify, in writing, Licensor that Licensee will not renew this Agreement, then this Agreement shall be deemed automatically renewed by Licensee for an additional one year Renewal Term, which will include the right to Support Services. License Fees for such Renewal Term will be billed and must be paid in accordance with the terms and conditions of this Agreement. With regards to renewal of this Agreement, the License Fee is subject to reasonable increase at the sole discretion of Licensor. Licensee is entitled to receive Updates during the Initial License Term or any subsequent Renewal Term of this Agreement.

## ARTICLE III: PAYMENT

Section 3.01 -- Fees: Licensee shall promptly pay the License Fee and Initial Service Charge within thirty (30) days of delivery of the Product. Additional Service Charges, costs, and fees for any services beyond those described in Section 2.07 will be charged for and invoiced separately at Licensor's discretion.

Section 3.02 -- Costs: Licensee shall pay all direct costs incurred by Licensor in providing Support Services or any other services pursuant to this Agreement. Such direct costs shall include (without limitation) postage, shipping, media charges, telephone, travel, material and reproduction costs.

Section 3.03 -- Invoicing and Payment: Licensor shall invoice Licensee monthly for any costs incurred by Licensor in providing Support Services or any other services under this Agreement or for any balance due on the License Fee. Upon request of Licensee, such invoices shall be accompanied by receipts evidencing such costs. Licensee shall pay any such invoice in full within thirty (30) days of receipt, or in the case of overdue License Fees or other overdue balances, within ten (10) days of receipt of the invoice. Any amounts payable by

Licensee hereunder that remain unpaid after the due date shall be subject to a late charge equal to the lesser of the maximum amount permissible by law or 1.5% per month from the due date until such amount is paid.

Section 3.04 -- Taxes: Licensee shall pay any and all applicable taxes, including without limitation, if applicable, sales, use, property, value added or other taxes based on licenses granted or services provided, excluding taxes on Licensor's net income.

## ARTICLE IV -- TERMINATION

Section 4.01 -- Termination Limitations: This Agreement may only be terminated as provided under this Article IV.

Section 4.02 -- Term: The grant of license rights under this Agreement shall be valid only for the License Term.

Section 4.03 -- Termination: Licensee may terminate this Agreement for convenience with no less than ten days written notice of termination to Licensor. Termination of this Agreement shall not limit either party from pursuing other remedies available to it, including injunctive relief, nor shall such termination relieve Licensee of any obligation that has accrued or is otherwise owed by Licensee.

Section 4.04 -- Cancellation for Cause: If Licensee violates its obligations under this Agreement, Licensor may cancel the Agreement by sending a Cancellation Notice describing the noncompliance to the Licensee. Upon receiving a Cancellation Notice, the Licensee shall have ten (10) days from the date of such notice to cure any such noncompliance. If such noncompliance is not cured within the required ten (10) day period, Licensor shall have the right to cancel this Agreement, effective upon written notice, as of the eleventh day after the date of the Cancellation Notice.

Section 4.05 – Effect of Termination/Actions Upon Termination: Upon termination or cancellation of this Agreement: (i) all rights of Licensee hereunder will terminate, in which event all license rights shall also cease and the Products and Documentation and all copies thereof shall be returned to Licensor or destroyed, as directed by Licensor; (ii) all amounts due to Licensor hereunder will become immediately due and payable; and (iii) the following provisions will survive termination of this Agreement: Section 2.05, Sections 3.01 – 3.04, Sections 4.01 - 4.05, Section 5.02, Section 5.05, Sections 6.01 - 6.05, and Sections 7.01 – 7.15.

## ARTICLE V: WARRANTY

Section 5.01 – Representations and Warranties: Licensor represents and warrants that for the first ninety (90) days after shipment, the Products will substantially conform in material functional respects to the applicable Documentation.

Section 5.02 – LIMITED WARRANTY: Except for the limited warranty specified above, LICENSOR AND ITS SUPPLIERS DO NOT AND CANNOT WARRANT THE PERFORMANCE OR RESULTS LICENSEE MAY OBTAIN BY USING THE PRODUCT OR DOCUMENTATION. EXCEPT AS EXPRESSLY SET FORTH IN SECTION 5.01 AND EXCEPT FOR ANY WARRANTY, CONDITION, REPRESENTATION OR TERM TO THE EXTENT TO WHICH THE SAME CANNOT OR MAY NOT BE EXCLUDED OR LIMITED BY LAW APPLICABLE TO LICENSEE IN LICENSEE'S JURISDICTION, LICENSOR AND ITS SUPPLIERS HEREBY EXPRESSLY DISCLAIM ANY AND ALL WARRANTIES, CONDITIONS, REPRESENTATIONS, GUARANTEES OR TERMS (EXPRESS OR IMPLIED WHETHER BY STATUTE, COMMON LAW, CUSTOM, USAGE OR OTHERWISE) AS TO ANY MATTER INCLUDING WITHOUT LIMITATION THE WARRANTIES OF MERCHANTABILITY, INTEGRATION, SATISFACTORY QUALITY, FITNESS FOR ANY PARTICULAR PURPOSE, OR NON-INFRINGEMENT OF ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

Section 5.03 – Defect Notice: Any Defect Notice must be received by Licensor within thirty (30) days after delivery of the Product. Upon receiving a Defect Notice from Licensee, Licensor shall review the asserted discrepancy to determine if the discrepancy is valid. If, in the reasonable professional judgment of Licensor the discrepancy is valid, Licensor's only obligation shall be, in the Licensor's sole discretion, to correct the discrepancy, using commercially reasonable efforts to do so, or to refund the portion of the License Fee appropriate to the particular defect in question. If, in the reasonable professional judgment of Licensor, such discrepancy is not valid, Licensor shall submit to Licensee a written explanation of the reasons why such asserted discrepancy is not valid. The written explanation of Licensor set forth herein shall be deemed accepted by Licensee within ten (10) days after Licensee's receipt of the written explanation.

Section 5.04 – Licensor's Indemnity: Licensor shall indemnify and defend Licensee from and against any loss, cost, damage or expense actually incurred by or awarded against Licensee arising from any claim by a third party that any Product infringes any U.S. patent, trademark, copyright or trade secret of such third party, provided that: (i) Licensee promptly gives written notice of such claim, loss, expense, or action (or if Licensee has reason to know of a claim, promptly gives written notice of the circumstances from which such claim, loss, expense, or action may arise); (ii) Licensee provides all reasonably required assistance to Licensor or Licensor's agents in the defense of such claim, loss, expense, or action and gives Licensor sole authority to settle or defend the claim; (iii) the infringement does not result from the combination of the Software or Product with any product not supplied by Licensor for use with the Software or Product; (iv) the infringement does not result from any modification of the Software or Product (other than by Licensor), or any use of the Software or Product other than as specified in the applicable Documentation; and (v) the infringement would not have been avoided if Licensee had implemented any new version or changes to the use or configuration of the Software or Product made available or recommended by Licensor. In the defense or settlement of any such claim, Licensor may, in its sole discretion: (i) replace or modify the Software or Product at issue so that its use is non-infringing; (ii) procure for Licensee the right to continue to use the Software or Product at issue; or (iii) terminate the licenses granted hereunder with respect to the Software or Product (or portion thereof) that is infringing and grant Licensee a credit or refund for the Software Product (or portion thereof) that is infringing.

Section 5.05 -- Limitation of Damages: IN NO EVENT WILL LICENSOR OR ITS SUPPLIERS OR ITS AFFILIATES OR AGENTS BE LIABLE TO LICENSEE FOR ANY OTHER DAMAGES, CLAIMS OR COSTS WHATSOEVER OR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL DAMAGES, OR ANY LOST PROFITS OR LOST

SAVINGS, EVEN IF A LICENSOR REPRESENTATIVE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS, DAMAGES, CLAIMS OR COSTS OR FOR ANY CLAIM BY ANY THIRD PARTY. THE FOREGOING LIMITATIONS AND EXCLUSIONS APPLY TO THE EXTENT PERMITTED BY APPLICABLE LAW IN LICENSEE'S JURISDICTION. LICENSOR'S AGGREGATE LIABILITY AND THAT OF ITS SUPPLIERS, AFFILIATES AND AGENTS UNDER OR IN CONNECTION WITH THIS AGREEMENT SHALL BE LIMITED TO THE AMOUNT ACTUALLY PAID FOR THE PRODUCT, IF ANY. In all cases, Licensor shall not be liable for any failure to perform its obligations under this Agreement because of circumstances beyond the control of Licensor, which such circumstances shall include (without limitation) natural disaster, terrorism, labor disputes, war, declarations of governments, transportation delays, failure of Licensee's Computer or other hardware or systems, telecommunications failure and misuse of the Software, Product or Documentation by Licensee. Licensor is acting on behalf of its suppliers, affiliates and agents for the purpose of disclaiming, excluding and/or limiting obligations, warranties and liability as provided in this Agreement, but in no other respects and for no other purpose. Any claims under this Agreement, including claims arising out of Licensee's rights under Section 5.04, must be brought within one year of the date on which Licensee became aware or should have become aware of the facts giving rise to such claim. Failure to bring such claims within the specified period shall result in a complete waiver of Licensee's rights as regards such claims under this Agreement or otherwise

## ARTICLE VI: INTELLECTUAL PROPERTY

Section 6.01 -- Ownership and Title: Except for the limited license granted herein, all right, title, and interest throughout the world in and to (i) the Software, Product and Documentation and (ii) any modifications to or derivative works of all or any part of the Software, Product or any Documentation created by or on behalf of Licensee ("Licensee Enhancements") including rights to patents, copyrights, trademarks and trade secrets therein, shall be and remain the exclusive property of Licensor. The source code of the Product, as well as the structure and organization of the source code, and the Documentation, are the valuable trade secrets and Confidential Information of Licensor. The Software, the Product, and certain components of the Product and Documentation, are protected by copyright, including the United States Copyright Act, international treaty provisions and applicable laws in the jurisdictions in which it is being used. Licensee shall not remove or alter any copyright notices, proprietary legends, or any other similar notices affixed by Licensor to the Software, Product or Documentation, and Licensee shall ensure that all such notices will be affixed and clearly visible on any copies or duplicates of the Software, Product or Documentation which Licensee may be authorized to produce pursuant to this Agreement. With respect to any Licensee Enhancements, Licensee agrees and acknowledges that all right, title, and interest throughout the world in and to such Licensee Enhancements shall irrevocably and unconditionally vest in Licensor as an original matter as a "work made for hire" under the U.S. Copyright Act. In the event that any Licensee Enhancement does not qualify as a "work made for hire" as a matter of law, Licensee hereby irrevocably and unconditionally agrees to assign and assigns all right, title and interest throughout the world in and to such Licensee Enhancements to Licensor and agrees to execute any and all documents and take any and all further actions required to confirm and perfect such assignment, at Licensor's request.

Section 6.02 -- Reverse Engineering: Reverse engineering, disassembly, decompilation and other source code derivation of the Software or the Product are strictly prohibited.

Section 6.03 -- Confidentiality: Licensee hereby acknowledges that the Software, the Product, the Documentation, and related disclosures, include information that is Confidential Information of Licensor. Licensee hereby agrees not to disclose such information except to persons and organizations expressly authorized in writing by Licensor to receive such information. The foregoing does not apply to information: (i) rightfully known by Licensee prior to receipt; or (ii) which becomes public knowledge by acts other than those of the parties after receiving such information; or (iii) is independently developed by Licensee without a breach of obligations hereunder; or (iv) is rightfully received by Licensee from a third party without restriction and without breach of this Agreement.

Section 6.04 -- Copies: Except as expressly authorized in this Agreement, Licensee shall not copy the Software, Product or Documentation and shall not allow the Software, Product or Documentation to be copied without the prior written consent of Licensor.

Section 6.05 -- Indemnification: To the extent permitted by law, Licensee shall defend, indemnify and hold harmless Licensor against any damages or liability arising from use of the Software, Product or Documentation by Licensee and/or any breach by Licensee of this Agreement

## ARTICLE VII: MISCELLANEOUS

Section 7.01 -- Assignments: Licensee may not assign or otherwise transfer this Agreement or any right hereunder, including by operation of law, without the prior written consent of Licensor. Any purported assignment in violation of this Section 7.01 shall be void and without effect.

Section 7.02 -- Entire Agreement: This Agreement expresses the entire understanding of the parties and supersedes previous verbal and written agreements between the parties concerning licensing of the Product. Licensee hereby acknowledges that the Documentation shall in no way lessen Licensee's obligations to Licensor under this Agreement or broaden Licensee's rights under this Agreement.

Section 7.03 -- Equitable Remedies: Licensee hereby acknowledges that damages at law may be an inadequate remedy for Licensee's breach of this Agreement. Therefore, Licensor shall have the right to seek specific performance, injunction or other equitable remedy in the event of a breach of this Agreement by Licensee, without necessity of posting a bond or other security thereof.

Section 7.04 -- Amendments and Modifications: Waivers, alterations, modifications or amendments of a provision of this Agreement shall not be binding unless such waiver, alteration, modification or amendment is in writing and signed by the party to be bound.

Section 7.05 -- Severability: If any provision of this Agreement is rendered invalid, the remaining provisions shall remain in full force and effect.

Section 7.06 -- Captions: The headings and captions of this Agreement are inserted for convenience of reference and do not define, limit or describe the scope or intent of this Agreement or any particular section, paragraph, or provision.

Section 7.07 -- Governing Law: This Agreement shall be governed by the laws of the State of Minnesota. This Agreement will not be governed by the conflict of law rules of any jurisdiction or the United Nations Convention on Contracts for the International Sale of Goods, the application of which is expressly excluded.

Section 7.08 -- Notice: Notices shall be in writing and shall be deemed delivered in person when delivered by courier or mailed postage to the person and address designated on the Cover Page.

Section 7.09 -- Bankruptcy: If Licensor must institute, defend, appear or attend a bankruptcy proceeding as a result of the filing of bankruptcy by Licensee, fees and expenses shall be borne by Licensee. If Licensee has a bankruptcy proceeding filed against it, Licensor shall recover attorney fees, expert witness fees, and other costs incurred by such other party in connection with the bankruptcy proceeding, hearing or trial. If Licensee is subject to insolvency, bankruptcy, or any other such proceedings, then Licensor may, in its sole discretion, require Licensee or its receiver or such equivalent party to return the Product(s) and Documentation to Licensor or to destroy them, and, at Licensor's sole discretion, all Support Services hereunder will cease. In all such events as described in this Section, Licensee will not be entitled to any refund of Licensee Fees or Service Charges.

Section 7.10 -- Waiver: Waiver of any breach of this Agreement shall not constitute waiver of another breach. Failing to enforce a provision of this Agreement shall not constitute a waiver or create an estoppel from enforcing such provision.

Section 7.11 -- Arbitration: Any controversy or claim arising out of or relating to this Agreement, or breach thereof, shall be settled by arbitration in accordance with the Rules of the American Arbitration Association, and will be held at Madison, Wisconsin. Judgment upon the award rendered by the arbitrators may be entered in any court having jurisdiction thereof. Qualified Arbitrators shall be selected by the parties in accordance with the Rules of the American Arbitration Association. Each party shall have the right of discovery as set forth in the Federal Rules of Civil Procedure.

Section 7.12 – Arbitration or Litigation Expense: In the event of litigation or arbitration arising out of this Agreement, each party shall pay its own costs and expenses of litigation and arbitration (excluding fees and expenses of arbitrators and administrative fees and expenses of arbitration).

Section 7.13 – Other Authorizations: Licensee hereby authorizes Licensor to list Licensee as a customer in any of Licensor's marketing materials, with a brief description of the Product and/or Support Services provided to Licensee, and to provide a copy of this Agreement in conjunction with a financing transaction, acquisition, merger, or other such transactions, or in conjunction with legal or professional consultation.

Section 7.14 -- Export Rules: Licensee will comply with all applicable export and related laws and regulations, obtain any applicable export licenses, and it will not export or re-export directly or indirectly (including via remote access) any part of the Software, Product, Documentation, and/or technical data to any country subject to an embargo by the United States. Licensee also may not export and/or re-export the Software or the Product, including technical data, to individuals and companies listed on any list of parties proscribed by the United States Government or any agency thereof. In addition, Licensee may not export and/or re-export Software, Product, Documentation and/or technical data, if it knows or has reason to know that a recipient or end-user is engaged in the design, development and use of weapons of mass destruction or is engaged in activities which may be deemed a threat to the national security of the United States.

Section 7.15 -- Notice to U.S. Government End Users: Products acquired with United States Federal Government funds or intended for use within or for any United States federal agency are provided with "Restricted Rights" as defined in DFARS 252.227-7013(c)(1)(ii) or FAR 52.227-19 and are subject to any other such applicable regulations of the U.S. Government.

**SCHEDULE A**

**COMPUTER SYSTEM DESCRIPTION**

| DataVault ID | Hardware Description | Serial Number |
|---|---|---|
| AristotleInsight® Appliance | 1U Rackmount Server* | SGTXXXXXX-XX |

*Contact Sergeant Laboratories, Inc for detailed hardware specifications.

**ADDENDUM TO 2018-2021 SPECIAL BUY AGREEMENT BETWEEN ESUCC COOPERATIVE PURCHASING AND Impero Inc.**

THIS ADDENDUM is made by and between Nebraska ESUCC Cooperative Purchasing ("Cooperative") and Impero Inc. ("Contractor") to the 2018-2021 Special Buy Agreement signed by the Cooperative on November 29, 2018, and by the Contractor on November 20, 2018. The Addendum is as follows:

**Exhibit "A"** is amended to add the following goods or services:

Powered by NetSweeper, Impero Web:check is a leading provider of Intelligent Web Filtering and Student Safeguarding Solutions with comprehensive alerting and reporting tools to identify at-risk students. Our CIPA Compliant platform ensures students are protected from harmful and inappropriate content on and off network.

Advanced Filtering Ecosystem - Key Features:

- Core Network Filtering. Including Selective SSL Decryption, Logging and Reporting, Scalability for High Throughput and Complex Networks
- End Point Device Protection. On/Off Network Filtering for Windows, MAC, Chrome, iOS and Android
- Student Monitoring. Control tools that provide Alerting, Notifications and Reporting on potential At-risk Students
- Teacher Permissions. Including temporary Override, Social Media Controls and Safe Search Enforcement functionality

Exhibit "B" is amended to add the following pricing information:

| Tiers | Deployment Type | License | Org Type | Term | User/Device | Billing Cyc | ESUCC Price |
|---|---|---|---|---|---|---|---|
| 1 - 5,000 | Impero Web:Check Cloud | Network Filtering | Academic | 1 Yr | User | Year | $4.20 |
| 1 - 5,000 | Impero Web:Check On-Site Deployment | Network Filtering | Academic | 1 Yr | User | Year | $2.80 |
| 5,000+ | Impero Web:Check Cloud | Network Filtering | Academic | 1 Yr | User | Year | $3.70 |
| 5,000+ | Impero Web:Check On-Site Deployment | Network Filtering | Academic | 1 Yr | User | Year | $2.45 |
| 1 - 5,000 | Impero Web:Check Cloud | Client Filter | Academic | 1 Yr | Device | Year | $2.80 |
| 1 - 5,000 | Impero Web:Check On-Site Deployment | Client Filter | Academic | 1 Yr | Device | Year | $2.10 |
| 5,000+ | Impero Web:Check Cloud | Client Filter | Academic | 1 Yr | Device | Year | $2.45 |
| 5,000+ | Impero Web:Check On-Site Deployment | Client Filter | Academic | 1 Yr | Device | Year | $1.85 |

All other terms and conditions of the 2018-2021 Special Buy Agreement shall remain in full force and effect.

| **COOPERATIVE** | **CONTRACTOR** |
| --- | --- |
| _____ | A Ball |
| Kraig Lofquist | Name: Alex Ball |
| Executive Director | Title: VP US Sales |
| Date Executed _____ | Date Executed 04/30/2020 |

Coop Directors report to ESUCC Board
submitted by: Craig Peterson
April 8, 2020

1. **Annual/Paper Buy**
    a. **Definition of the Annual Buy:** This is a line item bid were vendors are awarded by line item. If there is a tie for the bid price then a Nebraska vendor wins over an out of state vendor, otherwise it goes to a coin flip. Bids are sent to registered vendors nation-wide in October. Bid Awards announced in December and January, catalogs with over 4,200 items are published and distributed schools/members in February. The orders are then aggregated by address (all teacher/staff orders for items are aggregated into one line item per address) and sent to vendors in March and April and merchandise is delivered to the Cooperative members during May through July. The product categories offered are as follows: Electronics and Related Supplies, General Supplies, Furniture, Copier Paper, Maintenance-Shop Supplies, Health & Safety Supplies, Athletic Equipment & Supplies, Hot Lunch Equipment & Supplies, Science Equipment & Supplies, and Art Equipment & Supplies.
    b. **Paper Buy Recap** - Orders sent to Paper101 in the amount of $856,459.15. This is down $101,253.28 from 2019 totals.
    2019 - $957,712.43
    2018 - $866,109.76
    2017 - $790,259.16
    2016 - $925,156.08
    c. **Annual Buy Recap**
        i. Total orders sent $2,389,178.36 compared to $2,280,138.82 last year. This is up $109,039.54 from last year. Between the Paper and Annual Buys, we where up only $7,786.26 in sales, up slightly compared to last year.
        ii. 10,657 orders were merged into 7,158 orders through the Order Aggregation by address process that Equal Level runs before sending orders to vendors.
        iii. There were a number of orders that had to be manually merged due to schools changing an address half way through the process or for late orders placed.
        iv. 2019 - $2,280,138.82
        2018 - $2,282,359.68
        2017 - $2,407,565.41
2. **Year over Year Marketplace purchases to include both year-round, Paper, and Annual Buy's**

| | January | February | March | April |
|---|---|---|---|---|
| 2016 | $ 2,567.08 | $ 250,162.71 | $ 887,101.29 | $ 2,657,808.25 |
| 2017 | $ 7,445.64 | $ 232,445.70 | $ 812,113.22 | $ 2,450,067.97 |
| 2018 | $ 16,404.15 | $ 223,012.95 | $ 882,895.68 | $ 2,513,162.25 |
| 2019 | $ 19,241.18 | $ 373,428.57 | $ 858,433.70 | $ 2,439,624.59 |
| 2020 | $ 14,553.90 | $ 335,257.61 | $ 892,944.95 | $ 2,586,806.28 |

3. **Food Buy**
    a. Colleen has prepared and sent electronically the Notice of Intent to participate for the 2020-2021 School year for the period August 1 2020 to July 31 2021.

b. This will be the last year before the Food Buy is rebid. Coop staff will begin the process this Summer by reviewing the timeline and updating any new USDA requirements for the bid. I would like to have the bid ready to publish by early Fall so we can make awards the first of January and have renewals ready for the next year by the end April.

**4. Special Buys**

a. **Definition Special Buy:** Contracts are negotiated agreements with exclusive pricing to ESUCC Cooperative Purchasing members. These contracts may range from one to three years. Within the agreement, terms shall be explicitly defined as to both parties' expectations and the scope of the agreement.

b. **Annual Renewals – currently collecting orders**

i. Infobase **Deadline:** May 15

1. Learn360 (Orders received from ESU's 8, 13 and Ainsworth School). Current pricing tier is at $.0.72 student. 27,433 student licenses ordered to date.
2. Other offerings include a number online databases

ii. Swank – Movie Licensing - $77,359 in orders to date. **Deadline:** May 15

iii. World Book - $73,270.32 in orders to date. **Deadline:** May 15

iv. Securly - $19,255.50 in orders to date. **Deadline:** June 15

v. Impero - $4,225 in orders to date. **Deadline:** May 15

vi. Edgenuity

vii. Odysseyware

viii. Newsela $3,800 in orders to date

ix. Wyebot $700 in orders to date

x. CrisisGo

xi. Adobe VIP $40,890 in orders to date. **Deadline:** June 28

xii. Schoology

xiii. Articulate **Deadline:** May 15

xiv. IXL $8,597.50 in orders to date

**5. AEPA**

a. **Definition of AEPA:** The Association of Educational Purchasing Agencies (AEPA) is a group of Educational Service Agencies/political subdivisions organized through a Memorandum of Understanding between all participating states for the purpose of securing combined volume purchasing contracts based on potential sales by qualifying customers in participating states. Of the many advantages to this unique purchasing group, are the combined human resources representing purchasing/bidding expertise, current and past vendor relationships, past experience and overall vision with regard to the needs of the qualified customers within each represented state. Nebraska is a founding member of AEPA, which started with ten states in 2000 and now has grown to 28 states. AEPA is a voluntary run organization and asks for volunteers from the membership to complete work in Bid Oversight, Administrative Committees, Marketing, Website management, Reporting and other areas as required.

b. **Terms & Conditions**

i. State Terms & Conditions have been reviewed by legal and submitted for the AEPA 2021 bids.

c. **Virtual Meeting -** The Spring meeting in Austin, TX on April 26-28 was cancelled for in person attendance. Business meeting was held Over Zoom on April 28.
    i. Meeting Highlights
        1. Action to Approve holding a Virtual Meeting
        2. Approval of South Carolina (Carolinas Alliance 4 Innovation CA4I) as a new state member
        3. Bid 2021
            a. Timeline approved
            b. Bid Categories and status updates
                i. Athletic Field Lighting
                ii. Hardwood and Synthetic Flooring
                iii. Copiers, MFP's, Printer and MPS
                iv. Roofing and Related Services
                v. HVAC Systems (New Category)
                vi. Disaster Recovery (New Category)
                vii. Safety and Security (New Category)
        4. Parameters for Mid-Year bids
        5. Discussion on allowing the use of Request for Proposals (RFPs)
        6. Approved changes to Enabling documents to allow RFPs
        7. Election of Vice-President and Secretary
        8. Administrative and Bid Committee Assignments
        9. Strategic Plan Review
            a. $619 million dollar goal by 2023
        10. Vendor Partner Advisory Committee to be formed
        11. Vendor Partner Mentoring program to be formed
        12. Public Record Requests
            a. Public record requests are to be addressed from the state they are requested from.
d. Summary of 2019 Sales Reports
        1. AEPA Total Sales (All Vendors) $520,303,355.73
        2. ESUCC has 41 signed contracts with AEPA vendors
        3. ESUCC Total Sales (All Vendors January 1 – December 31 2019) $4,403,767.45 ($79,966 in revenue)
        4. ESUCC Sales by year
            a. 2019 - $4,403,767.45
            b. 2018 - $2,871,349.94
            c. 2017 - $2,788,912.01
            d. 2016 - $4,475,183.62
            e. 2015 - $5,251,199.72
        5. AEPA all Vendor Sales by year
            a. 2019 - $520,303,356
            b. 2018 - $461,233,534
            c. 2017 - $470,020,597
            d. 2016 - $471,937,671

e. 2015 - $463,452,183

6. Nebraska ranks 24 out of 28 states in Sales
7. CDW-G ranks 1st out of 36 vendors in Sales with $208,815,838
8. ESUCC vendor rankings by sales
    a. School Specialty $1,543,376.87
    b. CDW-G $944,751.05
    c. Quill $555,45436
    d. WTI-Tremco $450,665.58
    e. Daktronics $413,511
    f. Dude Solutions $137,405.63
    g. Konica Minolta $125,816.49
    h. Mackin $56,505.30
    i. MNJ Technologies $43,596.16
    j. National Business Furniture $38,568.05
    k. Midwest Technology $34,751.55
    l. Blick Art $32,456.98
    m. Biofit $22,825.30
    n. Kyocera $2,546

**6. Additional Information**

i. Communications with the following vendors/organizations throughout the month:

1. Harris School Solutions – updating of product in the Marketplace, update of vendor overview, contacts update.
2. Custom Creative – AEPA website and CRM development/update meeting
3. Impero – additional product to be added as addendum
4. Securly – adding additional product bundles and contract renewal after this year.
5. Edgenuity/Odysseyware – setup webinar and discussions around adding items to addendum.
6. AEPA vendor call with Istation to discuss marketing to AEPA Member states. Follow up about scheduling a webinar date.
7. FSG – AEPA Webinar information for member states scheduled, Topic Using UV Lights for disinfection in schools.

**ADDENDUM TO 2018-2020 SPECIAL BUY AGREEMENT BETWEEN ESUCC COOPERATIVE PURCHASING AND Securly Inc.**

THIS ADDENDUM is made by and between Nebraska ESUCC Cooperative Purchasing ("Cooperative") and **Securly Inc.** ("Contractor") to the 2018-2020 Special Buy Agreement signed by the Cooperative on May 9, 2018 and by the Contractor on May 3, 2018. The Addendum is as follows:

**Exhibit "A"** is amended to add the following goods or services:

360 Cloud: Filter, Home, Auditor, 24, Tipline, Classroom, MDM
Safety Cloud: Filter, Home, Auditor, Tipline
Safety Cloud + 24: Filter, Home, Auditor, Tipline, 24
1:1 Cloud: Filter, Home, Classroom, MDM

**Exhibit "B"** is amended to add the following pricing information:

| Product Description | Per Device/Student | Paid Annually |
|---|---|---|
| 360 Cloud - All Securly Products Bundled: 1 Year | $7.30 | |
| 360 Cloud - All Securly Products Bundled: 3 Year | $17.53 | $19.72 |
| 360 Cloud - All Securly Products Bundled: 5 Year | $25.56 | $29.22 |
| Safety Cloud with 24 - Filter, Auditor, Tipline, and 24: 1 Year | $5.08 | |
| Safety Cloud with 24 - Filter, Auditor, Tipline, and 24: 3 Year | $12.19 | $13.72 |
| Safety Cloud with 24 - Filter, Auditor, Tipline, and 24: 5 Year | $17.78 | $20.32 |
| Safety Cloud - Filter, Auditor, and Tipline: 1 Year | $4.32 | |
| Safety Cloud - Filter, Auditor, and Tipline: 3 Year | $10.37 | $11.66 |
| Safety Cloud - Filter, Auditor, and Tipline: 5 Year | $15.12 | $17.28 |
| One-to-one Cloud - Filter, Mobile Device Mgmt, and Classroom Mgmt: 1 Year | $4.70 | |
| One-to-one Cloud - Filter, Mobile Device Mgmt, and Classroom Mgmt: 3 Year | $11.28 | $12.69 |
| One-to-one Cloud - Filter, Mobile Device Mgmt, and Classroom Mgmt: 5 Year | $16.45 | $18.80 |

All other terms and conditions of the 2018-2020 Special Buy Agreement are unchanged.

**COOPERATIVE**

Kriag Lofquist
Executive Director

Executed on: _____

**CONTRACTOR**

Joe Figueroa
Regional Sales Manager

Executed on: 9/30/20

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# AGENDA

**AEPA Semi-Annual Meeting**
**April 27-28, 2020**

**8:00am PST; 9:00am MST; 10:00am CST; 11:00am EST**
**Via Zoom**

## Monday, April 27, 2020

| | | |
|---|---|---|
| **10:00am PST** | **Executive Committee Meeting** | **Via Zoom** |

## Tuesday, April 28, 2020

| | | |
|---|---|---|
| **8:00am PST** | **General Meeting** | **Via Zoom** |
| | • Call to order | *Pres. Tamra Hurst, OH* |
| | • Roll Call | *Secretary Tina Smith, KS* |
| | • Introductions | *Exec. Dir. George Wilson* |
| | • *Action Item:* Approval to hold virtual meeting and electronic voting | *Pres. Tamra Hurst, OH* |
| | • *Action Item:* Approval of agenda as presented | *Pres. Tamra Hurst, OH* |
| | • *Action Item:* Approval to waive reading of minutes | *Pres. Tamra Hurst, OH* |
| | • *Action Item:* Approval of minutes Dec 2-4, 2019 | *Pres. Tamra Hurst, OH* |
| | • Meeting notice and proof of mailing | *Secretary Tina Smith, KS* |
| | • **New Member Committee**<br>• *Action Item:* Approval of application for membership of Carolinas Alliance 4 Innovation CA4I (South Carolina) | *Ex. Dir. George Wilson* |
| | • **Finance Committee**<br>➢ *Action Item:* Approval of Financial Report<br>➢ *Action Item:* Approval of Administrative Support Staff Fee to the President's agency for period 7/1/18-6/30/19 | *Treas. Dave Mahalko, WA* |
| | • **Bid Committee**<br>➢ 021 Bid Timeline<br>a. *Action Item:* Approval of 021 Bid Timeline<br>➢ 021 Bid Category Status Update | *Jane Eastes, ND* |

Association of Educational PURCHASING AGENCIES

| | | |
|---|---|---|
| | ➢ *Action Items* (as needed):<br>Athletic Field Lighting<br>Hardwood and Synthetic Flooring<br>Copiers, MFP's, Printer and MPS<br>Roofing and Related Services<br>HVAC Systems (New Category)<br><br>Disaster Recovery (New Category)<br>Safety and Security (New Category) | *Andrew Pickens, TX*<br>*Michelle Pratt, VA*<br>*Jane Eastes, ND*<br>*Ken Swink, OH*<br>*Thomas Kim, NM*<br>*Andrew Pickens, TX*<br>*Anna Marie Hollander, MI*<br>*Kevin Benson, GA* |
| | ➢ Discussion on Parameters for a Mid-Year (0.5) Solicitation:<br>a. Re-issuance of a previously unsuccessful solicitation<br>b. Extraordinary, broadly available funding opportunities that are time sensitive<br>c. Narrowly defined category with a set of current specifications available for use through a state agency or other avenue | *Ex. Dir. George Wilson*<br>*Jane Eastes, ND* |
| | ➢ Discussion on allowing the use of Requests for Proposals (RFPs) | |
| | • **Enabling Documents**<br>*Action Item:* Approval of changes to Enabling Documents as presented | *VP Robin Strauser, NM* |
| | • **Sales and Assessment Reporting Committee** | *Pres. Tamra Hurst, OH* |
| | • **Nominating Committee**<br>➢ *Action Item:* Election of Officers – Vice-President, Secretary | *Jeremy Kovash, ND* |
| | • **Administrative and Bid Committee Assignments** | *Pres. Tamra Hurst, OH* |
| | • **Marketing Committee** | *Larche Hardy, FL* |
| | • **Professional Development Committee** | *Andrew Pickens, TX* |
| | • **Website Committee** | *Craig Peterson, NE* |
| | • **Strategic Plan Review**<br>$619 million dollar goal<br>Strategies:<br>➢ Strategy 1 – Tamra Hurst<br>➢ Strategy 2 – Jane Eastes<br>➢ Strategy 3 – Robin Strauser<br>➢ Strategy 4 – Tina Smith<br>➢ Strategy 5 – Dave Mahalko<br>➢ Strategy 6 – Larche Hardy<br>➢ Strategy 7 – George Wilson<br>➢ Strategy 8 – Anna Marie Hollander | *Ex. Dir. George Wilson* |

AEPA Association of Educational Purchasing Agencies

| | | |
|---|---|---|
| | • **Meeting Planning Committee**<br>➢ AEPA Winter Meeting Survey Results<br>➢ *Action Item:* Approval of meeting dates and locations as listed<br><br>• **Informational Items**<br>➢ Vendor Partner Advisory Committee<br>➢ Vendor Partner Mentoring Program<br>➢ Public Record Requests<br>• Executive Director Update | *Secretary Tina Smith, KS*<br><br>*Pres. Tamra Hurst, OH*<br><br>*Exec. Dir. George Wilson* |
| | • **Adjourn**<br>*Action Item:* Motion to adjourn | *Pres. Tamra Hurst, OH* |

## Future Meeting Dates/Locations

| Meeting | Location | Dates |
|---|---|---|
| *Executive Committee Meeting* | *Louisville, KY* | *July 23-24, 2020* |
| **AEPA Annual Winter Meeting** | **Orlando, FL** | **November 30-December 2, 2020** |
| *Executive Committee Meeting* | *Scottsdale, AZ* | *January 21-22, 2021* |
| **AEPA Annual Spring Meeting** | **Kansas City, KS** | **April 18-20, 2021** |
| *Executive Committee Meeting* | *Nashville, TN* | *July 22-23, 2021* |
| **AEPA Annual Winter Meeting** | **Houston, TX** | **November 29-December 1, 2021** |

**Meeting Documents:**
http://www.aepacoop.org/pages/Association_of_Educational_Pur

Association of Educational
PURCHASING AGENCIES

Action Item: Motion to approve holding a virtual meeting and electronic voting

Whereas, AEPA Bylaws Article 3.1, Place of Meetings, states that the date and locations of all Board meetings will be approved by Board action and reflected in the meeting minutes, and

Whereas, the AEPA Board has previously approved the dates and location of the Annual Meeting as April 26-28, 2020 in Austin, TX, and

Whereas, the nationwide Covid-19 Pandemic has made it impossible for the Board to meet in person in Austin, TX due to travel restrictions in many of the member states,

Now Therefore Be It Resolved That

The 2020 AEPA Annual Meeting will be held via Zoom conference on Tuesday, April 28, 2020 and

Be It Further Resolved That

Voting on the business of AEPA at the 2020 AEPA Annual Meeting will be held per voice vote, electronic votes or, if necessary, secret ballot via electronic means.

DRAFT MINUTES

**AEPA WINTER MEETING**
**SCOTTSDALE, AZ**
**DECEMBER 2-4, 2019**

**MONDAY, DECEMBER 2, 2019**

The meeting of the Association of Educational Purchasing Agencies was called to order by President Tamra Hurst, OH at 5:30 p.m. Following roll call, it was determined that members present constituted the quorum needed to conduct business. Meeting attendee lists are included as Exhibit A.

**GENERAL MEETING ITEMS**

- **Approval of agenda as presented**
  - Motion to Approve: MN
  - Second: CT
  - Motion Carried: Unanimous, with discussion
- **Approval to waive reading of minutes**
  - Motion to Approve: WI
  - Second: GA
  - Motion Carried: Unanimous
- **Approval of minutes April 7-9, 2019**
  - Motion to Approve: NJ
  - Second: NE
  - Motion Carried: Unanimous

**MEETING NOTICE AND PROOF OF MAILING**

- Review of meeting notice and proof of mailing provided by Tina Smith, Secretary, KS.
  - In accordance with Section 3.3 of the AEPA Bylaws, on August 20, 2019 the meeting notice was sent by the Secretary via email to members and vendors using the record of email contact information on file, and also posted to the AEPA website. Subsequent email reminders were also provided.

**REPORTS**

- Finance Committee Report
  Treasurer Dave Mahalko, WA presented the Treasurer's report. All financial reports are posted to the website.
  - **ACTION ITEMS**
    **Approval of Treasurer's Report**
    - Motion to Approve: KS
    - Second: CT
    - Motion Carried: Unanimous

    **Approval of 2020 Budget**
    - Motion to Approve: TX
    - Second: MI
    - Motion Carried: Wyoming, Indiana opposed

**AEPA to generate an invoice for member assessments based on member reported sales effective CY2019.**

- Motion to Approve: WA
- Second: CO
- Motion Carried: Unanimous, with discussion

**AEPA to increase the member assessment to $2,500 plus .00035% of member reported sales effective Cy2019 and collected in April 2020.**

- Motion to Approve: WA
- Second: MI
    - Motion to amend the motion to include that the larger states pay a higher assessment fee than the smaller states
        - Motion to Approve: IN
        - Motion Lost
    - Motion to defer to original motion
        - Motion Carried WI, NE, WY, IN, IL opposed; with discussion

**REPORTS**

- **Marketing Committee Report: Dane Hewitt, WA**
- **Website Committee Report: Craig Peterson, NE**
- **Sales and Assessment Reporting Committee: President Tamra Hurst, OH**
- **Meeting Planning Committee Report: Secretary Tina Smith, KS**
    - **ACTION ITEM**
      **Approval of meeting dates and locations as recommended including authorization to contract with hotels and pay expenses as recommended by planning committee and as per AEPA Bylaw 9.2.**
        - Motion to Approve: CT
        - Second: TX
        - Motion Carried: Unanimous
- **Enabling Documents Committee Report: Elmo Kallner, OH**
- **Executive Committee Report; President Tamra Hurst, OH**

**ACTION ITEM**

- **Motion to adjourn the meeting temporarily**
    - Motion to Approve: WA
    - Second: KS
    - Motion Carried: Unanimous

**MEETING ADJOURNED**

The meeting was temporarily adjourned at 6:33 p.m.

DRAFT

**TUESDAY, DECEMBER 3, 2019**
The meeting resumed at 8:40 a.m.

**REPORTS**

- **VENDOR MEETING UPDATE: Executive Director George Wilson**
- **STRATEGIC PLAN UPDATE: Executive Director George Wilson**
  The executive director provided a review of the AEPA Strategic Plan and the following individuals provided an update on work completed for each strategy.
    - Strategy 1 – Tamra Hurst, OH
    - Strategy 2 – Jane Eastes, ND
    - Strategy 3 – Robin Strauser, NM
    - Strategy 4 – Tina Smith, KS
    - Strategy 5 – Dave Mahalko, WA
    - Strategy 6 – Larche Hardy, FL
    - Strategy 8 – Elmo Kallner, OH
    - Strategy 7 – There will be no strategy committee for advocacy. George Wilson will serve as the main legislative advocate for AEPA.
- **Bid Committee Reports: Jane Eastes, ND**, provided the bid committee report, which included the number of bid downloads, questions and answers, and bids received for the 020 bid cycle. The reports are available on the AEPA website. The committee received an Open Records request for bid submittals and has requested advisement from legal counsel as to which state to process such requests.
- **Recognition of Committee Chairs – Tamra Hurst, OH**
  Elmo Kallner, OH, presented an overview of the mission of AEPA and the importance of volunteers. President Tamra Hurst, OH, recognized the following committee chairs:
    - Ted Witt, CA
    - Cara Hart, CT
    - Larche Hardy, FL
    - Phil Partenheimer, IN
    - Joni Puffett, IA
    - Tina Smith, KS
    - Anna Marie Hollander, MI
    - Melissa Mattson, MN
    - Lisa Truax, MN
    - Craig Peterson, NE
    - Teresa Gerstacker, NJ
    - Pat Moran, NJ
    - Robin Strauser, NM
    - John Tortelli, NM
    - Jane Eastes, ND
    - Elmo Kallner, OH
    - Ken Swink, OH
    - Andrew Pickens, TX
    - Michelle Pratt, VA
    - David Mahalko, WA
    - Tammy Stowers, WV
    - Nita Werner, WY

DRAFT

**BID EXTENSIONS AND AWARDS BY CATEGOY**

**Extension of Bid 017**

- 017A: Athletic Field Lighting

  Andrew Pickens, TX, provided a review of the bid committee recommendation.
  - Techline Sports Lighting
    - Motion to Approve: TX
    - Second: FL
    - Motion Carried: Unanimous

  017B: Copiers, MFPs, Printers and Managed Print Services

  Jane Eastes, ND, provided a review of the bid committee recommendations.
  - Konica Minolta
    - Motion to Approve: ND
    - Second: MT
    - Motion Carried: Unanimous
  - Kyocera Mita
    - Motion to Approve: ND, with plan of improvement
    - Second: IN
    - Motion Carried: Unanimous
- 017C: Hardwood and Synthetic Flooring

  Michelle Pratt, VA, provided a review of the bid committee recommendation.
  - Sports Surfaces Distributing
    - Motion to Approve: VA, with plan of improvement
    - Second: PA
    - Motion Carried: Unanimous
- 017F: Roofing and Related Services

  Elmo Kallner, OH, provided a review of the bid committee recommendations.
  - Progressive Roofing
    - Motion to Approve: OH, with line item price changes
    - Second: WY
    - Motion Carried: Unanimous
  - WTI/Tremco
    - Motion to Approve: OH, with line item price changes
    - Second: WA
    - Motion Carried: Unanimous

Each of the extended vendors in attendance were given an opportunity to address the group.

**Extension of Bid 018**

- 018A: Technology Catalog

  Elmo Kallner, OH, provided a review of the bid committee recommendations.
  - MNJ Technologies
    - Motion to Approve: OH, with plan of improvement
    - Second: IA
    - Motion Carried: Unanimous

DRAFT

- CDW Government
  - Motion to Approve: OH with plan of improvement
  - Second: WY
  - Motion Carried: Unanimous

- 018B: LED Lighting

Joni Puffett, IA, provided a review of the bid committee recommendation.

- Facilities Solutions Group
  - Motion to Approve: IA
  - Second: CT
  - Motion Carried: Unanimous

- 018D: Furniture

Melissa Mattson, MN, provided a review of the bid committee recommendations.

- Biofit Engineered Products
  - Motion to Approve: MN, with plan of improvement
  - Second: NM
  - Motion Carried: Unanimous
- National Business Furniture
  - Motion to Approve: MN, with plan of improvement
  - Second: WV
  - Motion Carried: Unanimous
- School Specialty, Inc.,
  - Motion to Approve: MN
  - Second: MT
  - Motion Carried: Unanimous
- SICO America
  - Motion to Non-Renew: MN
  - Second: CT
  - Motion Carried: Unanimous

Each of the extended vendors in attendance were given an opportunity to address the group.

**Extension of Bid 018.5**

- 018.5A: Maintenance, Repair and Operations

Anna Marie Hollander, MI, provided a review of the bid committee recommendation.

- Best Plumbing Specialties, Inc.
  - Motion to Approve: MI
  - Second: MT
  - Motion Carried: Unanimous

- 018.5B: Industrial Arts and Career and Tech Supplies

Ken Swink, OH, provided a review of the bid committee recommendation.

- Midwest Technology Products
  - Motion to Approve: OH
  - Second: IA
  - Motion Carried: Unanimous

DRAFT

- 018.5C: Athletic Equipment & Supplies

  Nita Werner, WY, provided a review of the bid committee recommendations.
  - Partac Peat Corp
    - Motion to Approve: WY
    - Second: TX
    - Motion Carried: Unanimous
  - School Health Corp
    - Motion to Approve: WY, with plan of improvement
    - Second: MA
    - Motion Carried: Unanimous
  - School Specialty, Inc.,
    - Motion to Approve: WY
    - Second: MT
    - Motion Carried: Unanimous
  - Kranos, dba Schutt Sports
    - Motion to Approve: WY
    - Second: MN
    - Motion Carried: Unanimous

Each of the extended vendors in attendance were given an opportunity to address the group.

**PROFESSIONAL DEVELOPMENT**

Jane Wray and Mitchell Lilly, WI, provided a professional development session on Brand Promise and Social Media.

**Extension of Bid 019**

- 019B: Custodial Supplies and Equipment

  Cara Hart, CT, provided a review of the bid committee recommendation.
  - Busch Systems International, Inc.
    - Motion to Approve: CT, with plan of improvement
    - Second: IA
    - Motion Carried: Unanimous
  - Hillyard, Inc.
    - Motion to Approve: CT, with plan of improvement
    - Second: NM
    - Motion Carried: Unanimous
  - State Industrial Products
    - Motion to Approve: CT, with plan of improvement
    - Second: KS
    - Motion Carried: Unanimous
- 019C: Office Supplies and Equipment

  Jane Eastes, ND, provided a review of the bid committee recommendation.
  - Quill Corporation
    - Motion to Approve: ND
    - Second: CO

- Motion Carried: Unanimous

- 019E: School and Instructional Supplies

Phil Partenheimer, IN, provided a review of the bid committee recommendations.

  - Blick Art Materials
    - Motion to Approve: IN
    - Second: MO
    - Motion Carried: Unanimous
  - Pitsco Education
    - Motion to Approve: IN
    - Second: WY
    - Motion Carried: Unanimous
  - Quill Corporation
    - Motion to Approve: IN
    - Second: NE
    - Motion Carried: Unanimous
  - School Specialty, Inc.
    - Motion to Approve: IN
    - Second: CO
    - Motion Carried: Unanimous

Each of the extended vendors in attendance were given an opportunity to address the group.

**Extension of Bid 019.5**

- 019.5A: Telescopic Bleachers and Seating

Lisa Truax, MN, provided a review of the bid committee recommendations.

  - Hussey Seating Company
    - Motion to Approve: MN
    - Second: WY
    - Motion Carried: Unanimous

- 019.5B: Playground and Recreation Structures

Tammy Stowers, WV, provided a review of the bid committee recommendations

  - Kompan, Inc.
    - Motion to Approve: WV
    - Second: MN
    - Motion Carried: Unanimous
  - Playcraft Systems
    - Motion to Approve: WV
    - Second: OR
    - Motion Carried: Unanimous
  - Romtec, Inc.
    - Motion to Approve: WV
    - Second: KS
    - Motion Carried: Unanimous

Each of the extended vendors in attendance were given an opportunity to address the group.

DRAFT

**Award of Bid 020**

- 020A Natural and Synthetic Surfaces for Sports Fields
  Nita Werner, WY, provided a review of the bid committee recommendations.
- 020A Natural and Synthetic Surfaces: Category 1-Synthetic Turf
  - ACT Global (All Regions)
    - Motion to Approve: WY
    - Second: NM
    - Motion Carried: Unanimous
  - Astro Turf (All Regions)
    - Motion to Approve: WY
    - Second: FL
    - Motion Carried: Unanimous
  - Field Turf (All Regions)
    - Motion to Approve: WY
    - Second: WA
    - Motion Carried: Unanimous
  - Hellas (All Regions)
    - Motion to Approve: WY
    - Second: KS
    - Motion Carried: Unanimous
  - Sports Surfaces Distributing (Regions 2,3,4,5,7,8)
    - Motion to Approve: WY
    - Second: NM
    - Motion Carried: Unanimous
  - Shaw Industries (All Regions)
    - Motion to Approve: WY
    - Second: GA
    - Motion Carried: Unanimous
  - SprintTurf (All Regions)
    - Motion to Appre: WY
    - Second: Washington
    - Motion Carried: Unanimous
  - The Motz Group (All Regions)
    - Motion to Approve: WY
    - Second: IN
    - Motion Carried: Unanimous
  - Vescio Group (Regions 5,6)
    - Motion to Approve: WY
    - Second: KY
    - Motion Carried: Unanimous
  - ACT Global Category 2 – Natural
    - Motion to Approve: WY
    - Second: KY
    - Motion Carried: Unanimous

DRAFT

- 020A Natural and Synthetic Surfaces: Category 2-Natural Turf
  - Astro Turf (All Regions)
    - Motion to Approve: WY
    - Second: KY
    - Motion Carried: Unanimous
  - Vescio Category (Regions5,6)
    - Motion to Approve: WY
    - Second: KY
    - Motion Carried: Unanimous
  - Motion to reject Shaw
    - Motion to Approve: WY
    - Second: NM
    - Motion Carried: Unanimous
- 020A Natural and Synthetic Surfaces: Category 3-Running Track/Tennis/Athletic Courts
  - ACT Global (All Regions)
    - Motion to Approve: WY
    - Second: KY
    - Motion Carried: Unanimous
  - Astro Turf Category (All Regions)
    - Motion to Approve: WY
    - Second: FL
    - Motion Carried: Unanimous
  - Field Turf Category 3 (All Regions)
    - Motion to Approve: WY
    - Second: WA
    - Motion Carried: Unanimous
  - Hellas Category 3 (All Regions)
    - Motion to Approve: WY
    - Second: WI
    - Motion Carried: Unanimous
  - Sports Surfaces Distributing (Regions 2,3,4,5,7,8)
    - Motion to Approve: WY
    - Second: KY
    - Motion Carried: Unanimous
  - Shaw Industries (All Regions)
    - Motion to Approve: WY
    - Second: Wi
    - Motion Carried: Unanimous
  - SprinTurf (All Regions)
    - Motion to Approve: WY
    - Second: WA
    - Motion Carried: Unanimous
  - The Motz Group (Regions 3,5,6)
    - Motion to Approve: WY

DRAFT

        - Second: OH
        - Motion Carried: Unanimous
    - Reject Mathusek
        - Motion to Approve: WY
        - Second: Cara Hart, CT
        - Motion Carried: Unanimous
- 020A Natural and Synthetic Surfaces: Category 4-Synthetic Turf for Playground/Ped/Commercial/Landscaping
    - ACT Global (All Regions)
        - Motion to Approve: WY
        - Second: MN
        - Motion Carried: Unanimous
    - Astro Turf (All Regions)
        - Motion to Approve: WY
        - Second: MO
        - Motion Carried: Unanimous
    - Field Turf (All Regions)
        - Motion to Approve: WY
        - Second: OR
        - Motion Carried: Unanimous
    - Hellas (All Regions)
        - Motion to Approve: WY
        - Second: TX
        - Motion Carried: Unanimous
    - Sports Surfaces Distributing (Regions 2,3,4,5,7,8)
        - Motion to Approve: WY
        - Second: KY
        - Motion Carried: Unanimous
    - Shaw Industries (All Regions)
        - Motion to Approve: WY
        - Second: GA
        - Motion Carried: Unanimous
    - SprinTurf (All Regions)
        - Motion to Approve: WY
        - Second: WA
        - Motion Carried: Unanimous
- 020B Carpet and Resilient Flooring
  Pat Moran, NJ, provided a review of the bid committee recommendations.
    - Interface
        - Motion to Approve: NJ
        - Second: GA
        - Motion Carried: Unanimous
    - The Gillespie Group
        - Motion to Approve: NJ
        - Second: NM
        - Motion Carried: Unanimous

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- 020C Digital Resources and Instructional Material
  Craig Peterson, NE, provided a review of the bid committee recommendations.
  - Rejection of bids from Learn Platform, Inc., Newsela, Inc., and Saddleback Educational Publishing
    - Motion to Approve: NE
    - Second: NJ
    - Motion Carried: Unanimous
  - Complete Book and Media Supply
    - Motion to Approve: NE
    - Second: NM
    - Motion Carried: Unanimous
  - Mackin Book Company
    - Motion to Approve: NE
    - Second: WY
    - Motion Carried: Unanimous
  - Bio Company
    - Motion to Approve: NE
    - Second: MI
    - Motion Carried: Unanimous
  - Imagination Station, DBA IStation
    - Motion to Approve: NE
    - Second: WI
    - Motion Carried: Unanimous
- 020D Facility Management Software
  Cara Hart, CT, provided a review of the bid committee recommendations.
  - Rejection of bid from AkitaBox, Inc.
    - Motion to Approve: CT
    - Second: CA
    - Motion Carried: Unanimous
  - Dude Solutions
    - Motion to Approve: CT
    - Second: CO
    - Motion Carried: Unanimous
- 020E Lawn and Groundskeeping Equipment
  Ted Witt, CA, provided a review of the bid committee recommendations.
  - Rejection of bid from SMG
    - Motion to Approve: CA
    - Second: IN
    - Motion Carried: Unanimous
  - Bob Cat
    - Motion to Approve: CA
    - Second: MN
    - Motion Carried: Unanimous
  - Husq – Mowers, catalog items
    - Motion to Approve: CA

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- Second: WA
- Motion Carried: Unanimous

- 020F Digital Display Solutions
  Tina Smith, KS, provided a review of the bid committee recommendations.
  - Rejection of bid from Imperatives, Inc.
    - Motion: KS
    - Second: CT
    - Motion Carried: Unanimous
  - Daktronics, Inc.
    - Motion: KS
    - Second: IN
    - Motion Carried: Unanimous
- 020G Vehicles
  Robin Strauser, NM, provided a review of the bid committee recommendations.
  - Rejection of bids from Dutch Miller Auto Group, IG Burton and Company, Inc., Southwest Chevrolet, and Whitmoyer Auto Group
    - Motion: NM
    - Second: KS
    - Motion Carried: Unanimous
  - Melloy Brothers Enterprises (Region 7)
    - Motion: NM
    - Second: KS
    - Motion Carried: Unanimous
  - Mall Chevrolet (Region 2)
    - Motion: NM
    - Second: PA
    - Motion Carried; Unanimous
  - Phil Long Dealerships (All Regions)
    - Motion: NM
    - Second: WA
    - Motion Carried: Unanimous

**ACTION ITEM**

- Motion to adjourn the meeting temporarily and convene at 9:00 a.m. on Wednesday
  - Motion to Approve: WA
  - Second: KS
  - Motion Carried: Unanimous

**MEETING ADJOURNED**

The meeting was temporarily adjourned at 3:49 p.m.

**WEDNESDAY, DECEMBER 4, 2019**

The meeting resumed at 9:05 a.m.

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**REPORT**

- **VENDOR MEETING RECAP: President Tamra Hurst, OH**
  Tamra Hurst, OH, summarized the discussion from her meeting with new vendors.

**Award of Bid 020**
Each of the 020 contract award vendors in attendance were given an opportunity to address the group.

**ACTION ITEMS: Bids**

- **Approval of Rebid of 017 categories**
  - Motion to Approve: NM
  - Second: OH
  - Motion Carried: Unanimous
- Discussion of 021 Categories
  Jane Eastes, ND, facilitated a discussion for potential 021 Bid categories, which included breakout discussions to brainstorm potential categories. Melissa Mattson, MN, and Lisa Truax, MN provided an overview of the 021 timeline.
- **Approval three new categories for bid**
  - **HVAC with subcategories, Bid 020.5**
  - **Disaster Recovery Services, Bid 021**
  - **Safety and Security, Bid 021**
    - Motion to Approve: NM
    - Second: WY
    - Motion Carried: Unanimous
- **Renewal of Bid Manager Contract for Lakes County Service Cooperative for the period January 1, 2020 – December 31, 2020**
  - Motion: OH
  - Second: GA
  - Motion Carried: IN opposed
- **Renewal of Bid Specification Writer contract for Ed Pabor for the period January 1, 2020 – December 31, 2020**
  - Motion: KS
  - Second: TX
  - Motion Carried: IN opposed

*George Wilson left the meeting 11:58 a.m.*

**Executive Director Evaluation**
Elmo Kallner, OH, provided a review of the Executive Director Evaluation as conducted by the AEPA Executive Committee.

**ACTION ITEM**
**Renewal of AEPA/AESA Strategic Alliance and Licensing Agreement including authorization for AESA to enter into an agreement with George Wilson to provide Executive Director services for 2010.**

- Motion: MN

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- Second: WY
- Motion Carried: IN opposes

*George Wilson returned to the meeting 12:03 p.m.*

**EXECUTIVE DIRECTOR UPDATE**
George Wilson provided a report, which has been loaded to the AEPA website.

**FINAL COMMENTS**
George Wilson thanked the members of the meeting planning committee as well as all members for their time and effort in supporting AEPA.

**ACTION ITEM**
- Motion to adjourn the meeting
  - Motion to Approve: WI
  - Second: WY
  - Motion Carried: Unanimous

**MEETING ADJOURNED**
The meeting was adjourned at 12:06 p.m.

Respectfully Submitted,

Tina M. Smith
Tina Smith, KS, Secretary

Tamra Hurst, OH, President

George Wilson, Executive Director

**Future Meeting Dates and Locations**

| MEETING | LOCATION | DATES |
|---|---|---|
| *Executive Committee Meeting* | *Scottsdale, AZ* | *January 23-24, 2020* |
| **AEPA Annual Spring Meeting** | Austin, TX | April 26-28, 2020 |
| *Executive Committee Meeting* | *Louisville, KY* | *July 21-22, 2020* |
| **AEPA Annual Winter Meeting** | Orlando, FL | November 30-December 2, 2020 |
| *Executive Committee Meeting* | *Scottsdale, AZ* | *January 21-22, 2021* |
| **AEPA Annual Spring Meeting** | Kansas City, KS | April 18-20, 2021 |
| *Executive Committee Meeting* | *Nashville, TN* | *July 22-23, 2021* |
| **AEPA Annual Winter Meeting** | Houston, TX | November 29-December 1, 2021 |

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EXHIBIT A to AEPA 2019 WINTER MEETING MINUTES

ATTENDEES

| Category | First Name | Last Name | State | Signed In |
|---|---|---|---|---|
| EXEC DIR | George | Wilson | Non-Voting | x |
| AESA | John | Bass | Non-Voting | x |
| MEMBER | Racquel | Landolf | CALIFORNIA | x |
| MEMBER | Ted | Witt | CALIFORNIA | x |
| MEMBER | Tim | Blanton | CALIFORNIA | x |
| MEMBER | Dale | McCall | COLORADO | x |
| MEMBER | Tim | Sanger | COLORADO | x |
| MEMBER | Cara | Hart | CONNECTICUT | x |
| MEMBER | Judy | Hall | FLORIDA | x |
| MEMBER | Larche | Hardy | FLORIDA | x |
| MEMBER | Kevin | Benson | GEORGIA | x |
| MEMBER | Courtney | Fleeger | ILLINOIS | x |
| MEMBER | Hope | Hardin-Borbely | ILLINOIS | x |
| MEMBER | Pamela | Clover | INDIANA | x |
| MEMBER | Phil | Partenheimer | INDIANA | x |
| MEMBER | Joni | Puffett | IOWA | x |
| MEMBER | Cinda | Holmes | KANSAS | x |
| MEMBER | Tina | Smith | KANSAS | x |
| MEMBER | Ann | Burden | KENTUCKY | x |
| MEMBER | Patricia | Sheffer | KENTUCKY | x |
| MEMBER | Joan | Preble | MASSACHUSETTS | x |
| MEMBER | Anna Marie | Hollander | MICHIGAN | x |
| MEMBER | Michelle | Selak | MICHIGAN | x |
| MEMBER | Tim | Loock | MICHIGAN | X |
| MEMBER | Lisa | Truax | MINNESOTA | X |
| MEMBER | Melissa | Mattson | MINNESOTA | X |
| MEMBER | Steve | Griggs | MISSOURI | X |

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| | | | | |
|---|---|---|---|---|
| MEMBER | Dave | Puyear | MONTANA | X |
| MEMBER | Craig | Peterson | NEBRASKA | X |
| MEMBER | Patrick | Moran | NEW JERSEY | x |
| MEMBER | Teresa | Gerstacker | NEW JERSEY | x |
| MEMBER | Gustavo | Rossell | NEW MEXICO | x |
| MEMBER | John | Tortelli | NEW MEXICO | x |
| MEMBER | Robin | Strauser | NEW MEXICO | x |
| MEMBER | Jane | Eastes | NORTH DAKOTA | x |
| MEMBER | Elmo | Kallner | OHIO | x |
| MEMBER | Ken | Swink | OHIO | x |
| MEMBER | Tamra | Hurst | OHIO | x |
| MEMBER | Rob | Naughton | OREGON | x |
| MEMBER | Cassie | Seabridge | PENNSYLVANIA | x |
| MEMBER | Jeff | Kimball | PENNSYLVANIA | x |
| MEMBER | John | Brenchley | PENNSYLVANIA | x |
| MEMBER | Andrew | Pickens | TEXAS | x |
| MEMBER | Todd | Merriman | TEXAS | x |
| MEMBER | Michelle | Pratt | VIRGINIA | x |
| MEMBER | Dane | Hewitt | WASHINGTON | x |
| MEMBER | David | Mahalko | WASHINGTON | x |
| MEMBER | Thomas | Kim | WASHINGTON | x |
| MEMBER | Jan | Hanlon | WEST VIRGINA | x |
| MEMBER | Tambria | Stowers | WEST VIRGINA | x |
| MEMBER | Jane | Wray | WISCONSIN | x |
| MEMBER | Mitchell | Lilly | WISCONSIN | x |
| MEMBER | Nita | Werner | WYOMING | x |

| Category | First Name | Last Name | Organization Name | Signed In |
|---|---|---|---|---|
| VENDOR | Brent | Crow | Act Global | x |
| VENDOR | Dan | Collier | Act Global | x |
| VENDOR | Victoria | Stringham | Astro Turf | x |
| VENDOR | Jennifer | Bruder | Bio Corp. | x |

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|---|---|---|---|---|
| VENDOR | Joshua | Ernst | Bio Corp. | x |
| VENDOR | Matthew | Coyne | Biofit | x |
| VENDOR | Heather | Havens | Blick Art Materials | x |
| VENDOR | Barry | Hanson | Bobcat | x |
| VENDOR | Brian | Fisher | CDW-G | x |
| VENDOR | David | White | CDW-G | x |
| VENDOR | Bryan | Nagel | Daktronics | x |
| VENDOR | Marlo | Jones | Daktronics | x |
| VENDOR | Joshua | Peach | Dude Solutions | x |
| VENDOR | Kevin | Stilwell | Dude Solutions | x |
| VENDOR | Bernie | Erickson | Facility Solutions Group | x |
| VENDOR | Lesley | Miles | FieldTurf | x |
| VENDOR | Ruth | Hawley | Hellas | x |
| VENDOR | Matthew | Johnston | Hillyard | x |
| VENDOR | Jacob | Breig | Husqvarna | x |
| VENDOR | Thomas | Cutler | Konica Minolta | x |
| VENDOR | Rebecca | Haworth | Kranos/Schutt Sports | x |
| VENDOR | Dennis | Lees | Kyocera | x |
| VENDOR | Lynn | Bendt | Mackin | x |
| VENDOR | Grace | Mundt | Mackin | x |
| VENDOR | James | Cassell | Melloy Dodge | x |
| VENDOR | Brian | Pletsch | MNJ Technologies | x |
| VENDOR | Denise | Pierce | Partac Peat | x |
| VENDOR | Eric | Roberg | Phil Long Dealerships | x |
| VENDOR | Rhett | Butler | Phil Long Dealerships | x |
| VENDOR | Brandon | Brill | Pitsco Education | x |
| VENDOR | Brian | Flanagan | Playcraft Systems | x |
| VENDOR | Alice | Hunt | Progressive Roofing | x |
| VENDOR | Rick | Fennemore | Progressive Roofing | x |
| VENDOR | Cameron | Shapiro | Quill.com | x |
| VENDOR | Kris | Lamar | Romtec, Inc. | x |
| VENDOR | Cyrus | Severance | School Health | x |
| VENDOR | Belkys | Quintana | School Specialty | x |

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|---|---|---|---|---|
| VENDOR | Greg | Harbaugh | School Specialty | x |
| VENDOR | Helen | Schleis | School Specialty | x |
| VENDOR | Rosann | Cochran | School Specialty | x |
| VENDOR | Jimmy | Marshall | Shaw Sports Turf | x |
| VENDOR | Robert | Cohen | Sports Surfaces Dist | x |
| VENDOR | Courtney | Ticen | Sprinturf | x |
| VENDOR | Jeff | Bergevin | Sprinturf | x |
| VENDOR | Mark | Olds | Sprinturf | x |
| VENDOR | Tia | Protopapa | State Industrial | x |
| VENDOR | Steve | Jones | Techline | x |
| VENDOR | Melissa | Senatore | The Gillespie Group | x |
| VENDOR | Sarah | Shewmaker | The Motz Group | x |
| VENDOR | Zach | Burns | The Motz Group | x |
| VENDOR | Craig | Nelson | Tremco | x |
| VENDOR | Jane | Krivos | Tremco | x |
| VENDOR | Regina | Martino | Tremco | x |
| VENDOR | Doug | Vescio | Vescio Sportsfields | x |

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Minutes

**AEPA EXECUTIVE COMMITTEE MEETING**
**EMBASSY SUITES – SCOTTSDALE, AZ**

**MONDAY, DECEMBER 2, 2019**

The meeting of the Executive Committee of the Association of Education Purchasing Agencies (AEPA) was called to order by President Tamra Hurst, OH, at 2:00 P.M. local time. Following roll call it was determined that the following members were present and constituted the quorum needed to conduct business:

| VOTING | | PRESENT | NON-VOTING | | PRESENT |
|---|---|---|---|---|---|
| FL | Larche Hardy | X | AEPA | George Wilson | X |
| KS | Tina Smith | X | AESA | John Bass | X |
| MI | Anna Marie Hollander | X | | | |
| ND | Jane Eastes | X | | | |
| NM | Robin Strauser | X | | | |
| OH | Tamra Hurst | X | | | |
| OH | Elmo Kallner | X | | | |
| TX | Andrew Pickens | X | | | |
| WA | David Mahalko | X | | | |

**ACTION ITEMS**

- **Approval of December 2, 2019 Executive Committee Agenda**
  - Motion to Approve as Presented: Elmo Kallner, OH
  - Second: Andrew Pickens, TX
  - Motion Carried: Unanimous
- **Approval to waive the reading of minutes of July 23-24, 2019 Executive Committee Meeting**
  - Motion to Approve: David Mahalko, WA
  - Second: Larche Hardy, FL
  - Motion Carried: Unanimous
- **Action Item: Approval of minutes of July 23-24, 2019**
  - Motion to Approve: Jane Eastes, ND
  - Second: Elmo Kallner, OH
  - Motion Carried: Unanimous

**REPORT:**
**Website Committee – Craig Peterson**
Craig Peterson, NE, provided information regarding the committee's work on the AEPA website, collection of sales data, and future work related to report templates and website analytics. The Website Committee report is available on the AEPA website.

## ACTION ITEMS

- **Financial Report**
  David Mahalko, AEPA Treasurer, presented the AEPA financial report as of November 30,2019 as well as the 2020 Budget Requests**.** All financial reports are posted on the website.
    - **Action Item: Approval of YTD Financial Report**
        - Motion to Approve: Tina Smith, KS
        - Second: Elmo Kallner, OH
        - Motion Carried: Unanimous
    - **Action Item:**
        - **AEPA to generate an invoice for member assessments based on member reported sales effective CY2019.**
        - **AEPA to increase the member assessment to $2,500 plus .00035% of member reported sales effective CY2019 and collected in April 2020.**
            - Motion to Approve: David Mahalko, WA
            - Second: Anna Marie Hollander, MI
            - Motion Carried: Unanimous
- **Bid Manager Specialist/Bid Specifications Writer**
  George Wilson, Executive Director, provided a review of updated descriptions for the Bid Manager and the Bid Specification Writer contracts with AEPA.
    - **Action Item: Renewal of Lakes Country Service Cooperative's Bid Manager contract at $16,500 for the period January 1, 2020-December 31, 2020.**
        - Motion to Approve: Tina Smith, KS
        - Second: Larche Hardy, FL
        - Motion Carried: Unanimous
    - **Action Item: Renewal of Ed Pabor's Bid Specification Writer contract for the period January 1, 1020-December 31, 2020.**
        - Motion to Approve: Andrew Pickens, TX
        - Second: Anna Marie Hollander, MI
        - Motion Carried: Unanimous

## REPORTS

- **Committee Reports**
    - **Marketing Committee: Larche Hardy, FL**
      Larche Hardy, FL, reported on the committee's work regarding advertising and the work of Mitchell Lilly on newsletters and social media for AEPA.
    - **Meeting Committee: Tina Smith, KS**
      Tina Smith, KS, provided a summary of the meeting planning for the Winter Meeting. Additional questions will be added to the meeting follow up survey to collect feedback on the timing of the AEPA Winter Meeting.

*John Bass entered the meeting at 3:34 p.m.*

- **Bid Committee: Jane Eastes, ND**
  - **Action Item: Recommendation for Bid Extensions 017, 018, 018.5, 019, 019.5**
    - Motion to Approve: Tina Smith, KS
    - Second: Elmo Kallner, OH
    - Motion Carried: Unanimous
  - **Action Item: Recommendation for award of 020 bids.**
    - Motion to Approve: Robin Strauser, NM
    - Second: Andrew Pickens, TX
    - Motion Carried: Unanimous
- **Sales and Assessment Reporting Committee Report: Tamra Hurst, OH**
  Tamra Hurst, OH, reported that sales submitted through Q3 2019 reflect growth over the prior year's Quarters 1-3 totals.
- **Enabling Documents Committee Report: Elmo Kallner, OH**
  Elmo Kallner, OH, shared that all Enabling Documents are up to date on the AEPA website.

*George Wilson left the meeting at 3:47 p.m.*
*John Bass left the meeting at 3:47 p.m.*

**REPORT**

- **Executive Director Evaluation: Elmo Kallner, OH**
  Elmo Kallner, OH, reviewed the AEPA employment and evaluation process for the Executive Director position.
    - **ACTION ITEM: Approve Evaluation of Executive Director, George Wilson**
      - Motion to Approve: Elmo Kallner, OH
      - Second: Larche Hardy, FL
      - Motion Carried: Unanimous
- **AESA/AEPA Strategic Alliance and Licensing Agreement: Tamra Hurst, OH**
  President Tamra Hurst presented the renewal recommendation including authorization of AESA to enter into an agreement with George Wilson to provide Executive Director services for 2020, with no changes from 2019 in the amount payable to AESA under the agreement.
  - **ACTION ITEM: Approval of the agreement as presented.**
    - Motion to Approve: Elmo Kallner, OH
    - Second: Jane Eastes, ND
    - Motion Carried: Unanimous

*George Wilson returned to the meeting at 3:52 p.m.*
*John Bass returned to the meeting at 3:52 p.m.*

**DISCUSSION IEMS**

The following discussion items were addressed by the Executive Committee:

- General discussion related to AESA and promotion of strategic of partners.

*Elmo Kallner left the meeting at 3:57 p.m.*
*Elmo Kallner returned to the meeting at 4:00 p.m.*

*David Mahalko left the meeting at 4:00 p.m.*
*David Mahalko returned to the meeting at 4:07 p.m.*

- National Cooperative Procurement Partners (NCCP) Membership at $10K annually.
- Strategy 7 Reclassification _Advocacy
- New State Member – The Arizona agency that was considering membership in AEPA has declined.

**Gripes, Praises and Celebrations**

- Tamra Hurst, OH, shared that Elmo Kallner, OH, will be retiring soon, with a timeline to be determined.

**ACTION ITEMS**

- **Motion to adjourn**
  - Motion to Approve: David Mahalko, WA
  - Second: Tina Smith, KS
  - Motion Carried: Unanimous

**Meeting adjourned 4:23 p.m.**

Respectfully Submitted,

Tina M. Smith
Tina Smith, KS, Secretary

_____
Tamra Hurst, OH, President

_____
George Wilson, Executive Director

Minutes

**AEPA EXECUTIVE COMMITTEE MEETING**
**EMBASSY SUITES, SCOTTSDALE, AZ**
**JANUARY 23-24, 2020**

**THURSDAY, JANUARY 23, 2020**

The meeting of the Executive Committee of the Association of Education Purchasing Agencies (AEPA) was called to order by President Tamra Hurst, OH at 8:21 A.M. local time. Following roll call it was determined that the following members were present and constituted the quorum needed to conduct business:

| VOTING | | PRESENT | NON-VOTING | | PRESENT |
|---|---|---|---|---|---|
| FL | Larche Hardy | X | AEPA | George Wilson | X |
| KS | Tina Smith | X | AESA | John Bass | X |
| MI | Anna Marie Hollander | X | | | |
| ND | Jane Eastes | X | | | |
| NM | Robin Strauser | X | | | |
| OH | Tamra Hurst | X | | | |
| TX | Andrew Pickens | X | | | |
| WA | David Mahalko | X | | | |

**ACTION ITEMS**

- **Approval of January 23-24, 2020 Executive Committee Agenda**
  - Motion to Approve as Presented: NM
  - Second: WA
  - Motion Carried: Unanimous
- **Approval to waive the reading of minutes of December 2, 2019 Executive Committee Meeting**
  - Motion to Approve: KS
  - Second: FL
  - Motion Carried: Unanimous
- **Action Item: Approval of minutes of December 2, 2019**
  - Motion to Approve: TX
  - Second: WI
  - Motion Carried: Unanimous
- **Action Item: Approval of Financial Report Finance Committee, Treasurer Dave Mahalko**
  - Motion to Approve: KS
  - Second: ND
  - Motion Carried: Unanimous

## REPORTS

- **Committee Reports**
  - **Bid Committee: Jane Eastes, ND**
    - 020.5 Bid Update from Jane Eastes, ND.
      - **Action Item: Approval Move Safety and Security Bid (Larche Hardy, Chair) to 021 cycle**
        - Motion to Approve: FL
        - Second: WI
        - Motion Carried: Unanimous
    - Jane Eastes, ND, provided an update on the 021 Bid timelines and approved categories.
      - Categories:
        - Athletic Field Lighting
        - Copiers, MFPs, Printer and Managed Print Services
        - Disaster Recovery Services (New)
        - Hardwood and Synthetic Flooring
        - HVAC Systems (New)
        - Roofing and Related Services
    - George Wilson, Executive Director, provided a review of the work, including upcoming expectations, for the AEPA Bid Specification Writer and Bid Manager Positions.
  - **Website Committee: Craig Peterson, NE**
    Craig Peterson, NE, joined via Zoom to update the Executive Committee on the AEPA website, including discussion on calendars, file downloads, forms, and data. An invoice template will be created based on member reported sales.
  - **AEPA Strategic Goal: George Wilson, Executive Director**
    Executive Director George Wilson provided an update of the strategic goals, with a review of items that could have impact on goal attainment, including:
    - Statutory/legislative challenges, use of E-Rate dollars, and federal endorsement of cooperative purchasing.
    - The Executive Committee participated in discussion regarding opportunities for AEPA vendors in individual states, enhancing processes, new categories, and adding states.
    - An update was provided by each Executive Committee member leading a strategy.

## DISCUSSION - DEEP DIVE II

Bid committee chair, Jane Eastes, ND, lead group discussion on the following topics related to AEPA bid strategies:

- Methods for getting the best feedback to determine bid categories
- Limiting the number of new bid categories to consider in each bid cycle
- Possible criteria for a .5 bid
- Potential use of RFP vs IFB for select categories

## REPORTS

- **AEPA Strategic Goal: George Wilson, Executive Director**
  Executive Director George Wilson provided an update of the strategic goals, with a review of items that could have impact on goal attainment, including:
  - Statutory/legislative challenges, use of E-Rate dollars, and federal endorsement of cooperative purchasing.
  - The Executive Committee participated in discussion regarding opportunities for AEPA vendors in individual states, enhancing processes, new categories, and adding states.
  - An update on activities and progress was provided by each Executive Committee member leading a strategy.
- **Professional Development Committee: Andrew Pickens, TX**
  Andrew Pickens provided an update on professional development opportunities for AEPA meetings and construction of a three-year plan, which could include delivery from AEPA member states and Ed Pabor, Bid Specification Writer.

**Meeting Adjourned: 3:54 p.m.**

- Motion to Approve: David Mahalko, WA
- Second: Tina Smith, KS
- Motion Carried: Unanimous

**Meeting Resumed: Friday, January 24, 2020, 8:25 a.m.**

The meeting of the Executive Committee of the Association of Educational Purchasing Agencies resumed with the following members present:

| VOTING | | PRESENT | NON-VOTING | | PRESENT |
|---|---|---|---|---|---|
| FL | Larche Hardy | X | AEPA | George Wilson | X |
| KS | Tina Smith | X | AESA | John Bass | X |
| MI | Anna Marie Hollander | X | | | |
| ND | Jane Eastes | X | | | |
| NM | Robin Strauser | X | | | |
| OH | Tamra Hurst | X | | | |
| OH | Elmo Kallner | X | | | |
| TX | Andrew Pickens | X | | | |
| WA | David Mahalko | X | | | |

## DISCUSSION

- **Committees for 2020**
  President Tamra Hurst, OH, shared the committee lists for 2020 with the group. Committee lists are provided on the AEPA website.

**DISCUSSION**

- **Meeting Timeframe Discussion**
  President Tamra Hurst, OH, and Executive Director George Wilson lead discussion regarding the timeframe to schedule the annual Winter Meeting and the feedback received from member states and vendors. A new survey will be distributed, with feedback to be collected from one member state representative and one vendor representative.

**REPORTS**

- **Meeting Planning Committee: Tina Smith, KS**
  Tina Smith, KS, provided a recap of the fall meeting in Scottsdale, including financials. An overview of survey results was shared with the group. The upcoming Spring Meeting in Austin was discussed, including the general agenda timelines and vendor roundtable schedules.
- **Policies, Procedures, Bylaws Committee: Robin Strauser, NM**
  Robin Strauser, NM, recently named chair of the committee, is in the process of reviewing documents and will bring recommendations through the committee.
- **Marketing Committee: Larche Hardy, FL**
  Larche Hardy, FL, shared long-term marketing strategies, to include a social media presence managed by Mitchell Lilly, WI. More information on strategic direction will be provided after the next committee call. A draft contract with MultiView, Inc. a digital solutions and marketing company, will be shared with the President.
- **Nominating Committee: Tamra Hurst, OH**
  President Tamra Hurst, OH, shared that Jeremy Kovash. ND, will chair the Nominating Committee.
- **Other items of interest: George Wilson, Executive Director**
  - Executive Director George Wilson provided a summary of the vendor meeting held during the Winter Meeting in Scottsdale and shared that vendors expressed an interest in having a vendor advisory council, as well as a vendor mentoring program.
  - President Tamra Hurst, OH, shared the legal opinion from AEPA counsel Regina Jackson on how public requests for information received from AEPA should be handled and whose law governs.
  - Executive Director George Wilson shared the upcoming renewal information for Directors and Officers insurance.

*George Wilson and John Bass left the meeting at 10:23 a.m.*

- President Tamra Hurst, OH, lead discussion on the Strategic Alliance Agreement between AEPA and AESA, with a current term of one calendar year. The executive committee discussed the potential to enter into a multi-year agreement with AESA due to the employment of the Executive Director. The President will discuss the potential of a two-year agreement with AESA and report back to the Executive Committee.

*George Wilson and John Bass returned to the meeting at 10:36 a.m.*

**Meeting Adjourned: 10:45 a.m.**

- Motion to Approve: David Mahalko, WA
- Second: Tina Smith, KS
- Motion Carried: Unanimous

Respectfully Submitted,

Tina Smith, KS, Secretary

Tamra Hurst, OH, President

George Wilson, Executive Director

--------- Forwarded message ---------
From: **aepacoop@gmail.com** <aepacoop@gmail.com>
Date: Thu, Mar 12, 2020 at 8:56 AM
Subject: New submission from AEPA Application for Membership
To: <aepacoop@gmail.com>

## Introduction

**Legal Name of Entity:**

Carolinas Alliance 4 Innovation, Inc.

**Agency Address**

101 North Main Street
Suite 1400
Greenville, South Carolina 29601
United States
Map It

**Agency Address:**

1907 Bethel Road, Simpsonville, SC 29681

**Primary Contact Name:**

Fred Payne

**Primary Contact Title**

Board Member, Director of Coordinator

**Primary Contact Phone:**

(864) 884-8899

**Primary Contact E-mail:**

Fred.Payne@ca4i.org

**Check below which one best describes your type of entity:**

- Private Entity

**Select all that apply to your entity:**

- Are you a Non-Profit
- Are you subject to an "Open Meetings" law/provision
- Are you subject to a "Public Information Act" law/provision

**Describes who owns or controls your entity:**

Board of Directors

**Select all that apply to your entity:**

- Provide products or services to public school districts in your state

- Provide products or services to public school districts outside your state
- Provide products or services to private schools in your state
- Provide products or services to private schools outside your state
- Provide products or services to other public entities (cities, counties) in your state
- Provide products or services to other public entities outside your state.
- Provide products or services to non-profit entities (churches, hospitals) in your state.
- Provide products or services to non-profit entities outside your state
- Provide products or services to private entities in your state
- Provide products or services to private entities outside your state

## Complete the following regarding your relationship to other entities:

**How many School Districts are in your state?**

50+

**What is the Student population in your state?**

About 750,000

**How many ESC/ESA/ESD's are in your state?**

Not known

**How many of these ESC/ESA/ESD's does your agency represent when bidding?**

Not known

**To what organizations do you belong?**

Starting to provide cooperative purchasing services to governmental, educational and other agencies.

## Complete the following if you provided cooperative purchasing in your state last year:

**How many districts in your state purchased through your contracts last year?**

The City of Greenville, SC, purchased lighting services with FSG through Kentucky AEPA in 2019.

**How many ESC/ESA/ESD's in your state purchased through your contracts last year?**

None, but we could have provided the FSG contract to Greenville

**What were your total sales last year?**

0 - not organized

**What were your total sales in your state last year?**

0 - not organized

## Complete the following requests:

**Identify the products and services you provide to school districts and other entities, and if you work with other states, list them.**

Identifying the services now, A special focus can include "smart urban infrastructure" equipment, supplies, and services, including lighting, sensors, electronics, cameras, cyber-security, and crises alert systems for use in advanced communications and transportation. Could also include various school, office, paper, art, audio-visual, furniture, first aid, sports, playground supplies and equipment.

**Discuss your capacity and resources to deliver a high quality cooperative purchasing program.**

Carolinas Alliance 4 Innovation, Inc. was formed in 2017 as a 501.c.6 private corporation that serves as a voluntary consortium of public-private partners to promote public benefit through innovation for economic and community development. Our team has advised numerous public and private entities on "smart" solutions to transportation, communication, infrastructure, engineering, and education issues. We have been involved in coordinating and writing grant applications valued at millions, and have provided exemplary civil service for our partners. Smart City Connects has recognized CA4I for a "Smart 50" award in 2018 (Outstanding Community Organization) and in 2020 (Smart Urban Infrastructure). Our Board Members are leaders in government, public & private education, engineering, and non-profit organizations.

**Describe your relationship to other ESA's in your state, if ESA's exist in your state.**

We do not have any direct relationship or knowledge of ESA clients at this time.

**Describe your relationship with AESA.**

We are an applicant for membership in AEPA. We have had several telephone and email contacts with George Wilson who has been a great Ambassador for AEPA and AESA.

**Please upload the signed MOU**

- CA4I-AEPA-MOU-3-11-2020.pdf

## Please complete the digital signature block.

**Digital SIgnature**

Fred Payne

**Date**

03/12/2020

**Title**

CA4I Board Member and Coordination Director

# AEPA
# Balance Sheet - Cash Basis
## As of March 31, 2020

| | Mar 31, 20 | |
|---|---|---|
| **ASSETS** | | |
| **Current Assets** | | |
| **Checking/Savings** | | |
| **American Bank** | | |
| **American Bank-Checking** | 84,181.42 | |
| **Total American Bank** | | 84,181.42 |
| **Bank of America** | | |
| **AEPA - Checking** | 34,656.59 | |
| **Total Bank of America** | | 34,656.59 |
| **Total Checking/Savings** | | 118,838.01 |
| **Total Current Assets** | | 118,838.01 |
| **Fixed Assets** | | |
| **Accum. Depreciation** | | -47.00 |
| **Computer Equipment** | | 936.92 |
| **Total Fixed Assets** | | 889.92 |
| **TOTAL ASSETS** | | **119,727.93** |
| **LIABILITIES & EQUITY** | | |
| **Equity** | | |
| **Unrestricted Net Assets** | | 179,590.26 |
| **Net Income** | | -59,862.33 |
| **Total Equity** | | 119,727.93 |
| **TOTAL LIABILITIES & EQUITY** | | **119,727.93** |

# AEPA
# Profit & Loss-Month and Year to Date-Cash Basis
## March 2020

| | Mar 20 | Jan - Mar 20 |
|---|---|---|
| **Ordinary Income/Expense** | | |
| **Expense** | | |
| **Contract Services** | | |
| **Accounting Fees** | 0.00 | 1,132.68 |
| **AESA** | 20,595.00 | 20,595.00 |
| **Legal Fees** | 389.50 | 389.50 |
| **Outside Contract Services** | 324.00 | 852.00 |
| **Website development** | 11,750.00 | 11,750.00 |
| **Total Contract Services** | 33,058.50 | 34,719.18 |
| **Operations** | | |
| **Postage, Mailing Service** | 0.00 | 80.85 |
| **Supplies** | 40.82 | 40.82 |
| **Total Operations** | 40.82 | 121.67 |
| **Other Types of Expenses** | | |
| **Insurance - Liability, D and O** | 0.00 | 1,961.38 |
| **Marketing** | 2,083.33 | 2,083.33 |
| **Memberships and Dues** | 190.00 | 190.00 |
| **Total Other Types of Expenses** | 2,273.33 | 4,234.71 |
| **Travel and Meetings** | | |
| **Conference, Convention, Meeting** | 0.00 | 20,788.86 |
| **Total Travel and Meetings** | 0.00 | 20,788.86 |
| **Total Expense** | 35,372.65 | 59,864.42 |
| **Net Ordinary Income** | -35,372.65 | -59,864.42 |
| **Other Income/Expense** | | |
| **Other Income** | | |
| **Investments** | | |
| **Interest-Checking/Savings** | 0.73 | 2.09 |
| **Total Investments** | 0.73 | 2.09 |
| **Total Other Income** | 0.73 | 2.09 |
| **Net Other Income** | 0.73 | 2.09 |
| **Net Income** | -35,371.92 | -59,862.33 |

# AEPA
## General Ledger- Three months
Cash Basis — As of March 31, 2020

| Type | Date | Num | Name | Memo | Paid Amount | Balance |
|---|---|---|---|---|---|---|
| **American Bank** | | | | | | 84,179.33 |
| **American Bank-Checking** | | | | | | 84,179.33 |
| Deposit | 01/31/2020 | | | Interest | 0.69 | 84,180.02 |
| Deposit | 02/29/2020 | | | Interest | 0.67 | 84,180.69 |
| Deposit | 03/31/2020 | | | Interest | 0.73 | 84,181.42 |
| Total American Bank-Checking | | | | | 2.09 | 84,181.42 |
| Total American Bank | | | | | 2.09 | 84,181.42 |
| **Bank of America** | | | | | | 94,521.01 |
| **AEPA - Checking** | | | | | | 94,521.01 |
| Check | 01/09/2020 | 2126 | Southeast Kansas Education Service Ce... | | -268.48 | 94,252.53 |
| Check | 01/09/2020 | 2127 | Konica Minolta Business Solutions, USA | | -100.00 | 94,152.53 |
| Check | 01/09/2020 | 2128 | AEA Purchasing | | -100.00 | 94,052.53 |
| Check | 01/09/2020 | 2129 | Partac Peat | | -100.00 | 93,952.53 |
| Check | 01/09/2020 | 2130 | Panhandle Area Educational Consortium | | -100.00 | 93,852.53 |
| Check | 01/09/2020 | 2131 | Hellas Construction | | -550.00 | 93,302.53 |
| Check | 01/09/2020 | 2132 | VOID | | 0.00 | 93,302.53 |
| Check | 01/09/2020 | 2133 | Edward Pabor | | -36.00 | 93,266.53 |
| Check | 01/09/2020 | 2134 | Kathleen R. Lane, CPA | | -1,213.53 | 92,053.00 |
| Check | 01/23/2020 | 2135 | Visa | Tina Smith | -18,728.22 | 73,324.78 |
| Check | 01/27/2020 | 2136 | Hub International | | -1,961.38 | 71,363.40 |
| Check | 02/06/2020 | 2137 | Edward Pabor | | -492.00 | 70,871.40 |
| Check | 02/20/2020 | 2138 | Visa | T Smith | -842.16 | 70,029.24 |
| Check | 03/05/2020 | 2139 | Edward Pabor | | -324.00 | 69,705.24 |
| Check | 03/05/2020 | 2140 | Custom Creative, LLC | | -6,400.00 | 63,305.24 |
| Check | 03/05/2020 | 2141 | Custom Creative, LLC | | -5,350.00 | 57,955.24 |
| Check | 03/12/2020 | 2142 | AESA | | -20,595.00 | 37,360.24 |
| Check | 03/12/2020 | 2143 | NIGP | | -190.00 | 37,170.24 |
| Check | 03/26/2020 | 2144 | Visa | D.Mahalko Visa | -2,083.33 | 35,086.91 |
| Check | 03/26/2020 | 2145 | ELPO Legal | | -389.50 | 34,697.41 |
| Check | 03/26/2020 | eft | Bank of America | | -40.82 | 34,656.59 |
| Total AEPA - Checking | | | | | -59,864.42 | 34,656.59 |
| Total Bank of America | | | | | -59,864.42 | 34,656.59 |
| **Accum. Depreciation** | | | | | | -47.00 |
| Total Accum. Depreciation | | | | | | -47.00 |
| **Computer Equipment** | | | | | | 936.92 |
| Total Computer Equipment | | | | | | 936.92 |
| **Unrestricted Net Assets** | | | | | | -179,590.26 |
| Total Unrestricted Net Assets | | | | | | -179,590.26 |
| **Contract Services** | | | | | | 0.00 |
| **Accounting Fees** | | | | | | 0.00 |
| Check | 01/09/2020 | 2134 | Kathleen R. Lane, CPA | 4th qtr 2019 | 1,132.68 | 1,132.68 |
| Total Accounting Fees | | | | | 1,132.68 | 1,132.68 |
| **AESA** | | | | | | 0.00 |
| Check | 03/12/2020 | 2142 | AESA | 1st quarter 2020 ED | 20,595.00 | 20,595.00 |
| Total AESA | | | | | 20,595.00 | 20,595.00 |
| **Legal Fees** | | | | | | 0.00 |
| Check | 01/09/2020 | 2132 | VOID | ELPO duplicate payment see check#2... | 0.00 | 0.00 |
| Check | 03/26/2020 | 2145 | ELPO Legal | | 389.50 | 389.50 |
| Total Legal Fees | | | | | 389.50 | 389.50 |
| **Outside Contract Services** | | | | | | 0.00 |
| Check | 01/09/2020 | 2133 | Edward Pabor | | 36.00 | 36.00 |
| Check | 02/06/2020 | 2137 | Edward Pabor | | 492.00 | 528.00 |
| Check | 03/05/2020 | 2139 | Edward Pabor | Disaster Recovery solicitation | 324.00 | 852.00 |
| Total Outside Contract Services | | | | | 852.00 | 852.00 |
| **Website development** | | | | | | 0.00 |
| Check | 03/05/2020 | 2140 | Custom Creative, LLC | CRM Service inv#10275 | 6,400.00 | 6,400.00 |
| Check | 03/05/2020 | 2141 | Custom Creative, LLC | 2020 website maint and tec updates | 5,350.00 | 11,750.00 |
| Total Website development | | | | | 11,750.00 | 11,750.00 |
| Total Contract Services | | | | | 34,719.18 | 34,719.18 |
| **Operations** | | | | | | 0.00 |
| **Postage, Mailing Service** | | | | | | 0.00 |

# AEPA
# General Ledger- Three months
**Cash Basis** — **As of March 31, 2020**

| Type | Date | Num | Name | Memo | Paid Amount | Balance |
|---|---|---|---|---|---|---|
| Check | 01/09/2020 | 2134 | Kathleen R. Lane, CPA | | 80.85 | 80.85 |
| Total Postage, Mailing Service | | | | | 80.85 | 80.85 |
| **Supplies** | | | | | | 0.00 |
| Check | 03/26/2020 | eft | Bank of America | Check order | 40.82 | 40.82 |
| Total Supplies | | | | | 40.82 | 40.82 |
| Total Operations | | | | | 121.67 | 121.67 |
| **Other Types of Expenses** | | | | | | 0.00 |
| **Insurance - Liability, D and O** | | | | | | 0.00 |
| Check | 01/27/2020 | 2136 | Hub International | Insurance annual | 1,961.38 | 1,961.38 |
| Total Insurance - Liability, D and O | | | | | 1,961.38 | 1,961.38 |
| **Marketing** | | | | | | 0.00 |
| Check | 03/26/2020 | 2144 | Visa | Multiview Inc - DM Visa | 2,083.33 | 2,083.33 |
| Total Marketing | | | | | 2,083.33 | 2,083.33 |
| **Memberships and Dues** | | | | | | 0.00 |
| Check | 03/12/2020 | 2143 | NIGP | membership dues | 190.00 | 190.00 |
| Total Memberships and Dues | | | | | 190.00 | 190.00 |
| Total Other Types of Expenses | | | | | 4,234.71 | 4,234.71 |
| **Travel and Meetings** | | | | | | 0.00 |
| **Conference, Convention, Meeting** | | | | | | 0.00 |
| Check | 01/09/2020 | 2126 | Southeast Kansas Education Service Ce... | Winter meeting supplies | 268.48 | 268.48 |
| Check | 01/09/2020 | 2127 | Konica Minolta Business Solutions, USA | 2019 AEPA MVP | 100.00 | 368.48 |
| Check | 01/09/2020 | 2128 | AEA Purchasing | 2019 AEPA MVP | 100.00 | 468.48 |
| Check | 01/09/2020 | 2129 | Partac Peat | 2019 AEPA MVP | 100.00 | 568.48 |
| Check | 01/09/2020 | 2130 | Panhandle Area Educational Consortium | 2019 AEPA MVP | 100.00 | 668.48 |
| Check | 01/09/2020 | 2131 | Hellas Construction | 2019 sales performance winner -refun... | 550.00 | 1,218.48 |
| Check | 01/23/2020 | 2135 | Visa | Embassy Suites winter meeting | 18,728.22 | 19,946.70 |
| Check | 02/20/2020 | 2138 | Visa | T Smith-Embasssy Suites-AZ | 842.16 | 20,788.86 |
| Total Conference, Convention, Meeting | | | | | 20,788.86 | 20,788.86 |
| Total Travel and Meetings | | | | | 20,788.86 | 20,788.86 |
| **Investments** | | | | | | 0.00 |
| **Interest-Checking/Savings** | | | | | | 0.00 |
| Deposit | 01/31/2020 | | | Interest | -0.69 | -0.69 |
| Deposit | 02/29/2020 | | | Interest | -0.67 | -1.36 |
| Deposit | 03/31/2020 | | | Interest | -0.73 | -2.09 |
| Total Interest-Checking/Savings | | | | | -2.09 | -2.09 |
| Total Investments | | | | | -2.09 | -2.09 |
| **TOTAL** | | | | | 0.00 | 0.00 |

# AEPA
## Reconciliation Summary
### AEPA - Checking, Period Ending 03/31/2020

| | Mar 31, 20 | |
|---|---|---|
| **Beginning Balance** | | 72,668.40 |
| **Cleared Transactions** | | |
| **Checks and Payments - 8 items** | -13,738.98 | |
| **Total Cleared Transactions** | -13,738.98 | |
| **Cleared Balance** | | 58,929.42 |
| **Uncleared Transactions** | | |
| **Checks and Payments - 6 items** | -24,272.83 | |
| **Total Uncleared Transactions** | -24,272.83 | |
| **Register Balance as of 03/31/2020** | | 34,656.59 |
| **New Transactions** | | |
| **Checks and Payments - 1 item** | -1,201.23 | |
| **Deposits and Credits - 1 item** | 6,339.64 | |
| **Total New Transactions** | 5,138.41 | |
| **Ending Balance** | | 39,795.00 |

# AEPA
## Reconciliation Detail
### AEPA - Checking, Period Ending 03/31/2020

| Type | Date | Num | Name | Clr | Amount | Balance |
|---|---|---|---|---|---|---|
| **Beginning Balance** | | | | | | 72,668.40 |
| **Cleared Transactions** | | | | | | |
| **Checks and Payments - 8 items** | | | | | | |
| Check | 01/09/2020 | 2128 | AEA Purchasing | X | -100.00 | -100.00 |
| Check | 02/06/2020 | 2137 | Edward Pabor | X | -492.00 | -592.00 |
| Check | 02/20/2020 | 2138 | Visa | X | -842.16 | -1,434.16 |
| Check | 03/05/2020 | 2140 | Custom Creative, LLC | X | -6,400.00 | -7,834.16 |
| Check | 03/05/2020 | 2141 | Custom Creative, LLC | X | -5,350.00 | -13,184.16 |
| Check | 03/05/2020 | 2139 | Edward Pabor | X | -324.00 | -13,508.16 |
| Check | 03/12/2020 | 2143 | NIGP | X | -190.00 | -13,698.16 |
| Check | 03/26/2020 | eft | Bank of America | X | -40.82 | -13,738.98 |
| Total Checks and Payments | | | | | -13,738.98 | -13,738.98 |
| Total Cleared Transactions | | | | | -13,738.98 | -13,738.98 |
| **Cleared Balance** | | | | | -13,738.98 | 58,929.42 |
| **Uncleared Transactions** | | | | | | |
| **Checks and Payments - 6 items** | | | | | | |
| Check | 11/21/2019 | 2121 | Informa/Penton | | -1,005.00 | -1,005.00 |
| Check | 01/09/2020 | 2127 | Konica Minolta Busi... | | -100.00 | -1,105.00 |
| Check | 01/09/2020 | 2129 | Partac Peat | | -100.00 | -1,205.00 |
| Check | 03/12/2020 | 2142 | AESA | | -20,595.00 | -21,800.00 |
| Check | 03/26/2020 | 2144 | Visa | | -2,083.33 | -23,883.33 |
| Check | 03/26/2020 | 2145 | ELPO Legal | | -389.50 | -24,272.83 |
| Total Checks and Payments | | | | | -24,272.83 | -24,272.83 |
| Total Uncleared Transactions | | | | | -24,272.83 | -24,272.83 |
| **Register Balance as of 03/31/2020** | | | | | -38,011.81 | 34,656.59 |
| **New Transactions** | | | | | | |
| **Checks and Payments - 1 item** | | | | | | |
| Check | 04/02/2020 | 2146 | Kathleen R. Lane, C... | | -1,201.23 | -1,201.23 |
| Total Checks and Payments | | | | | -1,201.23 | -1,201.23 |
| **Deposits and Credits - 1 item** | | | | | | |
| Deposit | 04/02/2020 | | | | 6,339.64 | 6,339.64 |
| Total Deposits and Credits | | | | | 6,339.64 | 6,339.64 |
| Total New Transactions | | | | | 5,138.41 | 5,138.41 |
| **Ending Balance** | | | | | **-32,873.40** | **39,795.00** |

# AEPA
## Reconciliation Summary
### American Bank-Checking, Period Ending 03/31/2020

| | Mar 31, 20 | |
|---|---|---|
| **Beginning Balance** | | 84,180.69 |
| **Cleared Transactions** | | |
| **Deposits and Credits - 1 item** | 0.73 | |
| **Total Cleared Transactions** | 0.73 | |
| **Cleared Balance** | | **84,181.42** |
| **Register Balance as of 03/31/2020** | | 84,181.42 |
| **Ending Balance** | | 84,181.42 |

# AEPA
## Reconciliation Detail
### American Bank-Checking, Period Ending 03/31/2020

| Type | Date | Num | Name | Clr | Amount | Balance |
|---|---|---|---|---|---|---|
| **Beginning Balance** | | | | | | 84,180.69 |
| **Cleared Transactions** | | | | | | |
| **Deposits and Credits - 1 item** | | | | | | |
| Deposit | 03/31/2020 | | | X | 0.73 | 0.73 |
| Total Deposits and Credits | | | | | 0.73 | 0.73 |
| Total Cleared Transactions | | | | | 0.73 | 0.73 |
| Cleared Balance | | | | | 0.73 | 84,181.42 |
| Register Balance as of 03/31/2020 | | | | | 0.73 | 84,181.42 |
| **Ending Balance** | | | | | 0.73 | 84,181.42 |

# AEPA Financial Forecast

**As of March 31, 2020**

4/14/2020
9:12 AM

| Total Sales | | | | | | | $ 461,000,000.00 | $ 520,000,000.00 | $ 543,000,000.00 | $ 567,000,000.00 | $ 593,000,000.00 | $ 619,000,000.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | ACTUAL CY2012 | ACTUAL CY2013 | ACTUAL CY2014 | ACTUAL CY2015 | ACTUAL CY2016 | ACTUAL CY2017 | ACTUAL CY2018 | ACTUAL CY2019 | PROJ CY2020 | PROJ CY2021 | PROJ CY2022 | PROJ CY2023 |
| Beginning Cash Balance 1/1/xx | $ 119,520.88 | $ 87,271.61 | $ 134,513.35 | $ 176,107.24 | $ 261,466.10 | $ 227,088.90 | $ 141,486.86 | $ 160,659.11 | $ 179,590.26 | $ 208,477.13 | $ 235,527.00 | $ 260,779.27 |
| Income | | | | | | | | | | | | |
| Interest | $ 13.65 | $ 16.02 | $ 19.08 | $ 23.22 | $ 30.07 | $ 22.42 | $ 9.32 | $ 8.42 | $ 15.00 | $ 15.00 | $ 15.00 | $ 15.00 |
| Misc Revenue | $ - | $ - | $ 59.90 | $ - | $ - | $ 1,646.77 | $ - | $ - | $ - | $ - | | |
| Member Assessment | $ 74,866.04 | $ 127,847.72 | $ 172,922.26 | $ 180,374.87 | $ 172,923.17 | $ 170,102.68 | $ 175,684.11 | $ 170,636.09 | $ 252,106.17 | $ 260,050.00 | $ 268,450.00 | $ 277,550.00 |
| Membership Meeting Attendance | $ 36,780.00 | $ 42,100.00 | $ 88,769.51 | $ 99,688.00 | $ 45,900.00 | $ 76,792.04 | $ 77,371.95 | $ 82,665.73 | $ 85,145.70 | $ 87,700.07 | $ 90,331.08 | $ 93,041.01 |
| Total Income | $ 111,659.69 | $ 169,963.74 | $ 261,770.75 | $ 280,086.09 | $ 218,853.24 | $ 248,563.91 | $ 253,065.38 | $ 253,310.24 | $ 337,266.87 | $ 347,765.07 | $ 358,796.08 | $ 370,606.01 |
| Expenses | | | | | | | | | | | | |
| Business Expenses | $ 50.00 | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | | | |
| Outside Contract Services | $ 12,617.50 | $ 8,886.95 | $ 40,372.99 | $ 103,739.55 | $ 132,578.63 | $ 177,132.11 | $ 139,587.79 | $ 151,325.26 | $ 188,380.00 | $ 195,915.20 | $ 203,751.81 | $ 211,901.88 |
| Proj Outside Contract Services | | | | | | | | | | | | |
| Legal Fees | $ - | $ - | $ - | $ - | $ 7,191.62 | $ 1,886.00 | $ 2,111.50 | $ 2,808.50 | $ - | $ - | | |
| Operations | $ 5,107.32 | $ 29.79 | $ 39.60 | $ 1,192.74 | $ 49.04 | $ - | $ - | $ 489.59 | $ - | | | |
| Other | $ 18,915.70 | $ 11,618.76 | $ 23,173.15 | $ 8,009.68 | $ 3,009.17 | $ 36,029.69 | $ 27,212.95 | $ 26,927.48 | $ - | $ - | | |
| Refunds | $ 1,738.74 | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | | | |
| Marketing, Travel and Meetings | $ 105,479.70 | $ 102,186.50 | $ 156,591.12 | $ 81,785.26 | $ 110,401.98 | $ 119,118.15 | $ 64,980.89 | $ 52,781.26 | $ 120,000.00 | $ 124,800.00 | $ 129,792.00 | $ 134,983.68 |
| Proj Marketing, Travel, and Meetgs | | | | | | | | | | | | |
| Total Expenses | $ 143,908.96 | $ 122,722.00 | $ 220,176.86 | $ 194,727.23 | $ 253,230.44 | $ 334,165.95 | $ 233,893.13 | $ 234,332.09 | $ 308,380.00 | $ 320,715.20 | $ 333,543.81 | $ 346,885.56 |
| **Net Income/Loss** | **$ (32,249.27)** | **$ 47,241.74** | **$ 41,593.89** | **$ 85,358.86** | **$ (34,377.20)** | **$ (85,602.04)** | **$ 19,172.25** | **$ 18,978.15** | **$ 28,886.87** | **$ 27,049.87** | **$ 25,252.27** | **$ 23,720.45** |
| Accumulated Depreciation Adj. | | | | | | | | $ (47.00) | | | | |
| Ending Cash Balance 12/31/xx | $ 87,271.61 | $ 134,513.35 | $ 176,107.24 | $ 261,466.10 | $ 227,088.90 | $ 141,486.86 | $ 160,659.11 | $ 179,590.26 | $ 208,477.13 | $ 235,527.00 | $ 260,779.27 | $ 284,499.72 |

**Notes:**

1. Assumes AEPA would generate an invoice for assessment which is based on member reported sales
2. Assumes 4.5% annual growth in AEPA sales through 2023
3. Assumes $2,500 plus .00035% in assessment in CY19-23
4. Assumes a 3% increase in meeting attendance CY20-23
5. Assumes a 4% increase in expenditures (all line items) CY21-23
6. Includes 2020 Budgeted Outside Contract Services (Exec. Committee and Website Budget Requests)
7. Includes 2020 Budgeted Marketing, Travel and Meetings (Marketing and Meeting Budget Requests)

# Timeline for AEPA 021

| Task | Assigned To/Action By: | Date(s) |
|---|---|---|
| Review, change, and finalize Bid 021 templates | **Admin Bid Comm** | December 7, 2019 - May 3, 2020 |
| Schedule Conference Calls for Bid 021 Kickoff | **Bid Mgr** | March 10, 2019 |
| Kickoff of Bid 021<br>● Call with each category comm for overview of Bid 021<br>● Category Comm provides status update (research, potential respondents, layout of bid)<br>● Develop summary of outreach and findings<br>● Review presentation for April meeting | **Admin Bid Comm \| Category Comm \| Bid Mgr** | April 2 - 3, 2020 |
| Participation Survey sent to member states | **Bid Mgr** | April 2, 2020 |
| Participation Survey Due | **States** | April 20, 2020 |
| State Ts & Cs Due | **States** | April 27, 2020 |
| Presentation of 021<br>● Present on outreach and category specifications (i.e. scope, pricing layout)<br>● Member states to provide feedback | **Category Comm** | AEPA Spring Meeting April 28, 2020 |
| Approved templates for Part B & Part F sent to Category Comm | **Admin Bid Comm** | May 4, 2020 |
| Check in with Category Comm re: status of documents | **Admin Bid Comm \| Bid Mgr** | May 28 - 29, 2020 |
| Category Comm submit Part B and Part F to Bid Mgr | **Category Comm** | June 12, 2020 |
| Review Part B & F from Category Comm | **Admin Bid Comm \| Bid Mgr** | June 12 - June 19, 2020 |
| Admin Bid Comm approves Part B & Part F | **Admin Bid Comm** | Week of June 22, 2020 |
| Legal Notice sent to member states | **Bid Mgr** | July 1, 2020 |
| Finalize Bid 021 documents for Posting | **Bid Mgr** | July 6 - July 17, 2020 |
| Release Bid 021 via Public Purchase | **Bid Mgr** | July 20, 2020 |
| Non-required conference call for each bid category | **Admin Bid Comm \| Category Comm \| Bid Mgr** | August 12, 2020 |
| Question deadline | **Admin Bid Comm \| Category Comm** | August 24, 2020 |
| Addendum Deadline | **Admin Bid Comm \| Category Comm** | August 26, 2020 |
| Submit legal affidavits to BM | **States** | September 1, 2020 |
| Bid Opening - electronically via Zoom | **Admin Bid Comm \| Category Comm \| Bid Mgr** | September 9, 2020 1:30 p.m., est |
| Qualified responses available to Category Comm for evaluation | **Bid Mgr** | September 11, 2020 end of day |
| Notify qualified and non-qualified vendors | **Bid Mgr** | September 14, 2020 |
| Submit bid documents, responses, notification reports for posting | **Bid Mgr** | by September 23, 2020 |
| Discussion on potential recommendations | **Admin Bid Comm \| Category Comm \| Bid Mgr** | September 23-25, 2020 |
| Send recommendation to Bid Mgr | **Category Comm** | October 5, 2020 |

| | | |
|---|---|---|
| Review of recommendations | **Admin Bid Comm \| George & Tammy** | October 5 - 14, 2020 |
| Notify recommended Vendors; send invite to Winter 2020 meeting.<br>Notify non-recommended Vendor | **Bid Mgr** | October 15-16, 2020 |
| Recommendations sent for posting on AEPA website | **Bid Mgr** | November 13, 2020 |

AEPA Administrative Bid Committee

Summary of Work in Progress

April 27, 2020

**Work with Bid Managers and Category Committee Chairs:**

- Review and Update Bid #21 Timeline.
- Attend first round check in calls with Category Chairs – completed first 2 weeks in April, 2020.
- Sent bid templates for Part B (Specifications) and Part F (Pricing documents) to Category Committees. (Templates subject to language revisions).

**In Progress:**

- Webinar

Add a recorded Webinar for potential bidders explaining the AEPA Bid documents in more detail, give an overview of the forms and pricing sheets, review what needs to be returned for a successful submission (thanks to John Tortelli, NM, for the suggestion).

- Document Language Review and Potential Revision:

1. Financial Document requirements:

Currently requires submission of a letter of line of credit from the Bidder's chief financial institution, or for a publicly traded company a complete Annual Financial Report.

The Committee would like to propose accepting additional types of reports as evidence of financial health.

Draft Change:

NOTE: AEPA requires reports that describe the financial soundness of your organization. You will be asked to include a third-party report or reports that demonstrate your firm's strength. Accepted reports include audited financials (balance sheet and P&L statement) for the past three years, a Letter of Credit or Line of Credit from a bank or lending institution, Dun & Bradstreet reports, a complete Annual Financial Report (for publicly traded companies). Reports must be for the last three concurrent fiscal years. Scan the report(s) into a PDF

document and title as per the instructions. Alternatively, Bidders may choose to send the report(s) by email directly to the AEPA Executive Director, George Wilson, at georgewilson.aepa@outlook.com. The pdf report(s)must be received by the Executive Director before the due date and time of the bid opening.

2. Consolidate duplicated language for Disbarment and Suspension in Part A on pages 16 and 30.

3. Compare and review State Terms and Conditions with AEPA General Terms and Conditions to address duplication as much as possible.

- Request for Proposal (RFP) Templates

Begin discussion and drafting of Request for Proposal templates in anticipation of potential governing document changes.

- Continue drafting guidance for Category Committee chairs on the solicitation tools, how to use the templates, evaluation, and similar topics.

The Committee is meeting every other week to discuss improvements to the solicitation documents and provide support for Category Committees.

**Next Milestones:**

May check in calls with Category Committees

Part B, Specifications and Part F, Pricing Documents due to Administrative Bid Committee June 12, 2020.

Respectfully,

Jane Eastes, Anna Marie Hollander, Andrew Pickens, Ken Swink

# Association of Educational Purchasing Agencies, Inc.

# (AEPA)

# BYLAWS

# Association of Educational Purchasing Agencies, Inc. (AEPA)

# BYLAWS

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# Association of Educational Purchasing Agencies, Inc.

# (AEPA)

# BYLAWS

**ADOPTED July 27, 2007**

**AMENDED December 2, 2008**
**AMENDED September 17, 2010**
**AMENDED April 2013**
**AMENDED April 25, 2017**
**AMENDED April 9, 2019**

## ARTICLE 1. Membership of the Organization

SECTION 1.1 Membership

The Association of Educational Purchasing Agencies, Inc. (AEPA), a Nevada corporation, is a membership organization and its affairs shall be managed exclusively under the authority of its Board of Directors of the AEPA (Board).

SECTION 1.2 Limitation of Membership

AEPA will designate one member agency (hereinafter "Member") per state that is operating legally under the rules and regulations of that Member's state. Any additional educational entities that wish to participate in AEPA will negotiate with the authorized Member within that entity's state and participate through that Member in a manner in which the entity and Member agree, providing such agreement is not in conflict with any Board Policies or Procedures of AEPA. The Member will be the only communication link between AEPA and the non-Member entity in that Member's state.

SECTION 1.3 Membership Application

To become a Member of AEPA, a prospective member agency will submit to the President of AEPA an approved *Memorandum of Understanding* and *AEPA Application for Membership*, both signed by authorized Officers of the prospective member, making known their request for membership to AEPA.

SECTION 1.4 Membership Approvals

Membership must be approved by a majority vote of the total membership.

SECTION 1.5 Termination of Membership

Membership in AEPA may be terminated at the request of the Member or at any time by a vote of the majority of the total membership.

SECTION 1.6 Fiscal Liability

No Member shall be responsible for the debts, obligations or representations of any other Member.

## ARTICLE 2. Board of Directors

SECTION 2.1 Number of Directors

The Board shall be composed of not more than two Directors per Member.

The Board shall increase or decrease the number of Directors with the addition or loss of Members. However, no action by the Board in increasing or decreasing the number of Directors shall have the effect of shortening any Director's term of office unless his/her membership terminates.

SECTION 2.2 Identification of the Board

The Member may change its Director(s) at will.

SECTION 2.3 Action by Unanimous Written Consent

If and when the Directors shall severally or collectively consent in writing to any action to be taken by AEPA, such action shall be as valid corporate action as though it had been authorized at a meeting of the Board. Consent in writing shall include email transactions.

SECTION 2.4 Power to Make Bylaws

The Board shall have power to make and amend any Bylaw or Bylaws, providing that the Board shall not make or alter any Bylaw or Bylaws fixing the qualifications, classifications or term of office of any Director of the then-existing Board.

SECTION 2.5 Power to Elect Corporate Officers

The Board shall elect from among the Directors a President, one or more Vice-Presidents, a Secretary and a Treasurer for the Corporation.

SECTION 2.6 Power to Elect Other Officers and Appoint Agents

The Board shall have power to elect such other Officers and appoint agents as the Board may deem necessary for transactions of the business of the Corporation.

2.6.1 Ex-officio Directors

At the discretion of the Board Ex-officio directors may be appointed to carry forth the duties as set forth by the Board for said Director. The Ex-officio Director is considered to be a non-voting member of the Board.

SECTION 2.7 Removal of Officers and Agents

Any Officer or agent may be removed by the Board whenever in the judgment of the Board the business interests of AEPA will be served thereby. Removal shall be by a vote of the majority of the total membership.

SECTION 2.8 Power to Fill Vacancies

The Board shall have power to fill any vacancy in any office occurring for any reason whatsoever.

SECTION 2.9 Delegation of Powers

For any reason deemed sufficient by the Board, whether occasioned by absence or otherwise, the Board may delegate all or any of the powers and duties of any office to any other Officer or Director, but no Officer or Director shall execute, acknowledge or verify any instrument in more than one capacity.

SECTION 2.10 Power to Require Bonds

The Board at its expense may require any Officer or agent to file with AEPA a satisfactory bond conditioned for faithful performance of his or her duties.

SECTION 2.11 Compensation

The compensation, if any, of Directors, Officers and agents shall be fixed by the Board.

SECTION 2.12 Duties

The Board shall have the control and general management of the affairs and business of AEPA. In performing duties a Director must do so in good faith, with the care an ordinarily prudent person in a like position would exercise under similar circumstances, and in a manner that the Director reasonably believes to be in the best interests of the mission, goals and purposes of the organization. An individual who has special skills or expertise has a duty to use such skills or expertise.

The duties of the Board shall include:

2.12.1 Establishing basic organizational and management Bylaws, Policies and Procedures.

2.12.2 Establishing, reviewing and approving program objectives and performance measures and significant transactions.

2.12.3 Hiring an independent auditor and reviewing and approving auditing and accounting principles and practices used in preparing the organization's financial statements.

2.12.4 Reviewing and approving the organization's budget and financial objectives, as well as investments, joint ventures and business transactions.

2.12.5 Establishing such policies as self- dealing, compensation of key employees and conflict of interest policies as deemed appropriate.

2.12.6 Establishing and overseeing a compliance program to address regulatory and liability concerns.

2.12.7 Ensuring that any salaries, wages, together with fringe benefits or other forms of compensation paid to or provided to an employee, Officer or Director do not exceed a value which is reasonable and commensurate with the duties and working hours associated with such employment and with the compensation ordinarily paid persons in similar positions with similar duties. In so doing, the Board shall make inquiry into and consider the compensation paid to individuals in other organizations similarly situated; and

2.12.8 At its discretion, the Board may designate a committee to perform any of the above duties.

2.12.9 Any employee or an individual having a contract for services, rendered on behalf of AEPA Inc., will adhere to all Bylaws, Policies and Procedures of AEPA Inc.

## ARTICLE 3. Meetings

SECTION 3.1 Place of Meetings

Any or all meetings of the Board of AEPA may be held within or outside the State of Nevada. Date and location of all meetings will be determined by approved Board action and reflected in meeting minutes.

In the rare case when a meeting of the full Board, where Directors are physically present is impossible or ill-advised due to extenuating circumstances, AEPA Officers may decide to hold a "Virtual" meeting utilizing whatever electronic media is deemed appropriate to hold a meeting where a quorum of Directors are able to attend. Such virtual meetings may be the result of, but not limited to, the case of local, state or national emergencies or Acts of God prohibiting travel to the physical place of the scheduled meeting or where the congregation of groups the size of the AEPA Board would be banned by local, state or federal authorities.

SECTION 3.2 Annual Meeting

An Annual Meeting of the Board shall be held in the month of March or April, the purposes of which shall be the validation of a Board, annual financial review, election of Officers and transacting any other business properly brought before it.

SECTION 3.3 Notice of Annual Meeting

At least three (3) months prior to the date fixed by Section 3.2 of this Article for the holding of the Annual Meeting of the Board, written notice, including the time and place of such meeting, shall be mailed or emailed, as herein provided, to each Member of the Board entitled to vote at such meeting.

SECTION 3.4 Delayed Annual Meeting

If, for any reason, the Annual Meeting of the Board shall not be held during the months of March or April, such meeting may be called and held as a special meeting, and the same proceedings may be had there as at an Annual Meeting, provided that the Notice of such meeting shall be the same herein required for the annual meeting, namely, not less than a three (3) month notice.

SECTION 3.5 Order of Business at Annual Meeting

The order of business at the Annual Meeting of the Board shall be as follows:

3.5.1. Roll Call

3.5.2. Reading Notice and Proof of Mailing

3.5.3. Reading of Minutes of Last Meeting

3.5.4. Report of President

3.5.5. Report of Secretary – validation of the Board

3.5.6. Report of Treasurer – annual financial report

3.5.7. Election of Officers

3.5.8. Transaction of Other Business

Transaction of other business mentioned in the Notice, or other business or issues which a majority of the Directors present decide should be added to the Agenda.

3.5.9. Adjournment

In the absence of any objection, the presiding officer may vary the order of business at his or her discretion.

SECTION 3.6 Regular Meeting of the Board

A Regular Meeting of the Board shall be held in the month of October, November or December. Three (3) month Notice of regular meetings of the Board shall be required.

3.6.1 Open Meetings

Any meeting (Board of Directors, or Executive Committee) of AEPA Inc. shall be considered an open meeting unless action by the Board dictates the meeting to be closed. Before closing a meeting, the Board shall make a statement on the record and provide the specific grounds for the meeting to be closed. Such grounds may include but are not limited to: alleged victims or reporters of criminal sexual conduct, domestic violence, maltreatment, active criminal investigations, non-public data, medical records, consideration of allegations or charges of an employee or Director, labor negotiations, employee evaluations, property transactions, security matters or upon the advice of legal counsel to maintain attorney-client privilege.

SECTION 3.7 Special Meeting of the Board

Special meetings of the Board may be called by a majority of the Directors with three (3) months' Notice by mail or email. Action taken at any such meeting shall not be invalidated for want of notice if such notice shall be waived as provided in Section 3.9 Hereof.

SECTION 3.8 Notices and Mailings

All Notices required to be given by any provision of these Bylaws shall state the authority pursuant to which they are issued (such as "by order of the President," or "by order of the Board" as the case may be). Notice may be given by United States mail and shall be deemed duly served when the same has been deposited in the United States mail, first class, with postage fully prepaid, plainly addressed to the addressee at his or her last address appearing upon the records of AEPA. Notice may also be provided by email sent to the addressee's last email address appearing on the records of AEPA provided such notice is verified by receipt.

SECTION 3.9 Waiver of Notice

Notice of the time, place and purpose of any meeting of the Board may be waived in writing, either before, during or after such meeting has been held.

SECTION 3.10 Roberts Rules of Order

Meetings shall be conducted according to Roberts Rules of Order.

## ARTICLE 4. Quorum

SECTION 4.1 Quorum

A majority of the total number of Members shall constitute a quorum. A quorum shall

be required to take action at any meeting of the Board, unless otherwise stated. ~~These same quorum rules would apply in the event of a Virtual meeting~~.

## ARTICLE 5. Voting, Elections and Proxies

SECTION 5.1 Who Is Entitled to Vote

At every meeting of the Board, each Member has one vote upon each item of business submitted to a vote.

SECTION 5.2 Elections

Election of Officers shall be held annually at the spring meeting. Nominations for Officers shall be solicited by a nominating committee of three (3) Member representatives appointed by the AEPA President in advance of the meeting and from the floor prior to the vote. A person shall be elected to an office upon receipt of a majority vote. When there are two or more nominees for a position, there shall be a private written ballot counted by a committee of Directors.

SECTION 5.3 Proxies

Proxy voting is not allowed.

SECTION 5.4 Majority Voting

A majority of those Members constituting a quorum is required to take official action unless otherwise stated.

SECTION 5.5 Electronic Voting

5.5.1 The President may ~~use~~ authorize electronic voting when, in his or her opinion, it is not practical to hold the vote during membership meetings. An electronic vote by email will require that a motion be made and seconded. The motion, along with the name of the ~~Member~~ Director representatives who made the motion and seconded it, will be included in the email. A majority of the total membership is required to pass the motion.

5.5.2 In the event that a Virtual meeting is necessitated by factors stated in Article 3.1 above, then ~~electronic~~ voting would be allowed, in whatever manner deemed appropriate by the Officers, to conduct the business of AEPA.

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## ARTICLE 6. Corporate Officers

SECTION 6.1 Officer Eligibility

To be eligible to hold office with AEPA Inc. the officer must be a delegate of the Member agency.

SECTION 6.2 President

The President shall be elected by and from the membership of the Board. He or she shall be the Chief Executive Officer (CEO) of AEPA. The President is elected for a two-year term and will serve at the direction of the Board. The CEO along with

an appointed Executive Director shall have general and active management of the business of AEPA and shall see that all orders and resolutions of the Board are carried into effect. The CEO and the Executive Director shall be ex-officio members of all committees and shall have the general powers and duties of supervision and management usually vested in the office of president of a corporation. The President and the Executive Director shall be responsible for general operations of AEPA including, but not limited to, facilitating meetings, and fostering communication. The President will preside at all board meetings.

SECTION 6.3 Executive Director

The Executive Director is recommended by the Executive Committee and contracted to serve the association by a vote of the Board of AEPA. He or she shall have the responsibility of day to day management of the business of AEPA and shall see that all orders and resolutions of the Board are carried into effect. The Executive Director shall provide the President and Board regular and up-to-date information regarding the business of AEPA. The Executive Director shall support and assist to facilitate all committee meetings as needed with Committee Chairs. The Executive Director, along with the President of AEPA shall be jointly responsible to foster communication. The Executive Director shall facilitate all AEPA meetings.

SECTION 6.4 Vice Presidents

At least one Vice President shall be elected by the Board. Such Vice Presidents (indicated as First Vice President, Second Vice President, Third Vice President), in the order of their position rank, shall perform the duties and exercise the powers of the President during the absence or disability of the President. The Vice President(s) shall perform such other duties as may be delegated by the Board or by the President. The President and Vice President may not be from the same Member.

SECTION 6.5 Secretary

The Secretary shall be elected by the Board and shall be invited to attend all meetings of the Board, and shall preserve the books of AEPA, true minutes of the proceedings of all such meetings and record keeping including minutes of the meetings. If the Secretary is not in attendance, the President or meeting chair shall appoint a secretary pro-temp for that meeting. The minutes of the meeting will be distributed to all Members and placed on the AEPA website within 30 days of the meeting. The Secretary shall safely keep in his or her custody the seal of the Corporation and shall have the authority to affix the same to all instruments where its use is required. He or she shall give all notices required by statute, bylaw or resolution. He or she shall perform such other duties as may be delegated by the Board or by the President. The Secretary may not be from the same Member as the President or Vice Presidents.

SECTION 6.6 Treasurer

The Treasurer or President's designee shall have custody of all corporate funds and securities and shall keep in books, belonging to AEPA, full and accurate accounts of all receipts and disbursements; he or she shall deposit all monies, securities and other valuable effects in the name of AEPA in such depositaries as may be designated for that purpose by the Board. He or she shall disburse the funds of AEPA as may be ordered by the Board, taking proper vouchers for such disbursements, and shall render to the President and Directors at the

regular meetings of the Board, and whenever requested by them, an account of all his or her transactions as Treasurer and of the financial condition of AEPA. If required by the Board, he or she shall deliver to the President, and shall keep in force, a bond at the expense of AEPA in form, amount and with a surety or securities satisfactory to the Board, conditioned for faithful performance of the duties of his or her office, and for restoration to AEPA in case of his or her death, resignation, retirement or removal from office, of all books, papers, vouchers, money and property of whatever kind in his or her possession or under his or her control belonging to AEPA. He or she shall perform such other duties as may be delegated by the Board or by the President. The Treasurer may not be from the same Member as the President, Vice President(s) or Secretary.

SECTION 6.7 Term of Office

The term of office for all Officers shall be two (2) years or until their successors have been duly elected and qualified. The term of each office shall be July 1 through June 30. Election of the President and Treasurer shall be in odd-numbered years, and the Vice President(s) and Secretary in the even-numbered years. Election of Officers shall be held at the Annual Meeting of the Board or at a special meeting called for that purpose.

SECTION 6.8 Additional Officers

Additional Officers may be elected at the determination of the Board.

SECTION 6.9 Resignation

Any Officer of AEPA may resign at any time by giving written notice to the Officers of the Board. Such resignation shall take effect at the time specified therein; and unless otherwise specified therein, acceptance of such resignation shall not be necessary to make it effective.

## ARTICLE 7. Indemnification

SECTION 7.1 Indemnification

The Corporation will indemnify each Member, Director, Officer, and the Executive Director of AEPA, and their heirs, legal representatives and assigns, against expenses, costs and attorney's fees actually and reasonably incurred in connection with the defense of any action, suit or proceeding, civil or criminal, in which the Member, Director, Officer, and the Executive Director is made a party by reason of being or having been a Member, Director, Officer and the Executive Director of AEPA. The indemnification may include any amounts paid to satisfy a judgment or to compromise or settle a claim. The Member, Director or Officer will not be indemnified if he or she is adjudged to have been guilty of willful misconduct or recklessness in the performance of his or her duty to AEPA.

## ARTICLE 8. Corporate Seal

SECTION 8.1 Seal

The Board shall provide an appropriate seal bearing the name of the Corporation, which shall be the corporate seal. It shall be in the custody of the Secretary and shall be affixed to documents as authorized by these Bylaws, the President or by the Board.

SECTION 8.2 Failure to Affix Seal

The failure to affix the corporate seal shall not have any effect on the validity of any document.

## ARTICLE 9. Execution of Instruments

SECTION 9.1 Checks and Drafts

All checks, drafts and orders for payment of money shall be signed in the name of AEPA and shall be countersigned by such Officers or agents as the Board shall from time to time designate for that purpose.

SECTION 9.2 Contracts, Conveyances or Other Instruments

When the execution of any contract, conveyance or other instrument has been authorized without specification of the executing Officers, the President, or any Vice President, and the Secretary, may execute the same on behalf of AEPA and may affix the corporate seal thereto. The Board shall have power to designate the Officers and agents who shall have authority to execute any instrument on behalf of AEPA.

SECTION 9.3 Documents

All AEPA Inc. documents are property of the organization. They must be released back to the organization within 30 days in the event of an Officer, Director or agent of the Board's resignation or removal.

## ARTICLE 10. Power of Board to Borrow Money

SECTION 10.1 Borrowing Money

The Board shall have no power or authority to borrow money.

## ARTICLE 11. Adoption, Amendments and Precedence of Bylaws

SECTION 11.1 Adoption

These AEPA Bylaws are adopted by the Board of Directors on this 27th day of July 2007.

SECTION 11.2 Amendments

These Bylaws may be amended, altered, added to or repealed by the affirmative vote of two-thirds (2/3) of the total membership, providing the amendment, alteration, addition or repeal is proposed at an annual, regular or special meeting of the Board and adopted at a subsequent meeting.

SECTION 11.3 Precedence

Articles of Incorporation shall take precedence over the Bylaws. The Bylaws shall take precedence over the Board Policies and Procedures.

I hereby certify that the foregoing Bylaws of the Association of Educational Purchasing Agencies, Inc., a Nevada Corporation, consisting of 13 pages, are the Bylaws of this Corporation, adopted by its Board of Directors on September 17, 2010.

_____

Secretary

ATTEST:

_____

President

STATE OF INDIANA )

)

COUNTY OF CLARK )

On this__day of_in the year 2010 before me personally appeared Tom Post and Pam Clover, to me known to be (or proven to me on the basis of satisfactory evidence) the persons named in, and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

_____

Notary Public

My Commission Expires:

_____

# Association of Educational Purchasing Agencies, Inc.

# (AEPA)

# BYLAWS

# Association of Educational Purchasing Agencies, Inc. (AEPA)

# BYLAWS

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# Association of Educational Purchasing Agencies, Inc.

# (AEPA)

# BYLAWS

**ADOPTED July 27, 2007**

**AMENDED December 2, 2008**
**AMENDED September 17, 2010**
**AMENDED April 2013**
**AMENDED April 25, 2017**
**AMENDED April 9, 2019**

## ARTICLE 1. Membership of the Organization

SECTION 1.1 Membership

The Association of Educational Purchasing Agencies, Inc. (AEPA), a Nevada corporation, is a membership organization and its affairs shall be managed exclusively under the authority of its Board of Directors of the AEPA (Board).

SECTION 1.2 Limitation of Membership

AEPA will designate one member agency (hereinafter "Member") per state that is operating legally under the rules and regulations of that Member's state. Any additional educational entities that wish to participate in AEPA will negotiate with the authorized Member within that entity's state and participate through that Member in a manner in which the entity and Member agree, providing such agreement is not in conflict with any Board Policies or Procedures of AEPA. The Member will be the only communication link between AEPA and the non-Member entity in that Member's state.

SECTION 1.3 Membership Application

To become a Member of AEPA, a prospective member agency will submit to the President of AEPA an approved *Memorandum of Understanding* and *AEPA Application for Membership***,** both signed by authorized Officers of the prospective member, making known their request for membership to AEPA.

SECTION 1.4 Membership Approvals

Membership must be approved by a majority vote of the total membership.

SECTION 1.5 Termination of Membership

Membership in AEPA may be terminated at the request of the Member or at any time by a vote of the majority of the total membership.

SECTION 1.6 Fiscal Liability

No Member shall be responsible for the debts, obligations or representations of any other Member.

## ARTICLE 2. Board of Directors

SECTION 2.1 Number of Directors

The Board shall be composed of not more than two Directors per Member.

The Board shall increase or decrease the number of Directors with the addition or loss of Members. However, no action by the Board in increasing or decreasing the number of Directors shall have the effect of shortening any Director's term of office unless his/her membership terminates.

SECTION 2.2 Identification of the Board

The Member may change its Director(s) at will.

SECTION 2.3 Action by Unanimous Written Consent

If and when the Directors shall severally or collectively consent in writing to any action to be taken by AEPA, such action shall be as valid corporate action as though it had been authorized at a meeting of the Board. Consent in writing shall include email transactions.

SECTION 2.4 Power to Make Bylaws

The Board shall have power to make and amend any Bylaw or Bylaws, providing that the Board shall not make or alter any Bylaw or Bylaws fixing the qualifications, classifications or term of office of any Director of the then-existing Board.

SECTION 2.5 Power to Elect Corporate Officers

The Board shall elect from among the Directors a President, one or more Vice-Presidents, a Secretary and a Treasurer for the Corporation.

SECTION 2.6 Power to Elect Other Officers and Appoint Agents

The Board shall have power to elect such other Officers and appoint agents as the Board may deem necessary for transactions of the business of the Corporation.

2.6.1 Ex-officio Directors

At the discretion of the Board Ex-officio directors may be appointed to carry forth the duties as set forth by the Board for said Director. The Ex-officio Director is considered to be a non-voting member of the Board.

SECTION 2.7 Removal of Officers and Agents

Any Officer or agent may be removed by the Board whenever in the judgment of the Board the business interests of AEPA will be served thereby. Removal shall be by a vote of the majority of the total membership.

SECTION 2.8 Power to Fill Vacancies

The Board shall have power to fill any vacancy in any office occurring for any reason whatsoever.

SECTION 2.9 Delegation of Powers

For any reason deemed sufficient by the Board, whether occasioned by absence or otherwise, the Board may delegate all or any of the powers and duties of any office to any other Officer or Director, but no Officer or Director shall execute, acknowledge or verify any instrument in more than one capacity.

SECTION 2.10 Power to Require Bonds

The Board at its expense may require any Officer or agent to file with AEPA a satisfactory bond conditioned for faithful performance of his or her duties.

SECTION 2.11 Compensation

The compensation, if any, of Directors, Officers and agents shall be fixed by the Board.

SECTION 2.12 Duties

The Board shall have the control and general management of the affairs and business of AEPA. In performing duties a Director must do so in good faith, with the care an ordinarily prudent person in a like position would exercise under similar circumstances, and in a manner that the Director reasonably believes to be in the best interests of the mission, goals and purposes of the organization. An individual who has special skills or expertise has a duty to use such skills or expertise.

The duties of the Board shall include:

2.12.1 Establishing basic organizational and management Bylaws, Policies and Procedures.

2.12.2 Establishing, reviewing and approving program objectives and performance measures and significant transactions.

2.12.3 Hiring an independent auditor and reviewing and approving auditing and accounting principles and practices used in preparing the organization's financial statements.

2.12.4 Reviewing and approving the organization's budget and financial objectives, as well as investments, joint ventures and business transactions.

2.12.5 Establishing such policies as self- dealing, compensation of key employees and conflict of interest policies as deemed appropriate.

2.12.6 Establishing and overseeing a compliance program to address regulatory and liability concerns.

2.12.7 Ensuring that any salaries, wages, together with fringe benefits or other forms of compensation paid to or provided to an employee, Officer or Director do not exceed a value which is reasonable and commensurate with the duties and working hours associated with such employment and with the compensation ordinarily paid persons in similar positions with similar duties. In so doing, the Board shall make inquiry into and consider the compensation paid to individuals in other organizations similarly situated; and

2.12.8 At its discretion, the Board may designate a committee to perform any of the above duties.

2.12.9 Any employee or an individual having a contract for services, rendered on behalf of AEPA Inc., will adhere to all Bylaws, Policies and Procedures of AEPA Inc.

## ARTICLE 3. Meetings

SECTION 3.1 Place of Meetings

Any or all meetings of the Board of AEPA may be held within or outside the State of Nevada. Date and location of all meetings will be determined by approved Board action and reflected in meeting minutes.

In the rare case when a meeting of the full Board, where Directors are physically present is impossible or ill-advised due to extenuating circumstances, AEPA Officers may decide to hold a "Virtual" meeting utilizing whatever electronic media is deemed appropriate to hold a meeting where a quorum of Directors are able to attend. Such virtual meetings may be the result of, but not limited to, the case of local, state or national emergencies or Acts of God prohibiting travel to the physical place of the scheduled meeting or where the congregation of groups the size of the AEPA Board would be banned by local, state or federal authorities.

SECTION 3.2 Annual Meeting

An Annual Meeting of the Board shall be held in the month of March or April, the purposes of which shall be the validation of a Board, annual financial review, election of Officers and transacting any other business properly brought before it.

SECTION 3.3 Notice of Annual Meeting

At least three (3) months prior to the date fixed by Section 3.2 of this Article for the holding of the Annual Meeting of the Board, written notice, including the time and place of such meeting, shall be mailed or emailed, as herein provided, to each Member of the Board entitled to vote at such meeting.

SECTION 3.4 Delayed Annual Meeting

If, for any reason, the Annual Meeting of the Board shall not be held during the months of March or April, such meeting may be called and held as a special meeting, and the same proceedings may be had there as at an Annual Meeting, provided that the Notice of such meeting shall be the same herein required for the annual meeting, namely, not less than a three (3) month notice.

SECTION 3.5 Order of Business at Annual Meeting

The order of business at the Annual Meeting of the Board shall be as follows:

3.5.1. Roll Call

3.5.2. Reading Notice and Proof of Mailing

3.5.3. Reading of Minutes of Last Meeting

3.5.4. Report of President

3.5.5. Report of Secretary – validation of the Board

3.5.6. Report of Treasurer – annual financial report

3.5.7. Election of Officers

3.5.8. Transaction of Other Business

Transaction of other business mentioned in the Notice, or other business or issues which a majority of the Directors present decide should be added to the Agenda.

3.5.9. Adjournment

In the absence of any objection, the presiding officer may vary the order of business at his or her discretion.

SECTION 3.6 Regular Meeting of the Board

A Regular Meeting of the Board shall be held in the month of October, November or December. Three (3) month Notice of regular meetings of the Board shall be required.

3.6.1 Open Meetings

Any meeting (Board of Directors, or Executive Committee) of AEPA Inc. shall be considered an open meeting unless action by the Board dictates the meeting to be closed. Before closing a meeting, the Board shall make a statement on the record and provide the specific grounds for the meeting to be closed. Such grounds may include but are not limited to: alleged victims or reporters of criminal sexual conduct, domestic violence, maltreatment, active criminal investigations, non-public data, medical records, consideration of allegations or charges of an employee or Director, labor negotiations, employee evaluations, property transactions, security matters or upon the advice of legal counsel to maintain attorney-client privilege.

SECTION 3.7 Special Meeting of the Board

Special meetings of the Board may be called by a majority of the Directors with three (3) months' Notice by mail or email. Action taken at any such meeting shall not be invalidated for want of notice if such notice shall be waived as provided in Section 3.9 Hereof.

SECTION 3.8 Notices and Mailings

All Notices required to be given by any provision of these Bylaws shall state the authority pursuant to which they are issued (such as "by order of the President," or "by order of the Board" as the case may be). Notice may be given by United States mail and shall be deemed duly served when the same has been deposited in the United States mail, first class, with postage fully prepaid, plainly addressed to the addressee at his or her last address appearing upon the records of AEPA. Notice may also be provided by email sent to the addressee's last email address appearing on the records of AEPA provided such notice is verified by receipt.

SECTION 3.9 Waiver of Notice

Notice of the time, place and purpose of any meeting of the Board may be waived in writing, either before, during or after such meeting has been held.

SECTION 3.10 Roberts Rules of Order

Meetings shall be conducted according to Roberts Rules of Order.

## ARTICLE 4. Quorum

SECTION 4.1 Quorum

A majority of the total number of Members shall constitute a quorum. A quorum shall

be required to take action at any meeting of the Board, unless otherwise stated.

## ARTICLE 5. Voting, Elections and Proxies

SECTION 5.1 Who Is Entitled to Vote

At every meeting of the Board, each Member has one vote upon each item of business submitted to a vote.

SECTION 5.2 Elections

Election of Officers shall be held annually at the spring meeting. Nominations for Officers shall be solicited by a nominating committee of three (3) Member representatives appointed by the AEPA President in advance of the meeting and from the floor prior to the vote. A person shall be elected to an office upon receipt of a majority vote. When there are two or more nominees for a position, there shall be a private written ballot counted by a committee of Directors.

SECTION 5.3 Proxies

Proxy voting is not allowed.

SECTION 5.4 Majority Voting

A majority of those Members constituting a quorum is required to take official action unless otherwise stated.

SECTION 5.5 Electronic Voting

5.5.1 The President may authorize electronic voting when, in his or her opinion, it is not practical to hold the vote during membership meetings. An electronic vote by email will require that a motion be made and seconded. The motion, along with the name of the Director representatives who made the motion and seconded it, will be included in the email. A majority of the total membership is required to pass the motion.

5.5.2 In the event that a Virtual meeting is necessitated by factors stated in Article 3.1 above, then voting would be allowed, in whatever manner deemed appropriate by the Officers, to conduct the business of AEPA.

## ARTICLE 6. Corporate Officers

SECTION 6.1 Officer Eligibility

To be eligible to hold office with AEPA Inc. the officer must be a delegate of the Member agency.

SECTION 6.2 President

The President shall be elected by and from the membership of the Board. He or she shall be the Chief Executive Officer (CEO) of AEPA. The President is elected for a two-year term and will serve at the direction of the Board. The CEO along with an appointed Executive Director shall have general and active management of the business of AEPA and shall see that all orders and resolutions of the Board are carried into effect. The CEO and the Executive

Director shall be ex-officio members of all committees and shall have the general powers and duties of supervision and management usually vested in the office of president of a corporation. The President and the Executive Director shall be responsible for general operations of AEPA including, but not limited to, facilitating meetings, and fostering communication. The President will preside at all board meetings.

SECTION 6.3 Executive Director

The Executive Director is recommended by the Executive Committee and contracted to serve the association by a vote of the Board of AEPA. He or she shall have the responsibility of day to day management of the business of AEPA and shall see that all orders and resolutions of the Board are carried into effect. The Executive Director shall provide the President and Board regular and up-to-date information regarding the business of AEPA. The Executive Director shall support and assist to facilitate all committee meetings as needed with Committee Chairs. The Executive Director, along with the President of AEPA shall be jointly responsible to foster communication. The Executive Director shall facilitate all AEPA meetings.

SECTION 6.4 Vice Presidents

At least one Vice President shall be elected by the Board. Such Vice Presidents (indicated as First Vice President, Second Vice President, Third Vice President), in the order of their position rank, shall perform the duties and exercise the powers of the President during the absence or disability of the President. The Vice President(s) shall perform such other duties as may be delegated by the Board or by the President. The President and Vice President may not be from the same Member.

SECTION 6.5 Secretary

The Secretary shall be elected by the Board and shall be invited to attend all meetings of the Board, and shall preserve the books of AEPA, true minutes of the proceedings of all such meetings and record keeping including minutes of the meetings. If the Secretary is not in attendance, the President or meeting chair shall appoint a secretary pro-temp for that meeting. The minutes of the meeting will be distributed to all Members and placed on the AEPA website within 30 days of the meeting. The Secretary shall safely keep in his or her custody the seal of the Corporation and shall have the authority to affix the same to all instruments where its use is required. He or she shall give all notices required by statute, bylaw or resolution. He or she shall perform such other duties as may be delegated by the Board or by the President. The Secretary may not be from the same Member as the President or Vice Presidents.

SECTION 6.6 Treasurer

The Treasurer or President's designee shall have custody of all corporate funds and securities and shall keep in books, belonging to AEPA, full and accurate accounts of all receipts and disbursements; he or she shall deposit all monies, securities and other valuable effects in the name of AEPA in such depositaries as may be designated for that purpose by the Board. He or she shall disburse the funds of AEPA as may be ordered by the Board, taking proper vouchers for such disbursements, and shall render to the President and Directors at the regular meetings of the Board, and whenever requested by them, an account of all his or her transactions as Treasurer and of the financial condition of AEPA. If required by the Board, he or she shall deliver to the President, and shall keep in

force, a bond at the expense of AEPA in form, amount and with a surety or securities satisfactory to the Board, conditioned for faithful performance of the duties of his or her office, and for restoration to AEPA in case of his or her death, resignation, retirement or removal from office, of all books, papers, vouchers, money and property of whatever kind in his or her possession or under his or her control belonging to AEPA. He or she shall perform such other duties as may be delegated by the Board or by the President. The Treasurer may not be from the same Member as the President, Vice President(s) or Secretary.

SECTION 6.7 Term of Office

The term of office for all Officers shall be two (2) years or until their successors have been duly elected and qualified. The term of each office shall be July 1 through June 30. Election of the President and Treasurer shall be in odd-numbered years, and the Vice President(s) and Secretary in the even-numbered years. Election of Officers shall be held at the Annual Meeting of the Board or at a special meeting called for that purpose.

SECTION 6.8 Additional Officers

Additional Officers may be elected at the determination of the Board.

SECTION 6.9 Resignation

Any Officer of AEPA may resign at any time by giving written notice to the Officers of the Board. Such resignation shall take effect at the time specified therein; and unless otherwise specified therein, acceptance of such resignation shall not be necessary to make it effective.

## ARTICLE 7. Indemnification

SECTION 7.1 Indemnification

The Corporation will indemnify each Member, Director, Officer, and the Executive Director of AEPA, and their heirs, legal representatives and assigns, against expenses, costs and attorney's fees actually and reasonably incurred in connection with the defense of any action, suit or proceeding, civil or criminal, in which the Member, Director, Officer, and the Executive Director is made a party by reason of being or having been a Member, Director, Officer and the Executive Director of AEPA. The indemnification may include any amounts paid to satisfy a judgment or to compromise or settle a claim. The Member, Director or Officer will not be indemnified if he or she is adjudged to have been guilty of willful misconduct or recklessness in the performance of his or her duty to AEPA.

## ARTICLE 8. Corporate Seal

SECTION 8.1 Seal

The Board shall provide an appropriate seal bearing the name of the Corporation, which shall be the corporate seal. It shall be in the custody of the Secretary and shall be affixed to documents as authorized by these Bylaws, the President or by the Board.

SECTION 8.2 Failure to Affix Seal

The failure to affix the corporate seal shall not have any effect on the validity of any document.

## ARTICLE 9. Execution of Instruments

SECTION 9.1 Checks and Drafts

All checks, drafts and orders for payment of money shall be signed in the name of AEPA and shall be countersigned by such Officers or agents as the Board shall from time to time designate for that purpose.

SECTION 9.2 Contracts, Conveyances or Other Instruments

When the execution of any contract, conveyance or other instrument has been authorized without specification of the executing Officers, the President, or any Vice President, and the Secretary, may execute the same on behalf of AEPA and may affix the corporate seal thereto. The Board shall have power to designate the Officers and agents who shall have authority to execute any instrument on behalf of AEPA.

SECTION 9.3 Documents

All AEPA Inc. documents are property of the organization. They must be released back to the organization within 30 days in the event of an Officer, Director or agent of the Board's resignation or removal.

## ARTICLE 10. Power of Board to Borrow Money

SECTION 10.1 Borrowing Money

The Board shall have no power or authority to borrow money.

## ARTICLE 11. Adoption, Amendments and Precedence of Bylaws

SECTION 11.1 Adoption

These AEPA Bylaws are adopted by the Board of Directors on this 27th day of July 2007.

SECTION 11.2 Amendments

These Bylaws may be amended, altered, added to or repealed by the affirmative vote of two-thirds (2/3) of the total membership, providing the amendment, alteration, addition or repeal is proposed at an annual, regular or special meeting of the Board and adopted at a subsequent meeting.

SECTION 11.3 Precedence

Articles of Incorporation shall take precedence over the Bylaws. The Bylaws shall take precedence over the Board Policies and Procedures.

I hereby certify that the foregoing Bylaws of the Association of Educational Purchasing Agencies, Inc., a Nevada Corporation, consisting of 13 pages, are the Bylaws of this Corporation, adopted by its Board of Directors on September 17, 2010.

_____

Secretary

ATTEST:

_____

President

STATE OF INDIANA )

)

COUNTY OF CLARK )

On this__day of_in the year 2010 before me personally appeared Tom Post and Pam Clover, to me known to be (or proven to me on the basis of satisfactory evidence) the persons named in, and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

_____

Notary Public

My Commission Expires:

_____

# Association of Educational Purchasing Agencies, Inc.

# (AEPA)

# PROCEDURES

# Association of Educational Purchasing Agencies, Inc.

# (AEPA)

## PROCEDURES


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# Association of Educational Purchasing Agencies, Inc. (AEPA)

# Procedures

**ADOPTED July 27, 2007**

**AMENDED December 2, 2008**
**AMENDED September 17, 2010**
**AMENDED November 28, 2011**
**AMENDED April 2013**
**AMENDED April 25, 2017**
**AMENDED April 17, 2018**
**AMENDED November 26, 2018**

## ARTICLE 1. Mission Statement

The mission of the Association of Educational Purchasing Agencies, Inc. (AEPA) is to cooperatively serve our Members through a continuous effort to explore and solve present and future purchasing needs. Our goals include working to secure multi-state volume purchasing contracts with benefits that are measurable, cost-effective and continuously exceed our Members' expectations. AEPA is committed to accomplishing this mission lawfully and ethically, using leading-edge technology and futuristic business practices.

## ARTICLE 2. History and Governance of AEPA

SECTION 2.1 -The Initial Cooperative, Unincorporated Effort

2.1.1. First Meeting

The Association of Educational Purchasing Agencies (AEPA-U) was formed in May of 2000 as a cooperative, unincorporated effort. There were seven states at the May 2000 meeting that became the founding states. They included Arizona, Indiana, Minnesota, Nebraska, New Mexico, Oregon and Washington. Three additional states (Kansas, Kentucky and Pennsylvania) became Members prior to award of the first AEPA-U bid in December of 2000.

2.1.2. First Solicitation

For its first solicitation, AEPA-U agreed on several principles, including the following: one simultaneous bid would be issued for all participating agencies, each agency would independently advertise the bid, the bid would be available on a web site with each state linking to that site, all questions regarding the bid would be answered in writing by one person, all bids would be received at one central site, bids would initially be approved or rejected by AEPA-U, there would be a one-year contract with three possible one-year extensions, no more than 12 agencies could participate in the first bid, and after AEPA-U approval, each Member would determine if contracts could be awarded in accordance with that state's laws and regulations.

2.1.3. Subsequent Efforts

Since the first bid, additional agencies have become AEPA-U Members by completing a Memorandum of Understanding, and additional bids have been prepared, advertised, distributed and approved in a method similar to the initial model. Bids have been developed and published each year, with bid AEPA-U 007 published in September 2006 with vendor approval granted in December 2006. The term of the bid for the first year is through February 28 (approximately 15 months after Board approval), and the remaining three extensions for one year are through the following February.

SECTION 2.2 Formation of the Corporation

AEPA was incorporated in March of 2007. Two items required for membership are an *Application for Membership* and the *Memorandum of Understanding.*

## ARTICLE 3. The Enabling Documents

SECTION 3.1 AEPA Articles of Incorporation

The Articles of Incorporation determine the basic foundations of the Corporation.

SECTION 3.2 AEPA Bylaws

The Bylaws describe the basic organization of the Corporation and include Organization Membership, Board of Directors, Meetings, Quorum, Voting, Elections and Proxies, Corporate Officers, Indemnification, Corporate Seal, Execution of Instruments, Power to Borrow Money, and Amendment of Bylaws.

SECTION 3.3 AEPA Board Policies

The Policy mandates the processes to ensure AEPA retains the tax-exempt status of the Corporation. Key aspects include conflict of interest and disclosure, self-dealing and compensation of key employees.

SECTION 3.4 AEPA Procedures

The Procedures are intended to include items that are necessary for the operation of the corporation. Members are required to comply with the

established Procedures.

3.4.1 Strategic Alliance Agreement

A Strategic Alliance Agreement between AEPA and another organization, that has been approved by AEPA, shall have its contents implemented as if they are adopted AEPA Procedures.

## ARTICLE 4. Definitions

SECTION 4.1 Majority

The *majority* shall be a simple majority of those present and voting at a meeting unless otherwise stated. A majority of total membership shall be required for amendment of Procedures (13.2).

SECTION 4.2 Approved Contract

AEPA approves a contract whose terms and conditions are then extended to AEPA Members.

SECTION 4.3 Awarded Contract

Members award contracts in compliance with the terms and conditions of the applicable AEPA-approved contract.

## ARTICLE 5. Organization

SECTION 5.1 Committees

Unless otherwise noted, the President of AEPA with Board approval appoints all committees. At the discretion of the President of AEPA, committees may be added or dissolved as needed for the efficient operation of AEPA. All committees shall be composed of staff from at least two Members. Each committee shall elect a Chair.

5.1.1. Executive Committee

The Committee shall consist of the Corporate Officers, the chair~~s~~ of the ~~Bid~~ Solicitation Committee, Enabling Documents Committee, Finance Committee, Marketing Committee, and four other at large Directors so named by the President as per Section 5.1. The at large Directors shall serve two-year terms, not to exceed six years. The function of the committee shall be, but is not limited to, review, plan and recommend AEPA items to the Board for approval. The corporate Officers, with the approval of the Executive Committee, shall act on behalf of the Board on matters related to the business of AEPA within the adopted Bylaws, Policies, Procedures and the annual budget. Meeting dates shall be determined by the Officers and members are expected to attend all meetings.

5.1.2. ~~Bid~~ Solicitation Committee

Appointed by the ~~Bid~~ Solicitation Coordinator, the Committee will assist in the development of new ~~bid~~solicitations (including review of AEPA General Terms and Conditions, Agency Terms and Conditions,

~~bid~~solicitation forms, item specifications and general format of the ~~bid~~solicitation) and work with the ~~Bid~~Solicitation Coordinator to refine ~~bid~~solicitation documents and procedures to ensure an efficient and professional solicitation process from start to finish. The ~~Bid~~Solicitation Committee will work with the ~~Bid~~Solicitation Coordinator to ensure the ~~bid~~solicitation is developed, published, distributed, monitored, opened and recommendations are made in a timely manner. The ~~Bid~~Solicitation Committee will also assist with responses to ~~bidders~~ potential respondents and vendor partners regarding ~~bid~~ solicitation documents and specifications.

This committee will be responsible for receiving, opening and tabulating ~~bid~~solicitation documents and initially determining if vendor responses are considered responsive according to the requirements published in the ~~bid~~solicitation specifications. All responses will be tabulated and reported to the Board. Responsive ~~bids~~ respondents will be sent to the Category Committee for analysis.

5.1.3. ~~Bid~~ Solicitation Utilization Committee

The Committee acts as a clearinghouse for vendor and Member contract awards, contract extensions and volume of sales**.** Membership utilization expectations, including both percent of contracts signed and volume per student, will be annually determined and disseminated at the spring meeting. Data will be tracked and reported to the membership at least twice a year**.** The ~~Bid~~Solicitation Utilization Committee membership shall include representation from both low-volume and high-volume Members.

5.1.4. Category Committee

A Category Committee will be established for each ~~bid~~solicitation technical category. The Committee will develop the commodity specifications for the ~~bid~~ solicitation in an open nonrestrictive way to allow numerous ~~bidders~~ respondents to have a chance to respond. They will also assist the ~~Bid Silicitation~~ Solicitation Committee in developing the ~~bid~~ solicitation evaluation criteria for the category to allow for an open and honest competition to select the recommended ~~bidder~~ responder or ~~bidders respondents~~ responders if the ~~bid~~solicitation allows for multiple awards. The Category Committee analyzes ~~bid~~solicitation responses and provides written reasons for recommending or not recommending ~~bid~~solicitation responses based on the evaluation criteria as outlined in the ~~bid~~solicitation documents.

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The Category Committee assists the ~~Bid~~Solicitation Committee to answer questions received during the ~~bid~~solicitation process; reviews responsive ~~bids~~ respondents making a recommendation to the membership for approval or rejection; monitors implementation of the contract in each state; receives and analyzes utilization information from the ~~Bid~~ Solicitation Utilization Committee; and makes recommendations to the membership for contract extensions. The Committee also receives marketing plans from vendors during extension process as required by the membership.

5.1.5. Marketing Committee

The Committee promotes awareness of AEPA to potential Members, ~~bidders~~responders, vendors and the general public.

5.1.6. New Member Committee

The Committee solicits new membership from a qualified agency in non-member states**.** The Committee will also assist Members during their first year of affiliation with AEPA.

5.1.7. Partnerships Committee

The Committee continually evaluates the need for affiliation and partnership with other groups where a strategic alliance would be beneficial to AEPA.

5.1.8. Website Committee

The Committee maintains the AEPA website to be used both by the Members and general public. The website will be used to post information such as ~~bid~~solicitations, meeting information, minutes and other items related to AEPA.

5.1.9. Enabling Documents Committee

The Committee reviews, updates and maintains the AEPA Articles of Incorporation, Bylaws, Board Policies and Procedures, reporting annually to the membership.

5.1.10. Nominating Committee

The Committee solicits nominations for elected officers in advance of the meeting for presentation to membership.

5.1.11 Finance Committee

The Committee shall annually review the monies, securities and other valuable effects in the name of AEPA. The committee shall develop a system of tracking transactions, prepare required reports and determine when an independent audit is needed.

SECTION 5.2 ~~Bid~~Solicitation Coordinator

The ~~Bid~~Solicitation Coordinator is selected for a one-year term and will serve at the direction of the President of AEPA. ~~Bid~~Solicitation Committee members shall be from at least two other Members. The ~~Bid~~Solicitation Coordinator shall serve as the Chairman of the ~~Bid~~Solicitation Committee and will appoint one member of the committee to serve as Vice Chairman of the ~~Bid~~Solicitation Committee, who will assume the duties of the Chairman if the Chairman is unable to fulfill his or her duties. The ~~Bid~~Solicitation Committee Chairman and Vice Chairman may not be from the same agency. It shall be the responsibility of the ~~Bid~~Solicitation Coordinator to oversee the ~~bid~~solicitation process, ensure that the ~~bid~~solicitation(s) is/are developed, published, received and reviewed annually in accordance with AEPA Procedures and make recommendations to the President on changes and improvements to the ~~bid~~solicitation process for efficiency and effectiveness.

## ARTICLE 6. Financial

SECTION 6.1 Fees and Dues

An annual fee will be assessed to member agencies subject to the review and approval of the Board at the winter meeting. Payment will be due to AEPA Inc. on or before June 30 of the following year.

6.1.1 Registration Fees

Members will be required to pay a registration fee for AEPA meetings as determined by the Officers. Non-Members will be required to pay a registration fee for AEPA meetings as determined by the Officers. Any member or non-member that registers after the registration deadline will be assessed a late registration fee as determined by the Officers.

SECTION 6.2 Financial Report

The Treasurer for AEPA will provide the membership with a listing of all financial transactions at the annual and regular meeting, and at other times when requested by a majority of membership.

The Treasurer shall have custody of all corporate funds and securities and shall keep in books, belonging to AEPA full and accurate accounts of all receipts and disbursements; he or she shall deposit or review the deposit of all monies, securities and other valuable effects in the name of AEPA in such depositories as may be designated for that purpose by the Board. He or she shall disburse or review the disbursement of the funds of AEPA as may be ordered by the Board, taking proper vouchers for the disbursements, and shall render to the President and Directors at the regular meetings of the Board, and whenever requested by them, an account of all his or her transactions as Treasurer and of the financial condition of AEPA. If required by the Board he or she shall deliver to the President and shall keep in force a bond at the expense of AEPA in form, amount and with a surety or securities satisfactory to the Board, conditioned for faithful performance of duties or his or her office and for restoration to AEPA in case of his or her death, resignation, retirement or removal from office of all books, papers, vouchers, money and property of whatever kind in his or her possession or under his or her control belonging to AEPA. The Treasurer may not be from the same Member agency as the President, Vice President or Secretary.

SECTION 6.3 Receive and Disperse Funds

The President and/or Treasurer, as officers of the AEPA, Inc., or their designees as approved by the Board and/or the Executive Committee are authorized to receive and disperse AEPA funds in compliance with AEPA, Inc. Policy and Procedures.

SECTION 6.4 Expenditures

Any expenditure made by the approved officers of the AEPA, Inc. shall not be made from an account with a balance less than the expenditure.

SECTION 6.5 Trade Show Expense Reimbursement

Reimbursements for a maximum of two (2) Members to exhibit at national trade shows shall be determined and approved by the Board. Reimbursements shall not exceed $20,000.00 annually including the following limitations per Member attending; Member shall use reasonable commercial efforts to obtain cost effective travel arrangements such as a competitive economy class airfare or mileage at the current IRS reimbursement rate, lodging at trade show rate a maximum of 3 nights, food up to $50.00/day and other costs- cab, parking, shuttle (excludes rental car) not to exceed $50.00.

SECTION 6.6 Credit Cards

This section is to identify the appropriate use of AEPA Inc. credit card program available to authorized members to make business related purchases for goods or services.

6.6.1. The Executive Committee of AEPA Inc. will designate members allowed to hold an AEPA Inc. credit card. Those issued a credit card must be a member and have an on-going need to make business purchases such as travel, meeting expenses or other related expenses.

6.6.2. Cardholders may not use the cards for personal purchases or loan their card to another individual, with the exception of individuals within the organization authorized by the cardholders to make purchases using the organization credit card.

6.6.3. Cardholders and approvers must ensure that purchases with the organization card comply with all AEPA Inc. policies and purchasing procedures. Funds must not be expended that cannot be supported with the AEPA Inc. budgets.

6.6.4. All purchases must be supported by itemized receipts. A scanned copy of the receipt or invoice must be e-mailed to the Treasurer within 30 days of the end of the month of the expenditure unless other arrangements have been made with the Treasurer. Cardholders must keep original copy of receipt or invoice for calendar year.

6.6.5. Cardholders who make non-business related, unauthorized purchases or purchases that cannot supported as a business expense by appropriate documentation will be personally responsible for those purchases. A misuse of an AEPA Inc. credit card may result in termination of credit card use for that individual member.

6.6.6. Cardholders are responsible for reporting card loss, theft, or unauthorized use to the Treasurer and/or Executive Committee as soon as they are aware of the occurrence.

6.6.7. The Treasurer shall submit to the Executive Committee on a regular basis a summary of financial transaction to include credit purchase and use at each Executive Committee meeting or when requested by the Board.

## ARTICLE 7. Membership

SECTION 7.1 Minimum Level of Contract Participation

It is the responsibility of the Member to actively promote the use of AEPA contracts**.** Each Member shall complete the *Annual AEPA Member Report.* Any Member whose use falls below one-half of the ~~bid~~solicitations which the Member is legally allowed to use, shall present a report to the membership on the status of the AEPA contracts by their member agencies and the potential for future use. The Board shall suggest corrective action to the Member and monitor further usage of contracts by the Member. Action by the Board could include termination of membership.

SECTION 7.2 Compliance

It is the responsibility of each Member to ensure that the AEPA solicitation process and contracts are in compliance with its state laws. Members will make every effort to make their agency Terms and Conditions consistent with the Terms and Conditions of the majority of the Member states. AEPA assumes no liability for non-compliance with state, federal or local laws or regulations by any Member.

SECTION 7.3 Contract Usage Reports

Contracts must be monitored for use by the Member and the Member must provide contract usage information as authorized by AEPA.

SECTION 7.4 Meeting Participation

Each Member is expected to send at least one authorized representative to each of two required meetings. Not more than two representatives from each Member will be seated at the meeting table. The Presiding Officer may waive this procedure if space permits.

SECTION 7.5 Active Participation

Each Member will actively participate in and support the mission of the AEPA. Each member will serve on at least one or more AEPA committees, complete the annual Disclosure, Code of Conduct and any other forms so required by the Board. Members with special skills or expertise have a duty to serve in a leadership capacity of the organization.

SECTION 7.6 Member Conflict of Interest

7.6.1. Member Individual ~~Bid~~Solicitation

An AEPA Member may market and provide AEPA contracts in another Member state provided that both Members mutually agree in writing and the agreement is forwarded to the AEPA President.

AEPA Members that market or make available AEPA contracts in "non-AEPA" states will submit in writing to the AEPA President the following information: name of the state, name of the vendors, and the volume generated by the AEPA contracts.

Re-~~bidding~~ soliciting AEPA contracts for use in other AEPA states is prohibited. Any alleged infraction must be documented and brought to the Board for review and action.

7.6.2. Financial Benefit

A Member that will or may receive any financial benefit from a vendor

or potential vendor beyond the stated administrative fee shall not participate in prohibited activities, including:

7.6.2.1. Drafting Solicitations to which the vendor might respond,

7.6.2.2. Contract Oversight Committee membership for any ~~bid~~solicitation that includes or could include the vendor,

7.6.2.3. Discussions regarding the vendor or potential vendor, or

7.6.2.4. Voting on approval or any other action related to the vendor or potential vendor.

7.6.3. New Member Use

AEPA encourages new Members to avail themselves of all AEPA contracts which they have the legal authority to perform.

7.6.4 Harmony

To promote harmony, Members shall cooperate as follows in marketing and selling items and services from AEPA contracts in non-member states.

7.6.4.1 Existing AEPA member relationships in non-member states.

7.6.4.1.1 All Members shall be grandfathered into non-member states or areas of non-Member states where, prior to March 1, 2008 they have had:

7.6.4.1.1.1 Sales within the last year, or

7.6.4.1.1.2 Written evidence of a plan with a vendor to market within that state.

7.6.4.1.2 Such effort shall be limited to 10 states per Member

7.6.4.2 Other than listed in (7.6.4.1) above, all Members shall submit to the AEPA President their request to market and sell in non-member states for each AEPA vendor contract they intend to market or sell.

7.6.4.2.1 Should more than one Member indicate intent to market or sell a specific vendor contract in a specific state, those Members shall discuss and resolve the conflict.

7.6.4.2.2 Should they not be able to reach an agreement, the vendor in question shall determine which Member shall have marketing and sales right for that non-Member state or part of that state.

7.6.4.3 A vendor may identify a specific state or states where they do not want their AEPA contract marketed or sold.

7.6.4.4 AEPA Members may discuss joint sales and marketing endeavors in a non- AEPA State and have the option to share the commission.

## ARTICLE 8. Awarded Vendor Responsibilities

SECTION 8.1 Marketing

Each AEPA-approved vendor is expected to have a proactive marketing plan in place. If there is more than one contract for a vendor in the state of a Member, and the AEPA contract is more advantageous to the Member, then the vendor shall market the AEPA contract as the solution of choice.

SECTION 8.2 Reporting

Each vendor will report sales by state to the AEPA ~~Bid~~Solicitation Utilization Committee.

SECTION 8.3 Minimum Levels of Participation

It is the responsibility of the AEPA-approved vendor to actively promote the use of its AEPA-approved contracts. Each vendor shall complete the Annual AEPA Vendor Report. Any vendor whose use falls below sales to one-half to the Members shall present a report to the membership on the status of the use of their AEPA contracts and the potential for future use.

SECTION 8.4 Contract Term Length

AEPA contracts are awarded for an initial term of up to 15 months. Up to three annual extensions are available. Ending dates for all contracts awarded by individual Members shall coincide with the AEPA ending dates.

SECTION 8.5 Contract Extensions

Approved vendors can only extend the AEPA contract to current AEPA Members. If membership by a Member is terminated, extensions of the contract will not be available to that Member.

## ARTICLE 9. ~~Bid Process~~ Bid/Proposal Process

SECTION 9.1 ~~Bid~~Solicitation Development

When it is in the best interest of AEPA member agencies, AEPA may allow Requests for Proposals, (RFP) in lieu of issuing an Invitation for Bid ~~Request for Bids~~, ~~(RFB~~ IFB). AEPA will use Common Law contracts~~, as the~~ guiding ~~guidance~~ document for issuing RFP's. An approval process will be developed ~~by the AEPA~~ Administrative Solicitation Committee to allow an AEPA Category Committee to request to use an RFP process ~~instead~~ of an RFB IFB process.

~~Bid~~ Solicitation development will be the overall responsibility of the ~~Bid~~Solicitation Coordinator. The ~~bid~~ solicitation will contain five major parts

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that will be drafted by various people and/or committees as listed below.

9.1.1. ~~Bid~~ Solicitation Overview--~~Bid~~Solicitation Coordinator

9.1.2. General Terms and Conditions--Membership

9.1.3. State Terms and Conditions--Each Member

9.1.4. Commodity Specifications--Category Committee

9.1.5. Forms--~~Bid~~Solicitation Coordinator

SECTION 9.2 Advertising, Publication and Distribution

Each AEPA ~~Invitation for Bid (IFB)~~ solicitation will be a single issue simultaneous~~ly bid~~ solicitation by all Members. ~~Bids~~ Solicitations will be advertised and published by each Member. The ~~Bid~~ Solicitation Distribution Committee will track prospective ~~bidders~~ responders that are notified of the ~~bid~~ solicitation availability.

SECTION 9.3 Questions

Only the ~~Bid~~ Solicitation Questions and Answers Committee will answer questions concerning the ~~bid.~~solicitation

SECTION 9.4 Receiving Bids

The ~~Bid~~ Solicitation Acceptance Committee will receive ~~bids~~ responses and initially determine the responsive ~~bidders.~~responders.respondents

SECTION 9.5 Commodity Selection for Potential ~~Bids~~Solicitations

Board will approve the commodity categories to be advertised.

SECTION 9.6 Term of Contracts

Unless otherwise agreed to by majority vote, all ~~bids~~ solicitations will result in initial contracts for up to fifteen (15) months with three possible one-year extensions.

SECTION 9.7 State Terms and Conditions

Each Member will provide the ~~Bid~~ Solicitation Coordinator with State Terms and Conditions that it requires in addition to the General Terms and Conditions.

SECTION 9.8 ~~Bid~~ Solicitation Publication

Each Member will actively promote AEPA ~~bids~~ solicitations to prospective ~~bidders~~ responders and assist in the ~~bid~~ solicitation publication as outlined by AEPA.

SECTION 9.9 Prospective ~~Bidders~~~~Respondents~~ Responders

9.9.1. ~~Bid~~ Solicitation Distribution

The ~~bids~~ solicitations will be made available on the AEPA website.

9.9.2. Member Prospective ~~Bidders~~ ~~Respondent~~ Responder Distribution

Each Member will make timely notification to their prospective ~~bidders~~ responders of ~~Invitation for Bid (IFB)~~~~RFB~~ IFB or RFP availability.

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9.9.3. Web Link

Members will provide a link from their website (if one exists) to the AEPA website to enable prospective ~~bidders~~ respondents responders to obtain the ~~bid~~ ~~solicitration~~ solicitation documents.

SECTION 9.10 Questions Concerning the ~~Invitation for Bid (IFB)~~solicitation

All questions concerning the ~~Invitation for Bid (IFB)~~ solicitation will be addressed to the ~~Bid~~ Solicitation Questions and Answers Committee. The ~~Bid~~ Solicitation Questions and Answers Committee will issue all responses after review by Members.

SECTION 9.11 ~~Bid~~ ~~Soplicitation~~ Solicitation Receiving and Opening

~~Bids~~ Solicitation responses will be received and opened by the ~~Bid~~ Solicitation Committee. Any late ~~bids~~ responses will be returned to the ~~bidder~~ respondent unopened with a letter of explanation.

SECTION 9.12 Mid-year (0.5) Solicitation

In the event the AEPA~~'s~~ Board wishes to ~~do~~ issue a mid-year solicitation, *one or more of* the following parameters will be ~~followed~~ *met* in determining whether a mid-year solicitation will be approved:

9.12.1 Re-issuance of a previously unsuccessful solicitation

9.12.2 Extraordinary, broadly available funding opportunities that are ~~time sensitive~~time sensitive

9.12.3 Narrowly defined category with a set of current specifications available for use through a state agency or other avenue~~.~~

## ARTICLE 10. Evaluation Process

SECTION 10.1 ~~Bid~~ Solicitation Acceptance Distribution

Once the ~~bids~~ responses are opened and tabulated by the ~~Bid~~ Solicitation Committee, documents required for evaluation will be distributed to the appropriate Contract Oversight Committee. During the evaluation process, the Contract Oversight Committee may recommend to the Board that certain ~~bids~~ responses be rejected**.** Committee actions will be included in the evaluation report to the general membership.

SECTION 10.2 Oversight Committee Recommendations

The recommendation by the Category Committee will present the ~~bid~~ solicitation responses ranked in ~~cost~~ the appropriate order for the ~~RFB~~ IFB or RFP~~.~~

SECTION 10.3 Approval Meeting

The Category Committee evaluation will be presented on the approved AEPA form and the recommendations will be available to the Board at least 24 hours prior to the approval meeting.

SECTION 10.4 Evaluation Criteria

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Evaluation criteria will be determined by the Category Committee and shall be included in the ~~bid~~solicitation specifications.

## ARTICLE 11. Approval and Award Process

SECTION 11.1 Solicitation Intent

The intent of an AEPA solicitation is to obtain vendors that will provide products and services to all Members. Upon the recommendation of the Category Committee and by vote of the membership, a respondent may be approved for an award that will provide services and products to a minimum of 90% of the members who indicate they will use the contract. Members served shall include at least two of the three least populated states.

SECTION 11.2 Presentation of ~~Bids~~Responses

Recommendations by the Category Committees will be considered by the Board.

SECTION 11.3 Approval Vote

AEPA contracts are approved by a majority vote of participating Members for that category.

SECTION 11.4 Line Item or Catalog Determination

Each AEPA solicitation will be identified as either a line item ~~bid~~ or a catalog ~~bid~~ solicitation. Catalog ~~bids~~ solicitations provide for fixed discounts for the entire nationally published catalog or sub-catalog and items that may change price and characteristics frequently. Line item ~~bids~~ solicitations involve specifically defined items at set prices. Line item ~~bids~~ solicitations allow price and item modification as permitted in the ~~bid~~ solicitation document during AEPA meetings. Catalog ~~bids~~ solicitations allow price and item modification as permitted in the ~~bid~~ solicitation document upon change of the catalog with discounts remaining constant.

SECTION 11.5 Approved Vendor Contacts Members

Once a vendor is approved by AEPA, the vendor is responsible for initiating communication to finalize the contract documents and complete any additional paperwork required by the Member.

SECTION 11.6 Member Review

It is the responsibility of the Members to review each AEPA approved ~~bid~~ response and determine if a contract is to be awarded for that Member.

SECTION 11.7 Beginning Date

The beginning date of the contract is the date of the “award” by the Member. The ending date of the contract will coincide with the AEPA ending date.

## ARTICLE 12. Contract Management

SECTION 12.1 Contract Award

12.1.1. First Year

Once a contract is awarded by the Member, it is valid through February 28, approximately 15 months following AEPA initial approval.

12.1.2. Additional Volume Discount

As part of their ~~bid~~ solicitation submission, ~~an AEPA~~ a respondent ~~vendor~~ may provide for volume discounts. The threshold for the discount should be included in their ~~bid~~solicitation documents.

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SECTION 12.2 Contract Extensions

12.2.1. Oversight Recommendation

The Category Committees are responsible for reviewing ~~bid~~solicitations and contracts and making extension recommendations, in writing, to the membership.

12.2.2. Extension Vote

A majority of those in attendance that have signed the contract, and have it as a current offering in their agency, must approve all contract extensions, terminations and modifications.

12.2.3. Member Extension

Once AEPA approval is made, each Member is responsible for determining if it will extend an AEPA approved contract renewal for its state.

12.2.4. Use of Only Approved Extensions

It is the responsibility of the Member to allow only the use of an AEPA vendor offering that is currently approved by AEPA.

SECTION 12.3 Contract Appeal Process

12.3.1. Initial Contact With Category Committee

A ~~vendor, bidder~~ Respondent ~~or prospective bidder~~ desiring appeal of a decision regarding a ~~bid~~solicitation or a contract, shall first address the appropriate Category Committee.

12.3.2. First Appeal to President

If the issue is not satisfactorily resolved, it may be submitted to the President of AEPA.

12.3.3. Final Appeal to Board

If the issue is not satisfactorily resolved, it may be submitted to the Board.

SECTION 12.4 Contract Modifications

AEPA recommends a contract with the vendor, and then each Member has the

option to award the contract. If a vendor or a Member requests a change in the contract, such change must be referred to the appropriate Category Committee. The appropriate Category Committee will make a recommendation to the President for action by the AEPA membership. The contract can only be modified by a vote of the AEPA membership. The appropriate vendor having a contract with a Member may adopt any approved changes in the contract.

## ARTICLE 13. Adoption, Amendments and Precedence

SECTION 13.1 Adoption

These Procedures are adopted on the 27th of July 2007.

SECTION 13.2 Amendments

The Procedures may be amended by a majority vote of the total membership.

SECTION 13.3 Precedence

The Articles of Incorporation, Bylaws and Board Policies take precedence over the Procedures. The Procedures take precedence over any other documents of AEPA.

## ARTICLE 14. Attachments

Certain documents need to be maintained by AEPA to ensure good management.

| | |
|---|---|
| SECTION 14.1 | Articles of Incorporation |
| SECTION 14.2 | Bylaws |
| SECTION 14.3 | Board Policy |
| SECTION 14.4 | Procedures |
| SECTION 14.5 | Memorandum of Understanding (MOU) between Members |
| SECTION 14.6 | AEPA Application for Membership |
| SECTION 14.7 | Annual AEPA Member Report |
| SECTION 14.8 | Annual AEPA Vendor Report |
| SECTION 14.9 | ~~Bid~~Solicitation Evaluation and Contract Recommendation Form |
| SECTION 14.10 | Committee List, Responsibilities and Membership |
| SECTION 14.11 | Current and Archived ~~Invitations for Bids~~~~RFB's~~ IFB's or RFP's |
| SECTION 14.12 | Minutes of AEPA Meetings |
| SECTION 14.13 | Organizational Chart |
| SECTION 14.14 | Recommendation for Contract Extension Form |

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I hereby certify that the foregoing Procedures of the Association of Educational Purchasing Agencies, Inc., a Nevada Corporation, consisting of 17 pages, are the Procedures of this Corporation, adopted by its Board of Directors on September 17, 2010.

_____

Secretary

ATTEST:

_____

President

STATE OF INDIANA )

)

COUNTY OF CLARK )

On this day of in the year 2010 before me personally appeared Tom Post and Pam Clover, to me known to be (or proven to me on the basis of satisfactory evidence) the persons named in, and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

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Notary Public

My Commission Expires:

# Association of Educational Purchasing Agencies, Inc.

# (AEPA)

# PROCEDURES

# Association of Educational Purchasing Agencies, Inc.

# (AEPA)

# PROCEDURES


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# Association of Educational Purchasing Agencies, Inc. (AEPA)

# Procedures

**ADOPTED July 27, 2007**

**AMENDED December 2, 2008**
**AMENDED September 17, 2010**
**AMENDED November 28, 2011**
**AMENDED April 2013**
**AMENDED April 25, 2017**
**AMENDED April 17, 2018**
**AMENDED November 26, 2018**

## ARTICLE 1. Mission Statement

The mission of the Association of Educational Purchasing Agencies, Inc. (AEPA) is to cooperatively serve our Members through a continuous effort to explore and solve present and future purchasing needs. Our goals include working to secure multi-state volume purchasing contracts with benefits that are measurable, cost-effective and continuously exceed our Members' expectations. AEPA is committed to accomplishing this mission lawfully and ethically, using leading-edge technology and futuristic business practices.

## ARTICLE 2. History and Governance of AEPA

SECTION 2.1 The Initial Cooperative, Unincorporated Effort

2.1.1. First Meeting

The Association of Educational Purchasing Agencies (AEPA-U) was formed in May of 2000 as a cooperative, unincorporated effort. There were seven states at the May 2000 meeting that became the founding states. They included Arizona, Indiana, Minnesota, Nebraska, New Mexico, Oregon and Washington. Three additional states (Kansas, Kentucky and Pennsylvania) became Members prior to award of the first AEPA-U bid in December of 2000.

2.1.2. First Solicitation

For its first solicitation, AEPA-U agreed on several principles, including the following: one simultaneous bid would be issued for all participating agencies, each agency would independently advertise the bid, the bid would be available on a web site with each state linking to that site, all questions regarding the bid would be answered in writing by one person,

all bids would be received at one central site, bids would initially be approved or rejected by AEPA-U, there would be a one-year contract with three possible one-year extensions, no more than 12 agencies could participate in the first bid, and after AEPA-U approval, each Member would determine if contracts could be awarded in accordance with that state's laws and regulations.

2.1.3. Subsequent Efforts

Since the first bid, additional agencies have become AEPA-U Members by completing a Memorandum of Understanding, and additional bids have been prepared, advertised, distributed and approved in a method similar to the initial model. Bids have been developed and published each year, with bid AEPA-U 007 published in September 2006 with vendor approval granted in December 2006. The term of the bid for the first year is through February 28 (approximately 15 months after Board approval), and the remaining three extensions for one year are through the following February.

SECTION 2.2 Formation of the Corporation

AEPA was incorporated in March of 2007. Two items required for membership are an *Application for Membership* and the *Memorandum of Understanding.*

## ARTICLE 3. The Enabling Documents

SECTION 3.1 AEPA Articles of Incorporation

The Articles of Incorporation determine the basic foundations of the Corporation.

SECTION 3.2 AEPA Bylaws

The Bylaws describe the basic organization of the Corporation and include Organization Membership, Board of Directors, Meetings, Quorum, Voting, Elections and Proxies, Corporate Officers, Indemnification, Corporate Seal, Execution of Instruments, Power to Borrow Money, and Amendment of Bylaws.

SECTION 3.3 AEPA Board Policies

The Policy mandates the processes to ensure AEPA retains the tax-exempt status of the Corporation. Key aspects include conflict of interest and disclosure, self-dealing and compensation of key employees.

SECTION 3.4 AEPA Procedures

The Procedures are intended to include items that are necessary for the operation of the corporation. Members are required to comply with the established Procedures.

3.4.1 Strategic Alliance Agreement

A Strategic Alliance Agreement between AEPA and another organization, that has been approved by AEPA, shall have its contents implemented

as if they are adopted AEPA Procedures.

## ARTICLE 4. Definitions

SECTION 4.1 Majority

The *majority* shall be a simple majority of those present and voting at a meeting unless otherwise stated. A majority of total membership shall be required for amendment of Procedures (13.2).

SECTION 4.2 Approved Contract

AEPA approves a contract whose terms and conditions are then extended to AEPA Members.

SECTION 4.3 Awarded Contract

Members award contracts in compliance with the terms and conditions of the applicable AEPA-approved contract.

## ARTICLE 5. Organization

SECTION 5.1 Committees

Unless otherwise noted, the President of AEPA with Board approval appoints all committees. At the discretion of the President of AEPA, committees may be added or dissolved as needed for the efficient operation of AEPA. All committees shall be composed of staff from at least two Members. Each committee shall elect a Chair.

5.1.1. Executive Committee

The Committee shall consist of the Corporate Officers, the chair of the Solicitation Committee, Enabling Documents Committee, Finance Committee, Marketing Committee, and four other at large Directors so named by the President as per Section 5.1. The at large Directors shall serve two-year terms, not to exceed six years. The function of the committee shall be, but is not limited to, review, plan and recommend AEPA items to the Board for approval. The corporate Officers, with the approval of the Executive Committee, shall act on behalf of the Board on matters related to the business of AEPA within the adopted Bylaws, Policies, Procedures and the annual budget. Meeting dates shall be determined by the Officers and members are expected to attend all meetings.

5.1.2. Solicitation Committee

Appointed by the Solicitation Coordinator, the Committee will assist in the development of new solicitations (including review of AEPA General Terms and Conditions, Agency Terms and Conditions, solicitation forms, item specifications and general format of the solicitation) and work with the Solicitation Coordinator to refine solicitation documents and procedures to ensure an efficient and professional solicitation process from start to finish. The Solicitation Committee will work with the Solicitation Coordinator to ensure the solicitation is developed, published,

distributed, monitored, opened and recommendations are made in a timely manner. The Solicitation Committee will also assist with responses to potential respondents and vendor partners regarding solicitation documents and specifications.

This committee will be responsible for receiving, opening and tabulating solicitation documents and initially determining if vendor responses are considered responsive according to the requirements published in the solicitation specifications. All responses will be tabulated and reported to the Board. Responsive respondents will be sent to the Category Committee for analysis.

5.1.3. Solicitation Utilization Committee

The Committee acts as a clearinghouse for vendor and Member contract awards, contract extensions and volume of sales. Membership utilization expectations, including both percent of contracts signed and volume per student, will be annually determined and disseminated at the spring meeting. Data will be tracked and reported to the membership at least twice a year. The Solicitation Utilization Committee membership shall include representation from both low-volume and high-volume Members.

5.1.4. Category Committee

A Category Committee will be established for each solicitation technical category. The Committee will develop the commodity specifications for the solicitation in an open nonrestrictive way to allow numerous respondents to have a chance to respond. They will also assist the Solicitation Committee in developing the solicitation evaluation criteria for the category to allow for an open and honest competition to select the recommended responder or responders—if the solicitation allows for multiple awards. The Category Committee analyzes solicitation responses and provides written reasons for recommending or not recommending solicitation responses based on the evaluation criteria as outlined in the solicitation documents.

The Category Committee assists the Solicitation Committee to answer questions received during the solicitation process; reviews responsive respondents making a recommendation to the membership for approval or rejection; monitors implementation of the contract in each state; receives and analyzes utilization information from the Solicitation Utilization Committee; and makes recommendations to the membership for contract extensions. The Committee also receives marketing plans from vendors during extension process as required by the membership.

5.1.5. Marketing Committee

The Committee promotes awareness of AEPA to potential Members, responders, vendors and the general public.

5.1.6. New Member Committee

The Committee solicits new membership from a qualified agency in non-member states. The Committee will also assist Members during their first

year of affiliation with AEPA.

5.1.7. Partnerships Committee

The Committee continually evaluates the need for affiliation and partnership with other groups where a strategic alliance would be beneficial to AEPA.

5.1.8. Website Committee

The Committee maintains the AEPA website to be used both by the Members and general public. The website will be used to post information such as solicitations, meeting information, minutes and other items related to AEPA.

5.1.9. Enabling Documents Committee

The Committee reviews, updates and maintains the AEPA Articles of Incorporation, Bylaws, Board Policies and Procedures, reporting annually to the membership.

5.1.10. Nominating Committee

The Committee solicits nominations for elected officers in advance of the meeting for presentation to membership.

5.1.11 Finance Committee

The Committee shall annually review the monies, securities and other valuable effects in the name of AEPA. The committee shall develop a system of tracking transactions, prepare required reports and determine when an independent audit is needed.

SECTION 5.2 Solicitation Coordinator

The Solicitation Coordinator is selected for a one-year term and will serve at the direction of the President of AEPA. Solicitation Committee members shall be from at least two other Members. The Solicitation Coordinator shall serve as the Chairman of the Solicitation Committee and will appoint one member of the committee to serve as Vice Chairman of the Solicitation Committee, who will assume the duties of the Chairman if the Chairman is unable to fulfill his or her duties. The Solicitation Committee Chairman and Vice Chairman may not be from the same agency. It shall be the responsibility of the Solicitation Coordinator to oversee the solicitation process, ensure that the solicitation(s) is/are developed, published, received and reviewed annually in accordance with AEPA Procedures and make recommendations to the President on changes and improvements to the solicitation process for efficiency and effectiveness.

## ARTICLE 6. Financial

SECTION 6.1 Fees and Dues

An annual fee will be assessed to member agencies subject to the review and approval of the Board at the winter meeting. Payment will be due to AEPA Inc. on or before June 30 of the following year.

6.1.1 Registration Fees

Members will be required to pay a registration fee for AEPA meetings as determined by the Officers. Non-Members will be required to pay a registration fee for AEPA meetings as determined by the Officers. Any member or non-member that registers after the registration deadline will be assessed a late registration fee as determined by the Officers.

SECTION 6.2 Financial Report

The Treasurer for AEPA will provide the membership with a listing of all financial transactions at the annual and regular meeting, and at other times when requested by a majority of membership.

The Treasurer shall have custody of all corporate funds and securities and shall keep in books, belonging to AEPA full and accurate accounts of all receipts and disbursements; he or she shall deposit or review the deposit of all monies, securities and other valuable effects in the name of AEPA in such depositories as may be designated for that purpose by the Board. He or she shall disburse or review the disbursement of the funds of AEPA as may be ordered by the Board, taking proper vouchers for the disbursements, and shall render to the President and Directors at the regular meetings of the Board, and whenever requested by them, an account of all his or her transactions as Treasurer and of the financial condition of AEPA. If required by the Board he or she shall deliver to the President and shall keep in force a bond at the expense of AEPA in form, amount and with a surety or securities satisfactory to the Board, conditioned for faithful performance of duties or his or her office and for restoration to AEPA in case of his or her death, resignation, retirement or removal from office of all books, papers, vouchers, money and property of whatever kind in his or her possession or under his or her control belonging to AEPA. The Treasurer may not be from the same Member agency as the President, Vice President or Secretary.

SECTION 6.3 Receive and Disperse Funds

The President and/or Treasurer, as officers of the AEPA, Inc., or their designees as approved by the Board and/or the Executive Committee are authorized to receive and disperse AEPA funds in compliance with AEPA, Inc. Policy and Procedures.

SECTION 6.4 Expenditures

Any expenditure made by the approved officers of the AEPA, Inc. shall not be made from an account with a balance less than the expenditure.

SECTION 6.5 Trade Show Expense Reimbursement

Reimbursements for a maximum of two (2) Members to exhibit at national trade shows shall be determined and approved by the Board. Reimbursements shall not exceed $20,000.00 annually including the following limitations per Member attending; Member shall use reasonable commercial efforts to obtain cost effective travel arrangements such as a competitive economy class airfare or mileage at the current IRS reimbursement rate, lodging at trade show rate a

maximum of 3 nights, food up to $50.00/day and other costs- cab, parking, shuttle (excludes rental car) not to exceed $50.00.

SECTION 6.6 Credit Cards

This section is to identify the appropriate use of AEPA Inc. credit card program available to authorized members to make business related purchases for goods or services.

6.6.1. The Executive Committee of AEPA Inc. will designate members allowed to hold an AEPA Inc. credit card. Those issued a credit card must be a member and have an on-going need to make business purchases such as travel, meeting expenses or other related expenses.

6.6.2. Cardholders may not use the cards for personal purchases or loan their card to another individual, with the exception of individuals within the organization authorized by the cardholders to make purchases using the organization credit card.

6.6.3. Cardholders and approvers must ensure that purchases with the organization card comply with all AEPA Inc. policies and purchasing procedures. Funds must not be expended that cannot be supported with the AEPA Inc. budgets.

6.6.4. All purchases must be supported by itemized receipts. A scanned copy of the receipt or invoice must be e-mailed to the Treasurer within 30 days of the end of the month of the expenditure unless other arrangements have been made with the Treasurer. Cardholders must keep original copy of receipt or invoice for calendar year.

6.6.5. Cardholders who make non-business related, unauthorized purchases or purchases that cannot supported as a business expense by appropriate documentation will be personally responsible for those purchases. A misuse of an AEPA Inc. credit card may result in termination of credit card use for that individual member.

6.6.6. Cardholders are responsible for reporting card loss, theft, or unauthorized use to the Treasurer and/or Executive Committee as soon as they are aware of the occurrence.

6.6.7. The Treasurer shall submit to the Executive Committee on a regular basis a summary of financial transaction to include credit purchase and use at each Executive Committee meeting or when requested by the Board.

## ARTICLE 7. Membership

SECTION 7.1 Minimum Level of Contract Participation

It is the responsibility of the Member to actively promote the use of AEPA contracts**.** Each Member shall complete the *Annual AEPA Member Report.* Any Member whose use falls below one-half of the solicitations which the Member is legally allowed to use, shall present a report to the membership on the status of the AEPA contracts by their member agencies and the potential for future use. The Board shall suggest corrective action to the Member and monitor further usage of contracts by the Member. Action by the Board could

include termination of membership.

SECTION 7.2 Compliance

It is the responsibility of each Member to ensure that the AEPA solicitation process and contracts are in compliance with its state laws. Members will make every effort to make their agency Terms and Conditions consistent with the Terms and Conditions of the majority of the Member states. AEPA assumes no liability for non-compliance with state, federal or local laws or regulations by any Member.

SECTION 7.3 Contract Usage Reports

Contracts must be monitored for use by the Member and the Member must provide contract usage information as authorized by AEPA.

SECTION 7.4 Meeting Participation

Each Member is expected to send at least one authorized representative to each of two required meetings. Not more than two representatives from each Member will be seated at the meeting table. The Presiding Officer may waive this procedure if space permits.

SECTION 7.5 Active Participation

Each Member will actively participate in and support the mission of the AEPA. Each member will serve on at least one or more AEPA committees, complete the annual Disclosure, Code of Conduct and any other forms so required by the Board. Members with special skills or expertise have a duty to serve in a leadership capacity of the organization.

SECTION 7.6 Member Conflict of Interest

7.6.1. Member Individual Solicitation

An AEPA Member may market and provide AEPA contracts in another Member state provided that both Members mutually agree in writing and the agreement is forwarded to the AEPA President.

AEPA Members that market or make available AEPA contracts in “non-AEPA” states will submit in writing to the AEPA President the following information: name of the state, name of the vendors, and the volume generated by the AEPA contracts.

Re-soliciting AEPA contracts for use in other AEPA states is prohibited. Any alleged infraction must be documented and brought to the Board for review and action.

7.6.2. Financial Benefit

A Member that will or may receive any financial benefit from a vendor or potential vendor beyond the stated administrative fee shall not participate in prohibited activities, including:

7.6.2.1. Drafting Solicitations to which the vendor might respond,

7.6.2.2. Contract Oversight Committee membership for any solicitation that includes or could include the vendor,

7.6.2.3. Discussions regarding the vendor or potential vendor, or

7.6.2.4. Voting on approval or any other action related to the vendor or potential vendor.

7.6.3. New Member Use

AEPA encourages new Members to avail themselves of all AEPA contracts which they have the legal authority to perform.

7.6.4 Harmony

To promote harmony, Members shall cooperate as follows in marketing and selling items and services from AEPA contracts in non-member states.

7.6.4.1 Existing AEPA member relationships in non-member states.

7.6.4.1.1 All Members shall be grandfathered into non-member states or areas of non-Member states where, prior to March 1, 2008 they have had:

7.6.4.1.1.1 Sales within the last year, or

7.6.4.1.1.2 Written evidence of a plan with a vendor to market within that state.

7.6.4.1.2 Such effort shall be limited to 10 states per Member

7.6.4.2 Other than listed in (7.6.4.1) above, all Members shall submit to the AEPA President their request to market and sell in non-member states for each AEPA vendor contract they intend to market or sell.

7.6.4.2.1 Should more than one Member indicate intent to market or sell a specific vendor contract in a specific state, those Members shall discuss and resolve the conflict.

7.6.4.2.2 Should they not be able to reach an agreement, the vendor in question shall determine which Member shall have marketing and sales right for that non-Member state or part of that state.

7.6.4.3 A vendor may identify a specific state or states where they do not want their AEPA contract marketed or sold.

7.6.4.4 AEPA Members may discuss joint sales and marketing endeavors in a non- AEPA State and have the option to share the commission.

## ARTICLE 8. Awarded Vendor Responsibilities

SECTION 8.1 Marketing

Each AEPA-approved vendor is expected to have a proactive marketing plan in place**.** If there is more than one contract for a vendor in the state of a Member, and the AEPA contract is more advantageous to the Member, then the vendor shall market the AEPA contract as the solution of choice.

SECTION 8.2 Reporting

Each vendor will report sales by state to the AEPA Solicitation Utilization Committee.

SECTION 8.3 Minimum Levels of Participation

It is the responsibility of the AEPA-approved vendor to actively promote the use of its AEPA-approved contracts**.** Each vendor shall complete the Annual AEPA Vendor Report. Any vendor whose use falls below sales to one-half to the Members shall present a report to the membership on the status of the use of their AEPA contracts and the potential for future use.

SECTION 8.4 Contract Term Length

AEPA contracts are awarded for an initial term of up to 15 months. Up to three annual extensions are available. Ending dates for all contracts awarded by individual Members shall coincide with the AEPA ending dates.

SECTION 8.5 Contract Extensions

Approved vendors can only extend the AEPA contract to current AEPA Members. If membership by a Member is terminated, extensions of the contract will not be available to that Member.

## ARTICLE 9. Bid/Proposal Process

SECTION 9.1 Solicitation Development

When it is in the best interest of AEPA member agencies, AEPA may allow Requests for Proposal~~s~~, (RFP) in lieu of issuing an Invitation for Bid, (IFB). AEPA will use Common Law contracts as the guidance document for issuing RFP's. An approval process will be developed by the AEPA Solicitation Committee to allow an AEPA Category Committee to request to use an RFP process instead of an IFB process.

Solicitation development will be the overall responsibility of the Solicitation Coordinator. The solicitation will contain five major parts that will be drafted by various people and/or committees as listed below.

9.1.1. Solicitation Overview--Solicitation Coordinator

9.1.2. General Terms and Conditions--Membership

9.1.3. State Terms and Conditions--Each Member

9.1.4. Commodity Specifications--Category Committee

9.1.5. Forms--Solicitation Coordinator

SECTION 9.2 Advertising, Publication and Distribution

Each AEPA solicitation will be a single issue simultaneous solicitation by all Members. Solicitations will be advertised and published by each Member. The Solicitation Distribution Committee will track prospective responders that are notified of the solicitation availability.

SECTION 9.3 Questions

Only the Solicitation Questions and Answers Committee will answer questions concerning the solicitation

SECTION 9.4 Receiving Bids

The Solicitation Acceptance Committee will receive responses and initially determine the responsive respondents

SECTION 9.5 Commodity Selection for Potential Solicitations

Board will approve the commodity categories to be advertised.

SECTION 9.6 Term of Contracts

Unless otherwise agreed to by majority vote, all solicitations will result in initial contracts for up to fifteen (15) months with three possible one-year extensions.

SECTION 9.7 State Terms and Conditions

Each Member will provide the Solicitation Coordinator with State Terms and Conditions that it requires in addition to the General Terms and Conditions.

SECTION 9.8 Solicitation Publication

Each Member will actively promote AEPA solicitations to prospective responders and assist in the solicitation publication as outlined by AEPA.

SECTION 9.9 Prospective Responders

9.9.1. Solicitation Distribution

The solicitations will be made available on the AEPA website.

9.9.2. Member Prospective Responder Distribution

Each Member will make timely notification to their prospective responders of IFB or RFP availability.

9.9.3. Web Link

Members will provide a link from their website (if one exists) to the AEPA website to enable prospective responders to obtain the solicitation documents.

SECTION 9.10 Questions Concerning the solicitation

All questions concerning the solicitation will be addressed to the Solicitation Questions and Answers Committee. The Solicitation Questions and Answers Committee will issue all responses after review by Members.

SECTION 9.11 Solicitation Receiving and Opening

Solicitation responses will be received and opened by the Solicitation Committee. Any late responses will be returned to the respondent unopened

with a letter of explanation.

SECTION 9.12 Mid-year (0.5) Solicitation

In the event the AEPA Board wishes to issue a mid-year solicitation, one or more of the following parameters will be met in determining whether a mid-year solicitation will be approved:

9.12.1 Re-issuance of a previously unsuccessful solicitation

9.12.2 Extraordinary, broadly available funding opportunities that are time sensitive

9.12.3 Narrowly defined category with a set of current specifications available for use through a state agency or other avenue

## ARTICLE 10. Evaluation Process

SECTION 10.1 Solicitation Acceptance Distribution

Once the responses are opened and tabulated by the Solicitation Committee, documents required for evaluation will be distributed to the appropriate Contract Oversight Committee. During the evaluation process, the Contract Oversight Committee may recommend to the Board that certain responses be rejected**.** Committee actions will be included in the evaluation report to the general membership.

SECTION 10.2 Oversight Committee Recommendations

The recommendation by the Category Committee will present the solicitation responses ranked in the appropriate order for the IFB or RFP

SECTION 10.3 Approval Meeting

The Category Committee evaluation will be presented on the approved AEPA form and the recommendations will be available to the Board at least 24 hours prior to the approval meeting.

SECTION 10.4 Evaluation Criteria

Evaluation criteria will be determined by the Category Committee and shall be included in the solicitation specifications.

## ARTICLE 11. Approval and Award Process

SECTION 11.1 Solicitation Intent

The intent of an AEPA solicitation is to obtain vendors that will provide products and services to all Members. Upon the recommendation of the Category Committee and by vote of the membership, a respondent may be approved for an award that will provide services and products to a minimum of 90% of the members who indicate they will use the contract. Members served shall include at least two of the three least populated states.

SECTION 11.2 Presentation of Responses

Recommendations by the Category Committees will be considered by the Board.

SECTION 11.3 Approval Vote

AEPA contracts are approved by a majority vote of participating Members for that category.

SECTION 11.4 Line Item or Catalog Determination

Each AEPA solicitation will be identified as either a line item or a catalog solicitation. Catalog solicitations provide for fixed discounts for the entire nationally published catalog or sub-catalog and items that may change price and characteristics frequently. Line item solicitations involve specifically defined items at set prices. Line item solicitations allow price and item modification as permitted in the solicitation document during AEPA meetings. Catalog solicitations allow price and item modification as permitted in the solicitation document upon change of the catalog with discounts remaining constant.

SECTION 11.5 Approved Vendor Contacts Members

Once a vendor is approved by AEPA, the vendor is responsible for initiating communication to finalize the contract documents and complete any additional paperwork required by the Member.

SECTION 11.6 Member Review

It is the responsibility of the Members to review each AEPA approved response and determine if a contract is to be awarded for that Member.

SECTION 11.7 Beginning Date

The beginning date of the contract is the date of the "award" by the Member. The ending date of the contract will coincide with the AEPA ending date.

## ARTICLE 12. Contract Management

SECTION 12.1 Contract Award

12.1.1. First Year

Once a contract is awarded by the Member, it is valid through February 28, approximately 15 months following AEPA initial approval.

12.1.2. Additional Volume Discount

As part of their solicitation submission, a respondent may provide for volume discounts. The threshold for the discount should be included in their solicitation documents.

SECTION 12.2 Contract Extensions

12.2.1. Oversight Recommendation

The Category Committees are responsible for reviewing solicitations and contracts and making extension recommendations, in writing, to the membership.

12.2.2. Extension Vote

A majority of those in attendance that have signed the contract, and have it as a current offering in their agency, must approve all contract extensions, terminations and modifications.

12.2.3. Member Extension

Once AEPA approval is made, each Member is responsible for determining if it will extend an AEPA approved contract renewal for its state.

12.2.4. Use of Only Approved Extensions

It is the responsibility of the Member to allow only the use of an AEPA vendor offering that is currently approved by AEPA.

SECTION 12.3 Contract Appeal Process

12.3.1. Initial Contact With Category Committee

A Respondent desiring appeal of a decision regarding a solicitation or a contract, shall first address the appropriate Category Committee.

12.3.2. First Appeal to President

If the issue is not satisfactorily resolved, it may be submitted to the President of AEPA.

12.3.3. Final Appeal to Board

If the issue is not satisfactorily resolved, it may be submitted to the Board.

SECTION 12.4 Contract Modifications

AEPA recommends a contract with the vendor, and then each Member has the option to award the contract. If a vendor or a Member requests a change in the contract, such change must be referred to the appropriate Category Committee. The appropriate Category Committee will make a recommendation to the President for action by the AEPA membership. The contract can only be modified by a vote of the AEPA membership. The appropriate vendor having a contract with a Member may adopt any approved changes in the contract.

## ARTICLE 13. Adoption, Amendments and Precedence

SECTION 13.1 Adoption

These Procedures are adopted on the 27th of July 2007.

SECTION 13.2 Amendments

The Procedures may be amended by a majority vote of the total membership.

SECTION 13.3 Precedence

The Articles of Incorporation, Bylaws and Board Policies take precedence over the Procedures. The Procedures take precedence over any other documents of AEPA.

## ARTICLE 14. Attachments

Certain documents need to be maintained by AEPA to ensure good management.

| | |
|---|---|
| SECTION 14.1 | Articles of Incorporation |
| SECTION 14.2 | Bylaws |
| SECTION 14.3 | Board Policy |
| SECTION 14.4 | Procedures |
| SECTION 14.5 | Memorandum of Understanding (MOU) between Members |
| SECTION 14.6 | AEPA Application for Membership |
| SECTION 14.7 | Annual AEPA Member Report |
| SECTION 14.8 | Annual AEPA Vendor Report |
| SECTION 14.9 | Solicitation Evaluation and Contract Recommendation Form |
| SECTION 14.10 | Committee List, Responsibilities and Membership |
| SECTION 14.11 | Current and Archived IFB's or RFP's |
| SECTION 14.12 | Minutes of AEPA Meetings |
| SECTION 14.13 | Organizational Chart |
| SECTION 14.14 | Recommendation for Contract Extension Form |

I hereby certify that the foregoing Procedures of the Association of Educational Purchasing Agencies, Inc., a Nevada Corporation, consisting of 17 pages, are the Procedures of this Corporation, adopted by its Board of Directors on September 17, 2010.

_____

Secretary

ATTEST:

_____

President

STATE OF INDIANA )

)

COUNTY OF CLARK )

On this day of_____in the year 2010 before me personally appeared Tom Post and Pam Clover, to me known to be (or proven to me on the basis of satisfactory evidence) the persons named in, and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

_____

Notary Public

My Commission Expires:

_____

**AEPA 2019 Signed Contracts, Sales & Fees By Contracts**

***Report April 4, 2020 (2019 Report)***

- ***28 States Submitted Complete Sales Reports***
- ***19 States Submitted Contract Reports***

| YR | Vendors | Contracts | State Sales | Admin Received |
|---|---|---|---|---|
| 16 | AstroTurf (formerly ProGrass LLC) (Synthetic Truf) #016G | 14 | $11,443,396.12 | $177,930.70 |
| 16 | Daktronics Inc (Scoreboard & Marquee Signage) #016I | 18 | $13,050,044.51 | $258,083.78 |
| 16 | Dude Solutions Inc dba SchoolDude & Facility Dude (Facility Management Software) #016A | 16 | $12,101,903.21 | $248,806.03 |
| 16 | Field Turf USA Inc (Synthetic Turf) #016G | 15 | $23,199,738.77 | $429,157.10 |
| 16 | Field Turf USA Inc (Tracks & Courts) #016H | 13 | $18,925,656.66 | $371,887.31 |
| 16 | Hellas Construction Inc (Synthetic Turf) #016G | 15 | $15,361,324.43 | $251,987.47 |
| 16 | Hellas Construction Inc (Tracks & Courts) #016H | 15 | $7,061,680.39 | $128,638.49 |
| 16 | Mackin Educational Resources (Mobile Learning Solutions) #016C | 17 | $2,032,455.49 | $85,397.34 |
| 16 | Motz Group (Synthetic Turf) #016G | 8 | $6,421,385.00 | $128,427.70 |
| 16 | Shaw Sport Turf (Synthetic Turf) #016G | 15 | $4,423,077.00 | $88,461.54 |
| 17 | Konica Minolta (Digital Copiers) #017B | 19 | $27,700,124.52 | $557,582.83 |
| 17 | Kyocera Mita America, INC (Digital Copiers) #017B | 19 | $6,613,465.53 | $136,236.11 |
| 17 | Progressive Services INC (Roofing) #017F | 11 | $5,074,794.81 | $101,353.33 |
| 17 | Sports Surfaces Distributing (Hardwood & Synthetic Flooring) #017C | 13 | $576,095.88 | $11,521.93 |
| 17 | Techline Sports Lighting (Athletic Lighting) #017A | 14 | $1,339,430.00 | $23,623.30 |
| 17 | WTI-Weatherproofing Technologies Inc/Tremco (Roofing) #017F | 18 | $79,078,798.39 | $1,601,822.79 |
| 18 | Biofit Engineered Products (Furniture Supplies) #018D | 18 | $342,326.18 | $7,246.83 |
| 18 | CDWG (Technology Catalog) #018A | 18 | $208,815,837.50 | $3,399,947.75 |
| 18 | Facility Solutions Group (LED Lighting) #018B | 17 | $283,297.47 | $5,666.20 |
| 18 | MNJ Technologies Direct Inc (Technology Catalog) #018A | 15 | $4,148,355.14 | $83,082.82 |
| 18 | National Business Furniture (Furniture Supplies) #018D | 18 | $1,173,901.95 | $22,530.11 |
| 18 | School Specialty (Furniture Supplies) #018D | 18 | $6,393,139.77 | $145,958.81 |
| 18 | SICO (Furniture Supplies) #018D | 18 | $3,438.20 | $68.76 |
| 18.5 | Best Plumbing Specialties (Maintenance, Repair & Operations (MRO)) #018.5A | 16 | $267,914.25 | $13,309.72 |
| 18.5 | Kranos Corporation dba Schutt Sports (Athletic Equipment & Supplies) #018.5C | 18 | $12,828.55 | $256.57 |
| 18.5 | Midwest Technology Products (Career & Technical Education) #018.5B | 19 | $505,718.50 | $10,429.40 |
| 18.5 | Partac Peat Corporation (Athletic Equipment & Supplies) #018.5C | 17 | $555,622.29 | $11,122.53 |

| YR | Vendors | Contracts | State Sales | Admin Received |
|---|---|---|---|---|
| 18.5 | School Health Corporation<br>(Athletic Equipment & Supplies) #018.5C | 14 | $94,858.70 | $1,877.48 |
| 18.5 | School Specialty, Inc.<br>(Athletic Equipment & Supplies) #018.5C | 16 | $678,995.18 | $14,572.81 |
| 19 | BLICK Art Materials<br>(School & Instructional Supply Catalog) #019E | 17 | $781,138.73 | $15,766.77 |
| 19 | Busch Systems International, Inc.<br>(Custodial Supplies & Equipment) #019B | 16 | $400.24 | $8.00 |
| 19 | Hillyard, Inc.<br>(Custodial Supplies & Equipment) #019B | 15 | $27,582.58 | $551.69 |
| 19 | Pitsco, Inc.<br>(School & Instructional Supply Catalog) #019E | 18 | $21,621.80 | $432.34 |
| 19 | Quill Corporation<br>(Office Supplies Catalog) #019C | 15 | $29,288,253.13 | $731,704.90 |
| 19 | Quill Corporation<br>(School & Instructional Supply Catalog) #019E | 15 | $7,850,883.70 | $173,260.06 |
| 19 | School Specialty<br>(School & Instructional Supply Catalog) #019E | 16 | $24,653,296.75 | $518,630.73 |
| 19 | State Industrial Products<br>(Custodial Supplies & Equipment) #019B | 15 | $574.41 | $11.49 |
| 19.5 | Hussey Seating Company<br>(Bleachers & Stadium Seating) #019.5A | 11 | $0.00 | $0.00 |
| 19.5 | Kompan, Inc<br>(Playground & Recreational Equipment) #019.5B | 14 | $0.00 | $0.00 |
| 19.5 | Playcraft Systems, LLC<br>(Playground & Recreational Equipment) #019.5B | 13 | $0.00 | $0.00 |
| 19.5 | Romtec, Inc<br>(Playground & Recreational Equipment) #019.5B | 13 | $0.00 | $0.00 |
| | | | **$520,303,355.73** | **$9,757,353.52** |

**AEPA 2019 Member Signed Contracts, Sales & Admin Fees By State**

***Report April 4, 2020 (2019 Report)***

| Submitter ID | Reported Signed Contracts 41 Contracts Offered | 2019 Member Sales | 2019 Member Fees |
|---|---|---|---|
| California | 33 | $106,289,630.76 | $1,681,545.93 |
| Colorado | 41 | $17,780,512.95 | $245,586.11 |
| Connecticut | 35 | $10,621,624.26 | $199,702.23 |
| Florida | 33 | $15,341,233.97 | $260,730.84 |
| Georgia | 0 | $575,233.99 | $11,504.66 |
| Illinois | 0 | $9,221,793.20 | $196,353.96 |
| Indiana | 0 | $10,393,299.26 | $233,478.03 |
| Iowa | 30 | $7,988,414.80 | $178,652.09 |
| Kansas | 41 | $27,477,276.18 | $511,058.93 |
| Kentucky | 41 | $13,871,716.81 | $266,537.49 |
| Massachusetts | 23 | $2,492,925.22 | $49,621.44 |
| Michigan | 40 | $4,034,621.40 | $79,538.96 |
| Minnesota | 0 | $10,933,949.03 | $219,312.42 |
| Missouri | 0 | $24,259,001.97 | $471,545.61 |
| Montana | 0 | $4,918,252.33 | $96,058.36 |
| Nebraska | 41 | $4,403,767.45 | $79,966.00 |
| New Jersey | 13 | $31,162,233.17 | $649,953.87 |
| New Mexico | 0 | $21,439,497.94 | $422,626.33 |
| North Dakota | 34 | $2,037,581.43 | $39,592.43 |
| Ohio | 41 | $39,021,685.25 | $748,819.50 |
| Oregon | 0 | $18,628,882.02 | $322,646.75 |
| Pennsylvania | 28 | $35,446,787.66 | $699,256.52 |
| Texas | 0 | $11,129,793.72 | $154,591.47 |
| Virginia | 0 | $16,512,058.26 | $297,327.71 |
| Washington | 17 | $50,522,457.00 | $962,708.00 |
| West Virginia | 40 | $11,585,834.46 | $456,345.93 |
| Wisconsin | 38 | $5,991,289.91 | $100,634.83 |
| Wyoming | 39 | $6,222,001.33 | $121,657.12 |
| **Total 2019** | | **$520,303,355.73** | **$9,757,353.52** |

**Total Sales By Member States**

*Report April 4, 2020 (2019 Report)*

| Total Sales by Member State | | | | | |
|---|---|---|---|---|---|
| **State** | **2015** | **2016** | **2017** | **2018** | **2019** |
| California | $ 93,115,976.87 | $ 92,716,065.96 | $ 104,808,449.16 | $ 92,978,161.75 | $ 106,289,630.76 |
| Colorado | $ 12,382,486.60 | $ 14,001,373.80 | $ 18,397,641.22 | $ 13,068,755.23 | $ 17,780,512.95 |
| Connecticut | $ 5,761,671.03 | $ 7,157,803.78 | $ 5,275,876.43 | $ 10,538,299.59 | $ 10,621,624.26 |
| Florida | $ 5,353,185.80 | $ 5,657,122.48 | $ 7,278,259.08 | $ 5,717,762.45 | $ 15,341,233.97 |
| Georgia | - | - | - | $ - | $ 575,233.99 |
| Illinois | - | - | - | $ - | $ 9,221,793.20 |
| Indiana | $ 11,089,018.74 | $ 11,730,217.86 | $ 9,721,694.19 | $ 13,427,563.84 | $ 10,393,299.26 |
| Iowa | $ 11,962,920.86 | $ 10,890,416.99 | $ 9,806,685.97 | $ 8,633,850.76 | $ 7,988,414.80 |
| Kansas | $ 15,044,065.20 | $ 22,930,233.53 | $ 19,842,682.48 | $ 26,185,875.72 | $ 27,477,276.18 |
| Kentucky | $ 11,965,817.25 | $ 11,532,075.29 | $ 12,482,887.00 | $ 14,814,688.14 | $ 13,871,716.81 |
| Massachusetts | $ 1,323,800.33 | $ 1,403,851.44 | $ 2,466,295.83 | $ 2,474,659.46 | $ 2,492,925.22 |
| Michigan | $ 6,682,146.54 | $ 4,644,951.63 | $ 3,231,646.83 | $ 2,012,928.45 | $ 4,034,621.40 |
| Minnesota | $ 16,336,553.36 | $ 19,470,332.41 | $ 16,349,919.76 | $ 12,909,095.64 | $ 10,933,949.03 |
| Missouri | $ 30,300,462.12 | $ 27,014,494.79 | $ 26,259,272.52 | $ 20,697,214.39 | $ 24,259,001.97 |
| Montana | $ 3,416,705.26 | $ 3,646,373.92 | $ 5,221,567.78 | $ 4,787,261.40 | $ 4,918,252.33 |
| Nebraska | $ 5,251,199.72 | $ 4,475,183.62 | $ 2,788,912.01 | $ 2,871,349.94 | $ 4,403,767.45 |
| New Jersey | $ 2,559,429.50 | $ 4,350,330.32 | $ 11,971,299.65 | $ 13,938,884.13 | $ 31,162,233.17 |
| New Mexico | $ 32,888,945.11 | $ 17,596,065.85 | $ 19,935,181.62 | $ 15,704,113.41 | $ 21,439,497.94 |
| North Dakota | $ 2,831,383.65 | $ 2,215,507.61 | $ 1,750,092.16 | $ 2,891,632.01 | $ 2,037,581.43 |
| Ohio | $ 38,030,670.96 | $ 32,805,335.75 | $ 37,792,648.44 | $ 37,661,518.48 | $ 39,021,685.25 |
| Oregon | $ 19,929,425.38 | $ 21,324,860.91 | $ 18,231,114.67 | $ 15,419,825.72 | $ 18,628,882.02 |
| Pennsylvania | $ 46,412,718.52 | $ 55,146,824.07 | $ 46,537,462.04 | $ 45,734,863.65 | $ 35,446,787.66 |
| Texas | $ 6,605,838.34 | $ 7,000,460.51 | $ 9,146,324.42 | $ 10,738,730.12 | $ 11,129,793.72 |
| Virginia | $ 15,542,463.60 | $ 22,101,833.53 | $ 20,568,159.32 | $ 16,765,957.35 | $ 16,512,058.26 |
| Washington | $ 47,085,551.00 | $ 44,806,490.00 | $ 47,876,810.50 | $ 51,136,583.34 | $ 50,522,457.00 |
| West Virginia | $ 13,914,478.38 | $ 18,773,958.92 | $ 7,535,407.80 | $ 10,911,881.48 | $ 11,585,834.46 |
| Wisconsin | $ 5,280,940.76 | $ 5,151,316.91 | $ 2,100,768.77 | $ 4,638,227.89 | $ 5,991,289.91 |
| Wyoming | $ 2,384,328.00 | $ 3,394,188.69 | $ 2,643,537.23 | $ 4,573,849.66 | $ 6,222,001.33 |
| | | | | | |
| **Totals** | **$ 463,452,182.88** | **$ 471,937,670.57** | **$ 470,020,596.88** | **$ 461,233,534.00** | **$ 520,303,355.73** |

**Total Sales By Vendor Partner**
*Report April 4, 2020 (2019 Report)*

| Total Sales by Vendor Partner | | | | | |
|---|---|---|---|---|---|
| **Vendor Partner** | **2015 Total Sales** | **2016 Total Sales** | **2017 Total Sales** | **2018 Total Sales** | **2019 Total Sales** |
| AstroTurf (formerly ProGrass LLC) | $ 3,722,650 | $ 4,005,338 | $ 2,687,668 | $ 1,305,000 | $ 11,443,396 |
| Best Plumbing Specialties | n/a | n/a | n/a | $ 79,688 | $ 267,914 |
| Biofit Engineered Products | n/a | n/a | n/a | $ 226,244 | $ 342,326 |
| Blick Art | n/a | n/a | n/a | n/a | $ 781,139 |
| Busch Systems | n/a | n/a | n/a | n/a | $ 400 |
| CDW-G | $ 210,055,546 | $ 215,767,906 | $ 205,050,395 | $ 182,400,004 | $ 208,815,838 |
| CCS Presentation | $- | n/a | n/a | n/a | n/a |
| CEIA | $ 18,906 | $- | $ - | $ - | n/a |
| Creative Information Technologies (CITI) | $- | $ 12,629 | $ - | $ - | n/a |
| Daktronics | $ 7,290,953 | $ 8,344,364 | $ 10,352,360 | $ 12,277,880 | $ 13,050,045 |
| Facility Solutions Group | n/a | n/a | n/a | $ 31,485 | $ 283,297 |
| **Field Turf (Combined)** | **$ 34,031,052** | **$ 50,730,707** | **$ 43,718,847** | **$ 34,990,888** | **$ 42,125,395** |
| *Field Turf-Track* | *$ 10,697,633* | *$ 16,626,745* | *$ 12,659,532* | *$ 7,413,630* | *$ 18,925,657* |
| *Field Turf-Turf* | *$ 23,333,419* | *$ 34,103,962* | *$ 31,059,314* | *$ 27,577,258* | *$ 23,199,739* |
| **Hellas Construction (Combined)** | **n/a** | **$ 2,740,486** | **$ 2,150,028** | **$ 20,889,347** | **$ 22,423,005** |
| *Hellas-Track* | | *$ 1,677,753* | *$ 586,587* | *$ 821,503* | *$ 7,061,680* |
| *Hellas-Turf* | | *$ 1,062,733* | *$ 1,563,441* | *$ 20,067,844* | *$ 15,361,324* |
| Hillyard | - | - | - | - | $ 27,583 |
| Hussey Seating | n/a | n/a | n/a | n/a | $ - |
| i3-Identificatioin International Inc | $- | $- | $ - | n/a | n/a |
| Independent Stationers | $ 23,469 | $ 145,660 | $ 106,876 | $ 11,052 | n/a |
| Interior Systems | $ 218,206 | $ 47,632 | $ 61,205 | $ - | n/a |
| Kompan | n/a | n/a | n/a | n/a | $ - |
| Konica Minolta | $ 34,444,803 | $ 36,777,085 | $ 35,111,582 | $ 30,340,500 | $ 27,700,125 |
| Kranos Corp dba Schutt Sports | n/a | n/a | n/a | $ 957 | $ 12,829 |
| Kyocera Mita | $ 2,188,063 | $ 812,662 | $ 1,661,028 | $ 1,918,594 | $ 6,613,466 |
| Mackin | $ 588,953 | $ 151,211 | $ 263,046 | $ 1,021,239 | $ 2,032,455 |
| Midwest Technology Products | $ 111,890 | $ 122,563 | $ 347,228 | $ 416,381 | $ 505,719 |
| MNJ Technologies | $ 9,379,136 | $ 6,904,649 | $ 5,155,901 | $ 4,297,615 | $ 4,148,355 |
| Motz Group | n/a | $ 1,048,260 | $ 3,312,037 | $ 7,382,261 | $ 6,421,385 |
| National Business Furniture | n/a | n/a | n/a | $ 538,235 | $ 1,173,902 |
| Nilfisk | $ 35,204 | $ 20,579 | $ 8,804 | $ 4,063 | n/a |
| Partac Peat Corporation | n/a | n/a | n/a | $ 309,226 | $ 555,622 |
| Peripole | $ 2,541 | n/a | n/a | n/a | n/a |
| Pitsco | n/a | n/a | n/a | n/a | $ 21,622 |
| Playcraft Systems | n/a | n/a | n/a | n/a | $ - |
| Progressive Roofing | $ 6,596,257 | $ 5,992,332 | $ 9,452,510 | $ 10,091,627 | $ 5,074,795 |
| **Quill (Combined)** | **$ 30,400,963** | **$ 29,122,075** | **$ 29,910,894** | **$ 34,242,095** | **$ 37,139,137** |
| *Quill-Kitchen Supplies* | *$ 3,850* | *$ 105,750* | *$ -* | n/a | n/a |
| *Quill-Instructional* | *$ 15,035,483* | *$ 10,036,796* | *$ 16,409,542* | *$ 16,937,228* | *$ 7,850,884* |
| *Quill-Office* | *$ 15,361,630* | *$ 18,979,528* | *$ 13,489,526* | *$ 17,278,154* | *$ 29,288,253* |
| *Quill-Rest Room, Break Room & Safety* | *$-* | *$-* | *$ 11,826* | *$ 26,713* | n/a |
| Romtec | n/a | n/a | n/a | n/a | $ - |
| School Health Corporation | n/a | n/a | n/a | $ 217,638 | $ 94,859 |
| **School Specialty (Combined)** | **$ 27,282,020** | **$ 27,458,958** | **$ 27,265,888** | **$ 27,593,783** | **$ 31,725,432** |
| *School Specialty - Instructional* | *$ 19,465,071* | *$ 21,100,696* | *$ 19,839,270* | *$ 21,548,383* | *$ 24,653,297* |
| *School Specialty Career Tech* | *$ 497,154* | *$ 1,601,817* | *$ 49,834* | $ 4,566 | n/a |
| *School Specialty Sports* | *$ 113,519* | *$ 65,174* | *$ 176,681* | *$ 620,800* | *$ 678,995* |
| *School Specialty - FFE* | *$ 7,206,276* | *$ 4,691,279* | *$ 7,200,103* | *$ 5,420,035* | *$ 6,393,140* |
| SchoolDude / Dude Solutions | $ 6,959,658 | $ 9,837,893 | $ 14,656,467 | $ 11,210,164 | $ 12,101,903 |
| Shaw Sport Turf | n/a | $- | $ 2,867,545 | $ 6,648,874 | $ 4,423,077 |
| Sherwin-Williams | n/a | $- | $ - | n/a | n/a |
| SICO | n/a | n/a | n/a | $ 197,948 | $ 3,438 |
| Sivic Solutions | $ 15,500,034 | $ 744,863 | $ - | n/a | n/a |
| Spectrum | $- | n/a | n/a | n/a | n/a |
| Sports Supply Group | $- | n/a | n/a | n/a | n/a |
| **Sport Surfaces (Combined)** | **$ 5,630,829** | **n/a** | **$ 663,419** | **$ 517,481** | **$ 576,096** |
| *Sports Surfaces-Track* | *$ 3,373,264* | $- | $ - | n/a | n/a |
| *Sports Sufaces-Flooring* | *$ 2,257,565* | $- | $ 663,419 | $ 517,481 | $ 576,096 |
| **Staples (Combined)** | **$ 3,163,098** | **$ 1,783,081** | **$ 117,605** | **n/a** | n/a |
| *Staples-Office* | *$ 2,305,554* | $ 1,073,576 | $ 94,604 | n/a | n/a |
| *Staples-Custodial* | *$ 74,638* | $ 23,692 | $ 2,485 | n/a | n/a |
| *Staples FFE* | *$ 1,299* | $- | n/a | n/a | n/a |
| *Staples - Instructional* | *$ 781,607* | $ 685,813 | $ 20,515 | n/a | n/a |
| State Industrial Products | n/a | n/a | n/a | n/a | $ 574 |
| TeachingBooks.net | n/a | $- | $ 500 | $ - | n/a |
| Techline Lighting | $- | $ 1,178,948 | $ 795,118 | $ 2,125,597 | $ 1,339,430 |
| TLC Library Corporation | n/a | $- | $ - | $ - | n/a |
| Troxell | $ 607,807 | $ 137,306 | $ 759,324 | $ 43,688 | n/a |
| UBU | $ 1,096,245 | $- | $ 4,553,078 | $ 2,994,100 | n/a |
| WTI/Tremco | $ 64,103,900 | $ 68,050,484 | $ 68,991,243 | $ 66,909,880 | $ 79,078,798 |
| Totals | **$ 463,452,183** | **$ 471,937,671** | **$ 470,020,597** | **$ 461,233,534** | **$ 520,303,356** |

**Member State Rankings**

*Report April 4, 2020 (2019 Report)*

| Member State Rankings | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Rank** | **State** | **2015** | **Rank** | **State** | **2016** | **Rank** | **State** | **2017** | **Rank** | **State** | **2018** | **Rank** | **State** | **2019** |
| 1 | California | $ 93,115,977 | 1 | California | $ 92,716,066 | 1 | California | $ 104,808,449.16 | 1 | California | $92,978,161.75 | 1 | California | $ 106,289,630.76 |
| 2 | Washington | $ 47,085,551 | 2 | Pennsylvania | $ 55,146,824 | 2 | Washington | $ 47,876,810.50 | 2 | Washington | $51,136,583.34 | 2 | Washington | $ 50,522,457.00 |
| 3 | Pennsylvania | $ 46,412,719 | 3 | Washington | $ 44,806,490 | 3 | Pennsylvania | $ 46,537,462.04 | 3 | Pennsylvania | $45,734,863.65 | 3 | Ohio | $ 39,021,685.25 |
| 4 | Ohio | $ 38,030,671 | 4 | Ohio | $ 32,805,336 | 4 | Ohio | $ 37,792,648.44 | 4 | Ohio | $37,661,518.48 | 4 | Pennsylvania | $ 35,446,787.66 |
| 5 | New_Mexico | $ 32,888,945 | 5 | Missouri | $ 27,014,495 | 5 | Missouri | $ 26,259,272.52 | 5 | Kansas | $26,185,875.72 | 5 | New Jersey | $ 31,162,233.17 |
| 6 | Missouri | $ 30,300,462 | 6 | Kansas | $ 22,930,234 | 6 | Virginia | $ 20,568,159.32 | 6 | Missouri | $20,697,214.39 | 6 | Kansas | $ 27,477,276.18 |
| 7 | Oregon | $ 19,929,425 | 7 | Virginia | $ 22,101,834 | 7 | New Mexico | $ 19,935,181.62 | 7 | Virginia | $16,765,957.35 | 7 | Missouri | $ 24,259,001.97 |
| 8 | Minnesota | $ 16,336,553 | 8 | Oregon | $ 21,324,861 | 8 | Kansas | $ 19,842,682.48 | 8 | New Mexico | $15,704,113.41 | 8 | New Mexico | $ 21,439,497.94 |
| 9 | Virginia | $ 15,542,464 | 9 | Minnesota | $ 19,470,332 | 9 | Colorado | $ 18,397,641.22 | 9 | Oregon | $15,419,825.72 | 9 | Oregon | $ 18,628,882.02 |
| 10 | Kansas | $ 15,044,065 | 10 | West Virginia | $ 18,773,959 | 10 | Oregon | $ 18,231,114.67 | 10 | Kentucky | $14,814,688.14 | 10 | Colorado | $ 17,780,512.95 |
| 11 | West Virginia | $ 13,914,478 | 11 | New_Mexico | $ 17,596,066 | 11 | Minnesota | $ 16,349,919.76 | 11 | New Jersey | $13,938,884.13 | 11 | Virginia | $ 16,512,058.26 |
| 12 | Colorado | $ 12,382,487 | 12 | Colorado | $ 14,001,374 | 12 | Kentucky | $ 12,482,887.00 | 12 | Indiana | $13,427,563.84 | 12 | Florida | $ 15,341,233.97 |
| 13 | Kentucky | $ 11,965,817 | 13 | Indiana | $ 11,730,218 | 13 | New Jersey | $ 11,971,299.65 | 13 | Colorado | $13,068,755.23 | 13 | Kentucky | $ 13,871,716.81 |
| 14 | Iowa | $ 11,962,921 | 14 | Kentucky | $ 11,532,075 | 14 | Iowa | $ 9,806,685.97 | 14 | Minnesota | $12,909,095.64 | 14 | West Virginia | $ 11,585,834.46 |
| 15 | Indiana | $ 11,089,019 | 15 | Iowa | $ 10,890,417 | 15 | Indiana | $ 9,721,694.19 | 15 | West Virginia | $10,911,881.48 | 15 | Texas | $ 11,129,793.72 |
| 16 | Michigan | $ 6,682,147 | 16 | Connecticut | $ 7,157,804 | 16 | Texas | $ 9,146,324.42 | 16 | Texas | $10,738,730.12 | 16 | Minnesota | $ 10,933,949.03 |
| 17 | Texas | $ 6,605,838 | 17 | Texas | $ 7,000,461 | 17 | West Virginia | $ 7,535,407.80 | 17 | Connecticut | $10,538,299.59 | 17 | Connecticut | $ 10,621,624.26 |
| 18 | Connecticut | $ 5,761,671 | 18 | Florida | $ 5,657,122 | 18 | Florida | $ 7,278,259.08 | 18 | Iowa | $8,633,850.76 | 18 | Indiana | $ 10,393,299.26 |
| 19 | Florida | $ 5,353,186 | 19 | Wisconsin | $ 5,151,317 | 19 | Connecticut | $ 5,275,876.43 | 19 | Florida | $5,717,762.45 | 19 | Illinois | $ 9,221,793.20 |
| 20 | Wisconsin | $ 5,280,941 | 20 | Michigan | $ 4,644,952 | 20 | Montana | $ 5,221,567.78 | 20 | Montana | $4,787,261.40 | 20 | Iowa | $ 7,988,414.80 |
| 21 | Nebraska | $ 5,251,200 | 21 | Nebraska | $ 4,475,184 | 21 | Michigan | $ 3,231,646.83 | 21 | Wisconsin | $4,638,227.89 | 21 | Wyoming | $ 6,222,001.33 |
| 22 | Montana | $ 3,416,705 | 22 | New Jersey | $ 4,350,330 | 22 | Nebraska | $ 2,788,912.01 | 22 | Wyoming | $4,573,849.66 | 22 | Wisconsin | $ 5,991,289.91 |
| 23 | North Dakota | $ 2,831,384 | 23 | Montana | $ 3,646,374 | 23 | Wyoming | $ 2,643,537.23 | 23 | North Dakota | $2,891,632.01 | 23 | Montana | $ 4,918,252.33 |
| 24 | New Jersey | $ 2,559,430 | 24 | Wyoming | $ 3,394,189 | 24 | Massachusetts | $ 2,466,295.83 | 24 | Nebraska | $2,871,349.94 | 24 | Nebraska | $ 4,403,767.45 |
| 25 | Wyoming | $ 2,384,328 | 25 | North Dakota | $ 2,215,508 | 25 | Wisconsin | $ 2,100,768.77 | 25 | Massachusetts | $2,474,659.46 | 25 | Michigan | $ 4,034,621.40 |
| 26 | Massachusetts | $ 1,323,800 | 26 | Massachusetts | $ 1,403,851 | 26 | North Dakota | $ 1,750,092.16 | 26 | Michigan | $2,012,928.45 | 26 | Massachusetts | $ 2,492,925.22 |
| 27 | | | | | | | | | 27 | Illinois | $0.00 | 27 | North Dakota | $ 2,037,581.43 |
| | | | | | | | | | | | | 28 | Georgia | $ 575,233.99 |
| | | | | | | | | | | | | | | |
| | | **$ 463,452,183** | | | **$ 471,937,671** | | | **$ 470,020,597** | | | **$ 461,233,534** | | | **$ 520,303,356** |

**Vendor Partner Rankings**

*Report April 4, 2020 (2019 Report)*

**Vendor Partner Rankings**

| Rank | Vendor Partner | 2015 | Rank | Vendor Partner | 2016 | Rank | Vendor Partner | 2017 | Rank | Vendor Partner | 2018 | Rank | Vendor Partner | 2019 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | CDWG | $ 210,055,546 | 1 | CDWG | $ 215,767,906 | 1 | CDWG | $205,050,394.55 | 1 | CDW-G | $ 182,400,004 | 1 | CDW-G | $ 208,815,838 |
| 2 | WTI/Tremco | $ 64,103,900 | 2 | WTI/Tremco | $ 68,050,484 | 2 | WTI-Weatherproofing | $ 68,991,243.33 | 2 | WTI/Tremco | $ 66,909,880 | 2 | WTI/Tremco | $ 79,078,798 |
| 3 | Konica Minolta | $ 34,444,803 | 3 | Field Turf (Combined) | $ 50,730,707 | 3 | Field Turf USA Inc | $ 43,718,846.60 | 3 | Field Turf (Combined) | $ 34,990,888 | 3 | Field Turf (Combined) | $ 42,125,395 |
| 4 | Field Turf (Combined) | $ 34,031,052 | 4 | Konica Minolta | $ 36,777,085 | 4 | Konica Minolta | $ 35,111,581.76 | 4 | Quill (Combined) | $ 34,242,095 | 4 | Quill (Combined) | $ 37,139,137 |
| 5 | Quill (Combined) | $ 30,400,963 | 5 | Quill (Combined) | $ 29,122,074 | 5 | Quill | $ 29,910,894.45 | 5 | Konica Minolta | $ 30,340,500 | 5 | School Specialty (Combined) | $ 31,725,432 |
| 6 | School Specialty (Combined) | $ 27,282,020 | 6 | School Specialty (Combined) | $ 27,458,957 | 6 | School Specialty | $ 27,265,888.04 | 6 | School Specialty (Combined) | $ 27,593,783 | 6 | Konica Minolta | $ 27,700,125 |
| 7 | Sivic | $ 15,500,034 | 7 | SchoolDude | $ 9,837,893 | 7 | SchoolDude/Dude Solutions Inc | $ 14,656,466.84 | 7 | Hellas Construction (Combined) | $ 20,889,347 | 7 | Hellas Construction (Combined) | $ 22,423,005 |
| 8 | MNJ Technologies | $ 9,379,136 | 8 | Daktronics | $ 8,344,364 | 8 | Daktronics Inc | $ 10,352,359.69 | 8 | Daktronics | $ 12,277,880 | 8 | Daktronics | $ 13,050,045 |
| 9 | Daktronics | $ 7,290,953 | 9 | MNJ Technologies | $ 6,904,649 | 9 | Progressive Services INC | $ 9,452,510.14 | 9 | SchoolDude / Dude Solutions | $ 11,210,164 | 9 | SchoolDude / Dude Solutions | $ 12,101,903 |
| 10 | SchoolDude | $ 6,959,658 | 10 | Progressive Roofing | $ 5,992,332 | 10 | MNJ Technologies Direct Inc | $ 5,155,901.46 | 10 | Progressive Roofing | $ 10,091,627 | 10 | AstroTurf (formerly ProGrass LL | $ 11,443,396 |
| 11 | Progressive Roofing | $ 6,596,257 | 11 | ProGrass | $ 4,005,338 | 11 | UBU Sports | $ 4,553,077.88 | 11 | Motz Group | $ 7,382,261 | 11 | Kyocera Mita | $ 6,613,466 |
| 12 | Sports Surfaces | $ 5,630,829 | 12 | Hellas | $ 2,740,486 | 12 | Motz Group | $ 3,312,037.00 | 12 | Shaw Sport Turf | $ 6,648,874 | 12 | Motz Group | $ 6,421,385 |
| 13 | ProGrass | $ 3,722,650 | 13 | Staples | $ 1,783,082 | 13 | Shaw Sport Turf | $ 2,867,544.84 | 13 | MNJ Technologies | $ 4,297,615 | 13 | Progressive Roofing | $ 5,074,795 |
| 14 | Staples | $ 3,163,098 | 14 | Techline | $ 1,178,948 | 14 | ProGrass LLC | $ 2,687,668.35 | 14 | UBU | $ 2,994,100 | 14 | Shaw Sport Turf | $ 4,423,077 |
| 15 | Kyocera Mita | $ 2,188,063 | 15 | Motz Group | $ 1,048,260 | 15 | Hellas Construction Inc | $ 2,150,028.20 | 15 | Techline Lighting | $ 2,125,597 | 15 | MNJ Technologies | $ 4,148,355 |
| 16 | UBU | $ 1,096,245 | 16 | Kyocera Mita | $ 812,662 | 16 | Kyocera Mita America, INC | $ 1,661,028.03 | 16 | Kyocera Mita | $ 1,918,594 | 16 | Mackin | $ 2,032,455 |
| 17 | Troxel | $ 607,807 | 17 | Sivic | $ 744,863 | 17 | Techline Sports Lighting | $ 795,118.00 | 17 | AstroTurf (formerly ProGrass LL | $ 1,305,000 | 17 | Techline Lighting | $ 1,339,430 |
| 18 | Mackin | $ 588,953 | 18 | Mackin | $ 151,211 | 18 | Troxell Communications | $ 759,324.74 | 18 | Mackin | $ 1,021,239 | 18 | National Business Furniture | $ 1,173,902 |
| 19 | Interior Systems | $ 218,206 | 19 | Independent Stationers | $ 145,660 | 19 | Sports Surfaces Distributing | $ 663,419.12 | 19 | National Business Furniture | $ 538,235 | 19 | Blick Art | $ 781,139 |
| 20 | Midwest Technology | $ 111,890 | 20 | Troxel | $ 137,306 | 20 | Midwest Technology Products | $ 347,228.11 | 20 | Sport Surfaces (Combined) | $ 517,481 | 20 | Sport Surfaces (Combined) | $ 576,096 |
| 21 | Nilfisk | $ 35,204 | 21 | Midwest Technology | $ 122,563 | 21 | Mackin Educational Resources | $ 263,046.47 | 21 | Midwest Technology Products | $ 416,381 | 21 | Partac Peat Corporation | $ 555,622 |
| 22 | Independent Stationers | $ 23,469 | 22 | Interior Systems | $ 47,632 | 22 | Staples | $ 117,604.88 | 22 | Pratac Peat Corporation | $ 309,226 | 22 | Midwest Technology Products | $ 505,719 |
| 23 | CEIA | $ 18,906 | 23 | Nilfisk | $ 20,579 | 23 | Independent Stationers dba Epic | $ 106,876.01 | 23 | Biofit Engineered Products | $ 226,244 | 23 | Biofit Engineered Products | $ 342,326 |
| 24 | Peripole | $ 2,541 | 24 | Creative Information Technologies | $ 12,629 | 24 | Interior Systems Inc | $ 61,204.56 | 24 | School Health Corporation | $ 217,638 | 24 | Facility Solutions Group | $ 283,297 |
| 25 | Creative Information Technologies | $ - | 25 | CEIA | $ - | 25 | Nilfisk-Advance, Inc | $ 8,804.33 | 25 | SICO | $ 197,948 | 25 | Best Plumbing Specialties | $ 267,914 |
| 26 | i3-Identification International Inc | $ - | 26 | i3-Identification International Inc | $ - | 26 | TeachingBooks.net | $ 500.00 | 26 | Best Plumbing Specialties | $ 79,688 | 26 | School Health Corporation | $ 94,859 |
| 27 | Techline | $ - | 27 | Sports Surfaces | $ - | 27 | CEIA | $ - | 27 | Troxell | $ 43,688 | 27 | Hillyard | $ 27,583 |
| | | | 28 | Peripole | $ - | 28 | Creative Information | $ - | 28 | Facility Solutions Group | $ 31,485 | 28 | Pitsco | $ 21,622 |
| | | | 29 | UBU | $ - | 29 | Identification International, Inc | $ - | 29 | Independent Stationers | $ 11,052 | 29 | Kranos Corp dba Schutt Sports | $ 12,829 |
| | | | | | | 30 | Sherwin-Williams Company | $ - | 30 | Nilfisk | $ 4,063 | 30 | SICO | $ 3,438 |
| | | | | | | 31 | Sivic Solutions Group | $ - | 31 | Kranos Corp dba Schutt Sports | $ 957 | 31 | State Industrial Products | $ 574 |
| | | | | | | 32 | TLC Library Corporation | $ - | 32 | CEIA | $ - | 32 | Busch Systems | $ 400 |
| | | | | | | | | | 33 | Creative Information Technologies | $ - | 33 | Hussey Seating | $ - |
| | | | | | | | | | 34 | Interior Systems | $ - | 34 | Kompan | $ - |
| | | | | | | | | | 35 | TeachingBooks.net | $ - | 35 | Playcraft Systems | $ - |
| | | | | | | | | | 36 | TLC Library Corporation | $ - | 36 | Romtec | $ - |
| | | $ 463,452,183 | | | $ 471,937,670 | | | $ 470,020,597 | | | $ 461,233,534 | | | $ 520,303,356 |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016G Synthetic Turf<br>AstroTurf (formerly ProGrass LLC), Sales | Bid #016G Synthetic Turf<br>AstroTurf (formerly ProGrass LLC), Fees Rcvd | Bid #016I Signage<br>Daktronics, Sales | Bid #016I Signage<br>Daktronics, Fees Rcvd | Bid #016A Facility Mgt Software<br>Dude Solutions dba SchoolDude & Facility Dude, Sales | Bid #016A Facility Mgt Software<br>Dude Solutionsdba SchoolDude & Facility Dude, Fees Rcvd | Bid #016G Synthetic Turf<br>Field Turf (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Field Turf (Synthetic Turf), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $589,855.95 | $11,797.12 | $3,750,200.49 | $75,004.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $923,941.00 | $14,231.74 | $590,674.58 | $21,555.08 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $0.00 | $0.00 | $231,156.29 | $4,623.12 | $1,043,570.98 | $20,871.42 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $5,268,892.49 | $59,970.43 | $150,105.00 | $3,001.70 | $84,729.96 | $1,694.60 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $706,777.00 | $15,919.03 | $387,843.40 | $8,532.56 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $119,216.00 | $2,384.32 | $375,094.25 | $7,499.88 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $348,390.00 | $6,967.80 | $60,072.00 | $1,201.44 | $287,096.27 | $5,741.92 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $637,291.00 | $12,745.82 | $246,337.15 | $4,926.74 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $7,374.99 | $147.50 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $65,677.00 | $1,313.54 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $1,218,371.00 | $24,367.42 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $722,733.50 | $14,454.67 | $100,851.00 | $2,017.02 | $656,022.05 | $13,120.04 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $93,957.00 | $1,879.14 | $8,854.53 | $177.09 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $413,511.00 | $8,270.22 | $137,405.63 | $2,748.11 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $126,246.00 | $2,524.92 | $0.00 | $0.00 | $3,036,369.42 | $64,556.99 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $931,039.35 | $18,255.67 | $342,604.50 | $6,827.22 | $282,697.80 | $5,543.10 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016G Synthetic Turf<br>AstroTurf (formerly ProGrass LLC), Sales | Bid #016G Synthetic Turf<br>AstroTurf (formerly ProGrass LLC), Fees Rcvd | Bid #016I Signage<br>Daktronics, Sales | Bid #016I Signage<br>Daktronics, Fees Rcvd | Bid #016A Facility Mgt Software<br>Dude Solutions dba SchoolDude & Facility Dude, Sales | Bid #016A Facility Mgt Software<br>Dude Solutionsdba SchoolDude & Facility Dude, Fees Rcvd | Bid #016G Synthetic Turf<br>Field Turf (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Field Turf (Synthetic Turf), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $148,735.00 | $2,974.70 | $17,359.71 | $347.19 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $0.00 | $0.00 | $1,286,120.00 | $25,722.40 | $705,679.28 | $14,093.59 | $740,317.02 | $14,806.34 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $552,980.00 | $5,529.80 | $606,564.00 | $12,131.28 | $319,688.70 | $6,393.78 | $4,891,688.94 | $59,277.58 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $2,510,435.21 | $50,208.70 | $1,499,008.74 | $26,277.95 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $8,772.00 | $87.72 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $173,871.00 | $3,477.42 | $964,263.87 | $19,285.28 | $1,084,005.66 | $21,680.11 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $1,905,889.00 | $38,118.00 | $1,209,240.00 | $24,185.00 | $8,288,511.00 | $165,770.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $4,550,400.13 | $91,008.00 | $46,304.00 | $926.08 | $0.00 | $0.00 | $386,200.00 | $7,724.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $8,043.00 | $160.36 | $201,081.00 | $4,021.62 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $218,401.00 | $4,368.02 | $80,187.82 | $1,603.76 | $3,446,377.95 | $68,927.56 |

| Bid Year<br>Response Status | Billing State: | Bid #016G Synthetic Tu<br>AstroTurf (formerly ProGrass LLC), Sales | Bid #016G Synthetic Tu<br>AstroTurf (formerly ProGrass LLC), Fees Rcvd | Bid #016I Signage<br>Daktronics, Sales | Bid #016I Signage<br>Daktronics, Fees Rcvd | Bid #016A Facility Mgt<br>Dude Solutions dba SchoolDude & Facility Dude, Sales | Bid #016A Facility Mgt<br>Dude Solutionsdba SchoolDude & Facility Dude, Fees Rcvd | Bid #016G Synthetic Tu<br>Field Turf (Synthetic Turf), Sales | Bid #016G Synthetic Tu<br>Field Turf (Synthetic Turf), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$11,443,396.12** | | **$13,050,044.51** | | **$12,101,903.21** | | **$23,199,738.77** | |
| **Total 2019 Admin Fees** | | | **$177,930.70** | | **$258,083.78** | | **$248,806.03** | | **$429,157.10** |

| | **Bid #016** |
|---|---|
| **Totals By Bids** | **$114,020,661.58** |
| **Total 2019 Sales** | **$2,168,777.46** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016H Tracks & Courts<br>Field Turf (Tracks & Courts), Sales | Bid #016H Tracks & Courts<br>Field Turf (Tracks & Courts), Fees Rcvd | Bid #016G Synthetic Turf<br>Hellas (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Hellas (Synthetic Turf), Fees Rcvd | Bid #016H Tracks & Courts<br>Hellas (Tracks & Courts), Sales | Bid #016H Tracks & Courts<br>Hellas (Tracks & Courts), Fees Rcvd | Bid #016C Mobile Learning Solutions<br>Mackin, Sales | Bid #016C Mobile Learning Solutions<br>Mackin, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $109,775.33 | $2,195.50 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $1,688,895.99 | $33,777.92 | $0.00 | $0.00 | $0.00 | $0.00 | $1,937.97 | $38.76 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $1,388,420.69 | $27,768.41 | $0.00 | $0.00 | $0.00 | $0.00 | $15,215.31 | $304.31 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $14,181.25 | $283.63 | $0.00 | $0.00 | $21,532.92 | $415.78 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $126,685.49 | $43,316.94 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $42,410.37 | $933.03 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $339,172.60 | $10,056.62 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $1,214,860.42 | $24,297.21 | $1,817,594.00 | $32,115.08 | $2,259,664.36 | $35,855.98 | $62,873.10 | $1,257.47 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $5,252.66 | $105.05 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $13,319.83 | $266.41 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $261,475.27 | $5,229.51 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $103,463.48 | $2,069.28 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $88,080.58 | $1,761.61 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $2,067,242.00 | $41,344.84 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $56,505.30 | $1,130.11 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $2,846,172.53 | $59,208.94 | $1,818,822.52 | $36,376.45 | $335,590.00 | $6,711.80 | $1,215.50 | $24.31 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $3,586,444.69 | $70,325.97 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016H Tracks & Courts<br>Field Turf (Tracks & Courts), Sales | Bid #016H Tracks & Courts<br>Field Turf (Tracks & Courts), Fees Rcvd | Bid #016G Synthetic Turf<br>Hellas (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Hellas (Synthetic Turf), Fees Rcvd | Bid #016H Tracks & Courts<br>Hellas (Tracks & Courts), Sales | Bid #016H Tracks & Courts<br>Hellas (Tracks & Courts), Fees Rcvd | Bid #016C Mobile Learning Solutions<br>Mackin, Sales | Bid #016C Mobile Learning Solutions<br>Mackin, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $11,819.64 | $236.39 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $1,114,211.00 | $22,284.22 | $1,528,026.50 | $30,560.53 | $141,929.50 | $2,838.59 | $74,870.26 | $1,497.41 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $4,928,649.03 | $98,572.98 | $1,636,325.47 | $32,726.51 | $986,998.53 | $19,739.97 | $311,706.55 | $6,234.14 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $30,385.04 | $1,229.36 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $4,959,930.00 | $49,599.30 | $325,815.00 | $3,258.15 | $52,345.55 | $1,046.91 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $445,554.50 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $11,382.60 | $227.65 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $2,890,161.00 | $57,803.00 | $0.00 | $0.00 | $2,975,133.00 | $59,503.00 | $259,391.00 | $5,188.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $341,489.50 | $6,829.79 | $0.00 | $0.00 | $36,550.00 | $731.00 | $31,639.14 | $632.79 |

| Bid Year<br>Response Status | Billing State: | Bid #016H Tracks & Co<br>Field Turf (Tracks & Courts), Sales | Bid #016H Tracks & Co<br>Field Turf (Tracks & Courts), Fees Rcvd | Bid #016G Synthetic Tu<br>Hellas (Synthetic Turf), Sales | Bid #016G Synthetic Tu<br>Hellas (Synthetic Turf), Fees Rcvd | Bid #016H Tracks & Co<br>Hellas (Tracks & Courts), Sales | Bid #016H Tracks & Co<br>Hellas (Tracks & Courts), Fees Rcvd | Bid #016C Mobile Learn<br>Mackin, Sales | Bid #016C Mobile Learn<br>Mackin, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$18,925,656.66** | | **$15,361,324.43** | | **$7,061,680.39** | | **$2,032,455.49** | |
| **Total 2019 Admin Fees** | | | **$371,887.31** | | **$251,987.47** | | **$128,638.49** | | **$85,397.34** |

**Totals By Bids**
**Total 2019 Sales**
**Total 2019 Admin Fees**

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016G Synthetic Turf<br>Motz Group (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Motz Group (Synthetic Turf), Fees Rcvd | Bid #016G Synthetic Turf<br>Shaw Sport Turf (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Shaw Sport Turf (Synthetic Turf), Fees Rcvd | Bid #017B Digital Copiers<br>Konica Minolta, Sales | Bid #017B Digital Copiers<br>Konica Minolta, Fees Rcvd | Bid #017B Digital Copiers<br>Kyocera Mita, Sales | Bid #017B Digital Copiers<br>Kyocera Mita, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $0.00 | $0.00 | $2,786,124.83 | $55,711.64 | $327,361.63 | $6,547.23 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $0.00 | $0.00 | $487,325.67 | $8,400.98 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $0.00 | $0.00 | $2,121,272.54 | $42,425.46 | $28,775.00 | $575.50 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $0.00 | $0.00 | $125,435.98 | $2,508.71 | $24,959.00 | $499.18 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $111,936.69 | $2,238.73 | $3,388.25 | $67.76 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $482,302.77 | $9,646.06 | $276,971.56 | $5,539.37 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $991,750.00 | $19,835.00 | $0.00 | $0.00 | $816,282.44 | $18,346.95 | $139,300.00 | $2,786.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $0.00 | $0.00 | $78,256.97 | $1,556.14 | $328,893.06 | $6,577.86 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $1,719,059.00 | $34,381.18 | $2,031,454.23 | $40,629.09 | $68,684.00 | $1,373.68 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $519,367.00 | $10,387.34 | $0.00 | $0.00 | $2,546,900.93 | $50,938.02 | $973,692.14 | $19,473.84 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $2,036,749.95 | $40,735.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $0.00 | $0.00 | $662,335.66 | $13,246.70 | $659,883.24 | $13,197.67 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $0.00 | $0.00 | $802,660.94 | $16,053.20 | $450,908.74 | $9,824.02 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $1,820,213.15 | $36,404.27 | $125,361.00 | $2,507.22 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $0.00 | $0.00 | $697,202.40 | $13,944.05 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $0.00 | $0.00 | $125,816.49 | $2,516.33 | $2,546.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $1,918,152.00 | $38,363.04 | $724,009.46 | $14,486.19 | $13,674.71 | $273.49 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $0.00 | $0.00 | $35,766.55 | $675.45 | $181,918.00 | $3,638.36 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #016G Synthetic Turf<br>Motz Group (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Motz Group (Synthetic Turf), Fees Rcvd | Bid #016G Synthetic Turf<br>Shaw Sport Turf (Synthetic Turf), Sales | Bid #016G Synthetic Turf<br>Shaw Sport Turf (Synthetic Turf), Fees Rcvd | Bid #017B Digital Copiers<br>Konica Minolta, Sales | Bid #017B Digital Copiers<br>Konica Minolta, Fees Rcvd | Bid #017B Digital Copiers<br>Kyocera Mita, Sales | Bid #017B Digital Copiers<br>Kyocera Mita, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $22,941.44 | $458.83 | $151,513.83 | $3,030.28 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $4,910,268.00 | $98,205.36 | $0.00 | $0.00 | $2,037,996.13 | $40,759.93 | $1,629,878.71 | $32,597.57 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $197,284.40 | $3,945.69 | $261,586.54 | $5,231.73 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $0.00 | $0.00 | $3,528,130.19 | $70,562.59 | $21,817.84 | $548.08 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $0.00 | $0.00 | $778,501.47 | $15,570.02 | $23,689.28 | $473.79 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $785,866.00 | $15,717.32 | $812,935.72 | $16,258.71 | $50,572.00 | $1,011.44 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $829,167.00 | $16,582.00 | $685,289.00 | $16,806.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $110,904.00 | $5,177.76 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $0.00 | $0.00 | $890,216.52 | $17,804.33 | $182,802.00 | $3,656.04 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #016G Synthetic Tu<br>Motz Group (Synthetic Turf), Sales | Bid #016G Synthetic Tu<br>Motz Group (Synthetic Turf), Fees Rcvd | Bid #016G Synthetic Tu<br>Shaw Sport Turf (Synthetic Turf), Sales | Bid #016G Synthetic Tu<br>Shaw Sport Turf (Synthetic Turf), Fees Rcvd | Bid #017B Digital Copie<br>Konica Minolta, Sales | Bid #017B Digital Copie<br>Konica Minolta, Fees Rcvd | Bid #017B Digital Copie<br>Kyocera Mita, Sales | Bid #017B Digital Copie<br>Kyocera Mita, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$6,421,385.00** | | **$4,423,077.00** | | **$27,700,124.52** | | **$6,613,465.53** | |
| **Total 2019 Admin Fees** | | | **$128,427.70** | | **$88,461.54** | | **$557,582.83** | | **$136,236.11** |

| | Bid #017 |
|---|---|
| **Totals By Bids** | **$120,382,709.13** |
| **Total 2019 Sales** | **$2,432,140.29** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #017F Roofing<br>Progressive Services, Sales | Bid #017F Roofing<br>Progressive Services, Fees Rcvd | Bid #017C Hardwood & Synthetic Flooring<br>Sports Surfaces (Hardwood & Synthetic Flooring), Sales | Bid #017C Hardwood & Synthetic Flooring<br>Sports Surfaces (Hardwood & Synthetic Flooring), Fees Rcvd | Bid #017A Athletic Lighting<br>Techline Sports Lighting, Sales | Bid #017A Athletic Lighting<br>Techline Sports Lighting, Fees Rcvd | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Sales | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $592,920.12 | $11,858.41 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $104,875.33 | $2,081.55 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $6,382,899.48 | $127,596.79 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $191,319.61 | $3,826.20 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $0.00 | $0.00 | $286,800.00 | $5,736.00 | $1,204,237.89 | $23,691.81 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $1,122,880.41 | $22,457.59 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $0.00 | $0.00 | $196,000.00 | $3,920.00 | $164,069.31 | $3,281.38 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $3,731,265.33 | $76,219.08 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $9,016,755.17 | $180,335.10 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $231,611.50 | $4,632.23 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $450,665.58 | $9,013.31 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $20,226,871.55 | $425,125.56 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $364,315.98 | $7,143.45 | $0.00 | $0.00 | $0.00 | $0.00 | $22,096.34 | $433.26 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #017F Roofing<br>Progressive Services, Sales | Bid #017F Roofing<br>Progressive Services, Fees Rcvd | Bid #017C Hardwood & Synthetic Flooring<br>Sports Surfaces (Hardwood & Synthetic Flooring), Sales | Bid #017C Hardwood & Synthetic Flooring<br>Sports Surfaces (Hardwood & Synthetic Flooring), Fees Rcvd | Bid #017A Athletic Lighting<br>Techline Sports Lighting, Sales | Bid #017A Athletic Lighting<br>Techline Sports Lighting, Fees Rcvd | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Sales | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $334,772.00 | $6,695.44 | $0.00 | $0.00 | $0.00 | $2.00 | $3,827,517.94 | $76,550.37 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $2,147,500.08 | $42,950.01 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $576,095.88 | $11,521.93 | $0.00 | $0.00 | $21,671,607.55 | $431,975.92 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $0.00 | $0.00 | $316,730.00 | $3,167.30 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $677,910.33 | $13,558.21 | $0.00 | $0.00 | $539,900.00 | $10,798.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $3,466,185.00 | $69,324.00 | $0.00 | $0.00 | $0.00 | $0.00 | $7,943,244.00 | $158,865.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $278,072.70 | $5,561.45 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #017F Roofing<br>Progressive Services, Sales | Bid #017F Roofing<br>Progressive Services, Fees Rcvd | Bid #017C Hardwood &<br>Sports Surfaces (Hardwood & Synthetic Flooring), Sales | Bid #017C Hardwood &<br>Sports Surfaces (Hardwood & Synthetic Flooring), Fees Rcvd | Bid #017A Athletic Ligh<br>Techline Sports Lighting, Sales | Bid #017A Athletic Ligh<br>Techline Sports Lighting, Fees Rcvd | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Sales | Bid #017F Roofing<br>WTI-Weatherproofing Technologies Inc/Tremco, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$5,074,794.81** | | **$576,095.88** | | **$1,339,430.00** | | **$79,078,798.39** | |
| **Total 2019 Admin Fees** | | | **$101,353.33** | | **$11,521.93** | | **$23,623.30** | | **$1,601,822.79** |

**Totals By Bids**
**Total 2019 Sales**
**Total 2019 Admin Fees**

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018D Furniture<br>Biofit, Sales | Bid #018D Furniture<br>Biofit, Fees Rcvd | Bid #018A Technology<br>CDWG, Sales | Bid #018A Technology<br>CDWG, Fees Rcvd | Bid #018B LED Lighting<br>Facility Solutions Group, Sales | Bid #018B LED Lighting<br>Facility Solutions Group, Fees Rcvd | Bid #018A Technology<br>MNJ Technologies, Sales | Bid #018A Technology<br>MNJ Technologies, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $94,773,897.40 | $1,451,231.63 | $0.00 | $0.00 | $1,441,438.39 | $28,828.79 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $12,135,871.07 | $137,003.23 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $2,903,795.00 | $45,353.70 | $130,212.40 | $2,604.25 | $18,534.36 | $370.71 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $765,600.50 | $14,453.29 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $40,000.00 | $1,200.00 | $7,486,447.68 | $120,463.87 | $0.00 | $0.00 | $111,668.70 | $2,233.38 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $2,931,151.67 | $70,514.71 | $0.00 | $0.00 | $61,990.21 | $1,363.80 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $1,510,273.22 | $45,829.78 | $0.00 | $0.00 | $45,323.13 | $906.47 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $9,526,393.85 | $166,014.77 | $3,601.14 | $72.02 | $12,827.53 | $256.56 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $19,986.00 | $399.72 | $3,646,006.88 | $62,023.33 | $109,027.70 | $2,180.55 | $72,610.88 | $1,452.21 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $163,822.71 | $3,039.58 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $907,751.41 | $17,001.57 | $30,347.70 | $606.94 | $236,803.63 | $4,736.09 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $1,552,153.11 | $29,276.92 | $554.25 | $11.09 | $187,857.04 | $3,757.15 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $8,822,907.98 | $160,250.70 | $0.00 | $0.00 | $1,315.15 | $26.31 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $571,740.93 | $9,128.13 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $22,825.30 | $456.51 | $944,751.05 | $14,993.57 | $0.00 | $0.00 | $43,596.16 | $871.94 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $10,988,987.00 | $216,075.10 | $0.00 | $0.00 | $453,325.00 | $9,059.08 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018D Furniture<br>Biofit, Sales | Bid #018D Furniture<br>Biofit, Fees Rcvd | Bid #018A Technology<br>CDWG, Sales | Bid #018A Technology<br>CDWG, Fees Rcvd | Bid #018B LED Lighting<br>Facility Solutions Group, Sales | Bid #018B LED Lighting<br>Facility Solutions Group, Fees Rcvd | Bid #018A Technology<br>MNJ Technologies, Sales | Bid #018A Technology<br>MNJ Technologies, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $431,415.81 | $7,469.16 | $1,052.88 | $21.06 | $48,977.14 | $979.56 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $39,599.40 | $791.99 | $9,314,446.94 | $154,675.04 | $0.00 | $0.00 | $963,256.81 | $19,265.16 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $1,093,002.99 | $16,015.13 | $0.00 | $0.00 | $14,495.67 | $289.92 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $72,588.68 | $1,451.77 | $1,195,636.73 | $19,713.82 | $0.00 | $0.00 | $16,787.51 | $335.75 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $65,041.80 | $1,300.84 | $1,686,988.13 | $28,418.49 | $364.40 | $7.29 | $384,234.45 | $7,683.63 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $8,928,965.92 | $154,564.92 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $82,285.00 | $1,646.00 | $19,892,933.00 | $346,952.00 | $8,137.00 | $163.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $3,507,043.74 | $68,620.47 | $0.00 | $0.00 | $19,012.41 | $380.26 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $2,142,358.26 | $23,656.65 | $0.00 | $0.00 | $12,078.03 | $241.59 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $991,494.52 | $17,208.19 | $0.00 | $0.00 | $2,222.94 | $44.46 |

| Bid Year<br>Response Status | Billing State: | Bid #018D Furniture<br>Biofit, Sales | Bid #018D Furniture<br>Biofit, Fees Rcvd | Bid #018A Technology<br>CDWG, Sales | Bid #018A Technology<br>CDWG, Fees Rcvd | Bid #018B LED Lightin<br>Facility Solutions Group, Sales | Bid #018B LED Lightin<br>Facility Solutions Group, Fees Rcvd | Bid #018A Technology<br>MNJ Technologies, Sales | Bid #018A Technology<br>MNJ Technologies, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$342,326.18** | | **$208,815,837.50** | | **$283,297.47** | | **$4,148,355.14** | |
| **Total 2019 Admin Fees** | | | **$7,246.83** | | **$3,399,947.75** | | **$5,666.20** | | **$83,082.82** |

| | **Bid #018** |
|---|---|
| **Totals By Bids** | **$221,160,296.21** |
| **Total 2019 Sales** | **$3,664,501.28** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018D Furniture<br>National Business Furniture, Sales | Bid #018D Furniture<br>National Business Furniture, Fees Rcvd | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Sales | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Fees Rcvd | Bid #018D Furniture<br>SICO, Sales | Bid #018D Furniture<br>SICO, Fees Rcvd | Bid #018.5A MRO<br>Best Plumbing, Sales | Bid #018.5A MRO<br>Best Plumbing, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $2,321.62 | $56.93 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $276,915.08 | $5,538.31 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $67,698.29 | $1,353.98 | $0.00 | $0.00 | $0.00 | $0.00 | $14,271.68 | $285.42 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $55,960.28 | $1,367.85 | $18,143.24 | $362.87 | $0.00 | $0.00 | $112,995.11 | $2,259.91 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $7,692.28 | $153.84 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $87,337.74 | $1,746.76 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $41,049.72 | $885.91 | $596,451.48 | $13,121.93 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $624,104.06 | $12,482.09 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $53,101.64 | $1,055.70 | $933,124.94 | $18,662.49 | $3,438.20 | $68.76 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $27,174.39 | $543.49 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $101,219.28 | $2,024.38 | $207,927.71 | $4,158.56 | $0.00 | $0.00 | $87,965.16 | $1,759.30 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $61,012.84 | $1,220.26 | $621,775.62 | $12,435.49 | $0.00 | $0.00 | $13,282.43 | $265.64 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $68,550.01 | $1,371.00 | $290,668.10 | $6,107.67 | $0.00 | $0.00 | $1,876.88 | $37.54 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $2,008.00 | $40.16 | $40,537.52 | $810.75 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $38,568.05 | $771.36 | $355,876.90 | $7,117.55 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $109,673.62 | $2,193.46 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $23,695.21 | $464.61 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018D Furniture<br>National Business Furniture, Sales | Bid #018D Furniture<br>National Business Furniture, Fees Rcvd | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Sales | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Fees Rcvd | Bid #018D Furniture<br>SICO, Sales | Bid #018D Furniture<br>SICO, Fees Rcvd | Bid #018.5A MRO<br>Best Plumbing, Sales | Bid #018.5A MRO<br>Best Plumbing, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $82,794.42 | $1,655.85 | $221,595.69 | $4,431.91 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $5,300.79 | $123.22 | $1,138,968.30 | $22,779.36 | $0.00 | $0.00 | $81.30 | $1.63 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $6,279.80 | $125.60 | $1,906.07 | $38.12 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $85,710.85 | $658.73 | $253,500.84 | $5,070.07 | $0.00 | $0.00 | $2,870.16 | $57.39 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $3,594.90 | $57.94 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $4,226.34 | $97.11 | $88,435.83 | $1,768.72 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $257,912.76 | $21,767.01 | $0.00 | $0.00 | $34,571.53 | $8,642.89 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $30,193.30 | $603.87 | $354,014.56 | $7,080.29 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $296,076.32 | $5,704.86 | $23,943.33 | $478.86 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #018D Furniture<br>National Business Furniture, Sales | Bid #018D Furniture<br>National Business Furniture, Fees Rcvd | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Sales | Bid #018D Furniture<br>School Specialty (Furniture Supplies), Fees Rcvd | Bid #018D Furniture<br>SICO, Sales | Bid #018D Furniture<br>SICO, Fees Rcvd | Bid #018.5A MRO<br>Best Plumbing, Sales | Bid #018.5A MRO<br>Best Plumbing, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$1,173,901.95** | | **$6,393,139.77** | | **$3,438.20** | | **$267,914.25** | |
| **Total 2019 Admin Fees** | | | **$22,530.11** | | **$145,958.81** | | **$68.76** | | **$13,309.72** |

| | Bid #018.5 |
|---|---|
| **Totals By Bids** | **$2,115,937.47** |
| **Total 2019 Sales** | **$51,568.51** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018.5C Athletic Equip<br>Kranos Corp dba Schutt Sports, Sales | Bid #018.5C Athletic Equip<br>Kranos Corp dba Schutt Sports, Fees Rcvd | Bid #018.5B Career & Tech Ed<br>Midwest Technology, Sales | Bid #018.5B Career & Tech Ed<br>Midwest Technology, Fees Rcvd | Bid #018.5C Athletic Equip<br>Partac Peat, Sales | Bid #018.5C Athletic Equip<br>Partac Peat, Fees Rcvd | Bid #018.5C Athletic Equip<br>School Health, Sales | Bid #018.5C Athletic Equip<br>School Health, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $3,759.20 | $75.18 | $600.53 | $12.00 | $5,729.54 | $114.59 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $572.66 | $11.45 | $0.00 | $0.00 | $2,634.38 | $52.69 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $24,590.14 | $487.81 | $273,690.97 | $5,483.82 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $2,205.61 | $44.15 | $24,921.88 | $498.44 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $102,093.79 | $2,246.02 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $7,101.51 | $139.52 | $8,814.99 | $176.30 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $4,174.03 | $83.48 | $55,335.93 | $1,106.71 | $1,584.30 | $31.69 | $2,769.75 | $55.40 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $11,419.94 | $228.41 | $8,923.24 | $178.47 | $261.00 | $5.22 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $422.52 | $8.45 | $0.00 | $0.00 | $46,813.03 | $936.05 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $210.00 | $4.20 | $11,022.48 | $220.45 | $1,458.72 | $29.17 | $5,152.25 | $103.04 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $3,193.16 | $63.86 | $27,691.85 | $553.84 | $2,227.21 | $44.54 | $27,048.04 | $540.97 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $4,401.23 | $88.06 | $11,832.00 | $236.64 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $58.08 | $1.16 | $34,751.55 | $695.03 | $298.21 | $5.96 | $863.32 | $17.27 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $4,128.32 | $82.57 | $0.00 | $0.00 | $1,307.54 | $26.15 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $30,557.50 | $607.93 | $231.14 | $4.53 | $50,246.39 | $985.22 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018.5C Athletic Equip<br>Kranos Corp dba Schutt Sports, Sales | Bid #018.5C Athletic Equip<br>Kranos Corp dba Schutt Sports, Fees Rcvd | Bid #018.5B Career & Tech Ed<br>Midwest Technology, Sales | Bid #018.5B Career & Tech Ed<br>Midwest Technology, Fees Rcvd | Bid #018.5C Athletic Equip<br>Partac Peat, Sales | Bid #018.5C Athletic Equip<br>Partac Peat, Fees Rcvd | Bid #018.5C Athletic Equip<br>School Health, Sales | Bid #018.5C Athletic Equip<br>School Health, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $7.35 | $0.15 | $16,856.78 | $337.11 | $0.00 | $0.00 | $4,393.49 | $87.87 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $0.00 | $0.00 | $53,281.44 | $1,065.58 | $5,460.02 | $109.52 | $396.31 | $7.93 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $6,831.86 | $136.64 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $431.55 | $8.64 | $0.00 | $0.00 | $61,829.51 | $1,236.65 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $1,312.80 | $26.26 | $33,634.91 | $672.70 | $2,420.61 | $48.41 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $20,019.27 | $400.38 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $86,892.00 | $1,803.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $4,367.31 | $87.35 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $31,377.40 | $627.55 | $3,099.30 | $61.99 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $97.70 | $57.40 | $31,220.50 | $624.41 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #018.5C Athletic Eq<br>Kranos Corp dba Schutt Sports, Sales | Bid #018.5C Athletic Eq<br>Kranos Corp dba Schutt Sports, Fees Rcvd | Bid #018.5B Career & T<br>Midwest Technology, Sales | Bid #018.5B Career & T<br>Midwest Technology, Fees Rcvd | Bid #018.5C Athletic Eq<br>Partac Peat, Sales | Bid #018.5C Athletic Eq<br>Partac Peat, Fees Rcvd | Bid #018.5C Athletic Eq<br>School Health, Sales | Bid #018.5C Athletic Eq<br>School Health, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$12,828.55** | | **$505,718.50** | | **$555,622.29** | | **$94,858.70** | |
| **Total 2019 Admin Fees** | | | **$256.57** | | **$10,429.40** | | **$11,122.53** | | **$1,877.48** |

**Totals By Bids**
**Total 2019 Sales**
**Total 2019 Admin Fees**

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018.5C Athletic Equip<br>School Specialty (Athletic Equipment & Supplies), Sales | Bid #018.5C Athletic Equip<br>School Specialty (Athletic Equipment & Supplies), Fees Rcvd | Bid #019E Instructional Supplies<br>BLICK Art, Sales | Bid #019E Instructional Supplies<br>BLICK Art, Fees Rcvd | Bid #019B Custodial Supplies<br>Busch Systems, Sales | Bid #019B Custodial Supplies<br>Busch Systems, Fees Rcvd | Bid #019B Custodial Supplies<br>Hillyard, Sales | Bid #019B Custodial Supplies<br>Hillyard, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $1,031.16 | $20.62 | $14,799.55 | $295.99 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $14,751.06 | $295.03 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $208,641.63 | $4,174.63 | $0.00 | $0.00 | $26,936.08 | $538.76 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $1,346.22 | $26.92 | $872.65 | $17.45 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $4,227.50 | $84.55 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $18,557.68 | $408.28 | $71,011.64 | $1,562.26 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $47,871.93 | $957.44 | $26,264.22 | $525.29 | $400.24 | $8.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $138,381.84 | $2,767.64 | $15,671.02 | $313.42 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $2,786.41 | $55.73 | $68,605.16 | $1,372.10 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $153,604.66 | $3,072.10 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $46,113.44 | $922.28 | $74,969.77 | $1,499.40 | $0.00 | $0.00 | $646.50 | $12.93 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $53,224.26 | $700.36 | $53,948.20 | $1,078.96 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $8,779.97 | $175.60 | $523.00 | $10.46 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $36,611.29 | $542.05 | $32,456.98 | $649.14 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #018.5C Athletic Equip<br>School Specialty (Athletic Equipment & Supplies), Sales | Bid #018.5C Athletic Equip<br>School Specialty (Athletic Equipment & Supplies), Fees Rcvd | Bid #019E Instructional Supplies<br>BLICK Art, Sales | Bid #019E Instructional Supplies<br>BLICK Art, Fees Rcvd | Bid #019B Custodial Supplies<br>Busch Systems, Sales | Bid #019B Custodial Supplies<br>Busch Systems, Fees Rcvd | Bid #019B Custodial Supplies<br>Hillyard, Sales | Bid #019B Custodial Supplies<br>Hillyard, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $32,808.78 | $656.17 | $42,606.41 | $852.12 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $151,825.43 | $3,036.52 | $11,467.09 | $229.34 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $43,211.29 | $864.29 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $1,765.29 | $35.31 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $7,266.54 | $144.80 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $31,456.64 | $2,139.65 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $34,080.69 | $681.62 | $1,670.00 | $33.57 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $4,663.05 | $93.26 | $2,261.46 | $45.23 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #018.5C Athletic Eq<br>School Specialty (Athletic Equipment & Supplies), Sales | Bid #018.5C Athletic Eq<br>School Specialty (Athletic Equipment & Supplies), Fees Rcvd | Bid #019E Instructional<br>BLICK Art, Sales | Bid #019E Instructional<br>BLICK Art, Fees Rcvd | Bid #019B Custodial Su<br>Busch Systems, Sales | Bid #019B Custodial Su<br>Busch Systems, Fees Rcvd | Bid #019B Custodial Su<br>Hillyard, Sales | Bid #019B Custodial Su<br>Hillyard, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$678,995.18** | | **$781,138.73** | | **$400.24** | | **$27,582.58** | |
| **Total 2019 Admin Fees** | | | **$14,572.81** | | **$15,766.77** | | **$8.00** | | **$551.69** |

| | Bid #019 |
|---|---|
| **Totals By Bids** | **$62,623,751.34** |
| **Total 2019 Sales** | **$1,440,365.98** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019E Instructional Supplies<br>Pitsco, Sales | Bid #019E Instructional Supplies<br>Pitsco, Fees Rcvd | Bid #019C Office Supplies<br>Quill (Office Supplies Catalog), Sales | Bid #019C Office Supplies<br>Quill (Office Supplies Catalog), Fees Rcvd | Bid #019E Instructional Supplies<br>Quill (School & Instructional Supply Catalog), Sales | Bid #019E Instructional Supplies<br>Quill (School & Instructional Supply Catalog), Fees Rcvd | Bid #019E Instructional Supplies<br>School Specialty (School & Instructional Supply Catalog), Sales | Bid #019E Instructional Supplies<br>School Specialty (School & Instructional Supply Catalog), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $1,889,815.02 | $37,796.30 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $1,224,221.08 | $16,025.48 | $0.00 | $0.00 | $432,772.41 | $8,655.44 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $1,645.96 | $32.93 | $394,207.22 | $7,884.14 | $1,624,114.39 | $32,482.31 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $2,242,126.70 | $44,842.62 | $0.00 | $0.00 | $44,325.70 | $886.52 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $450,625.73 | $9,012.51 | $1,591.04 | $31.82 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $29,321.20 | $586.42 | $477,517.89 | $9,550.36 | $99,312.67 | $1,986.25 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $2,599,352.06 | $57,502.44 | $0.00 | $0.00 | $887,277.80 | $19,520.11 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $2,270,973.39 | $45,419.47 | $13,621.10 | $272.42 | $2,001,140.11 | $40,022.80 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $1,119.85 | $22.28 | $1,711,022.82 | $34,220.46 | $361,852.10 | $7,237.05 | $3,292,091.97 | $65,841.84 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $3,617,666.83 | $72,353.33 | $0.00 | $0.00 | $235,527.09 | $4,710.53 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $224,422.19 | $4,488.45 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $11,392.50 | $227.85 | $268,870.75 | $5,377.42 | $1,440.47 | $28.81 | $14.20 | $0.28 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $1,932.27 | $38.65 | $0.00 | $0.00 | $0.00 | $0.00 | $2,006,822.01 | $40,136.40 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $873,900.79 | $20,121.21 | $1,546,360.92 | $30,927.23 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $0.00 | $0.00 | $546,146.22 | $10,922.92 | $649,649.26 | $12,992.99 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $317.52 | $6.35 | $104,721.45 | $2,094.43 | $450,732.91 | $5,047.81 | $1,150,888.68 | $23,017.79 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $2,711,588.50 | $54,025.34 | $0.00 | $0.00 | $1,433,983.99 | $28,562.04 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019E Instructional Supplies<br>Pitsco, Sales | Bid #019E Instructional Supplies<br>Pitsco, Fees Rcvd | Bid #019C Office Supplies<br>Quill (Office Supplies Catalog), Sales | Bid #019C Office Supplies<br>Quill (Office Supplies Catalog), Fees Rcvd | Bid #019E Instructional Supplies<br>Quill (School & Instructional Supply Catalog), Sales | Bid #019E Instructional Supplies<br>Quill (School & Instructional Supply Catalog), Fees Rcvd | Bid #019E Instructional Supplies<br>School Specialty (School & Instructional Supply Catalog), Sales | Bid #019E Instructional Supplies<br>School Specialty (School & Instructional Supply Catalog), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $802,703.06 | $16,054.08 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $976.03 | $19.52 | $0.00 | $0.00 | $3,016,282.23 | $60,325.65 | $5,988,756.82 | $119,775.29 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $617,369.62 | $12,347.39 | $0.00 | $0.00 | $48,023.77 | $960.48 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $3,128.65 | $62.58 | $2,352,736.64 | $47,054.73 | $0.00 | $0.00 | $1,520,874.80 | $30,417.57 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $1,109.02 | $22.18 | $2,311,082.86 | $39,666.24 | $0.00 | $0.00 | $172,461.25 | $3,448.99 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $1,734,359.82 | $34,687.19 | $2,933.46 | $58.66 | $179,589.40 | $3,591.79 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $1,583,870.51 | $187,322.72 | $7,491.45 | $17,715.84 | $1,046,299.98 | $44,833.90 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $854,750.89 | $17,094.86 | $0.00 | $0.00 | $967,452.26 | $19,349.04 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $95,147.85 | $1,902.96 | $473,259.65 | $9,465.20 | $146,968.60 | $2,939.37 |

| Bid Year<br>Response Status | Billing State: | Bid #019E Instructional<br>Pitsco, Sales | Bid #019E Instructional<br>Pitsco, Fees Rcvd | Bid #019C Office Suppl<br>Quill (Office Supplies Catalog), Sales | Bid #019C Office Suppl<br>Quill (Office Supplies Catalog), Fees Rcvd | Bid #019E Instructional<br>Quill (School & Instructional Supply Catalog), Sales | Bid #019E Instructional<br>Quill (School & Instructional Supply Catalog), Fees Rcvd | Bid #019E Instructional<br>School Specialty (School & Instructional Supply Catalog), Sales | Bid #019E Instructional<br>School Specialty (School & Instructional Supply Catalog), Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$21,621.80** | | **$29,288,253.13** | | **$7,850,883.70** | | **$24,653,296.75** | |
| **Total 2019 Admin Fees** | | | **$432.34** | | **$731,704.90** | | **$173,260.06** | | **$518,630.73** |

**Totals By Bids**
**Total 2019 Sales**
**Total 2019 Admin Fees**

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019B Custodial Supplies<br>State Industrial Products, Sales | Bid #019B Custodial Supplies<br>State Industrial Products, Fees Rcvd | Bid #019.5A Telescopic Seating<br>Hussey Seating, Sales | Bid #019.5A Telescopic Seating<br>Hussey Seating, Fees Rcvd | Bid #019.5B Playground & Req<br>Kompan, Sales | Bid #019.5B Playground & Req<br>Kompan, Fees Rcvd | Bid #019.5B Playground & Req<br>Playcraft Systems, Sales | Bid #019.5B Playground & Req<br>Playcraft Systems, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $574.41 | $11.49 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019B Custodial Supplies<br>State Industrial Products, Sales | Bid #019B Custodial Supplies<br>State Industrial Products, Fees Rcvd | Bid #019.5A Telescopic Seating<br>Hussey Seating, Sales | Bid #019.5A Telescopic Seating<br>Hussey Seating, Fees Rcvd | Bid #019.5B Playground & Req<br>Kompan, Sales | Bid #019.5B Playground & Req<br>Kompan, Fees Rcvd | Bid #019.5B Playground & Req<br>Playcraft Systems, Sales | Bid #019.5B Playground & Req<br>Playcraft Systems, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 |

| Bid Year<br>Response Status | Billing State: | Bid #019B Custodial Su<br>State Industrial Products, Sales | Bid #019B Custodial Su<br>State Industrial Products, Fees Rcvd | Bid #019.5A Telescopic<br>Hussey Seating, Sales | Bid #019.5A Telescopic<br>Hussey Seating, Fees Rcvd | Bid #019.5B Playgrounc<br>Kompan, Sales | Bid #019.5B Playgrounc<br>Kompan, Fees Rcvd | Bid #019.5B Playgrounc<br>Playcraft Systems, Sales | Bid #019.5B Playgrounc<br>Playcraft Systems, Fees Rcvd |
|---|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$574.41** | | **$0.00** | | **$0.00** | | **$0.00** | |
| **Total 2019 Admin Fees** | | | **$11.49** | | **$0.00** | | **$0.00** | | **$0.00** |

| | Bid #019.5 |
|---|---|
| **Totals By Bids** | **$0.00** |
| **Total 2019 Sales** | **$0.00** |
| **Total 2019 Admin Fees** | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019.5B Playground & Req<br>Romtec, Sales | Bid #019.5B Playground & Req<br>Romtec, Fees Rcvd | 2019 Total Sales | 2019 Total Admin Fees | 2019 Grand Total Sales | 2019 Grand Total Admin Fees | Bid Year<br>Response Status |
|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | $0.00 | $0.00 | $106,289,630.76<br>$0.00 | $1,681,545.93<br>$0.00 | $106,289,630.76 | $1,681,545.93 | 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | $0.00 | $0.00 | $17,780,512.95<br>$0.00 | $245,586.11<br>$0.00 | $17,780,512.95 | $245,586.11 | 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | $0.00 | $0.00 | $10,621,624.26<br>$0.00 | $199,702.23<br>$0.00 | $10,621,624.26 | $199,702.23 | 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fee |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | $0.00 | $0.00 | $15,341,233.97<br>$0.00 | $260,730.84<br>$0.00 | $15,341,233.97 | $260,730.84 | 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | $0.00 | $0.00 | $575,233.99<br>$0.00 | $11,504.66<br>$0.00 | $575,233.99 | $11,504.66 | 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | $0.00 | $0.00 | $9,221,793.20<br>$0.00 | $196,353.96<br>$0.00 | $9,221,793.20 | $196,353.96 | 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | $0.00 | $0.00 | $10,393,299.26<br>$0.00 | $233,478.03<br>$0.00 | $10,393,299.26 | $233,478.03 | 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | $0.00 | $0.00 | $7,988,414.80<br>$0.00 | $178,652.09<br>$0.00 | $7,988,414.80 | $178,652.09 | 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | $0.00 | $0.00 | $27,477,276.18<br>$0.00 | $511,058.93<br>$0.00 | $27,477,276.18 | $511,058.93 | 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | $0.00 | $0.00 | $13,871,716.81<br>$0.00 | $266,537.49<br>$0.00 | $13,871,716.81 | $266,537.49 | 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | $0.00 | $0.00 | $2,492,925.22<br>$0.00 | $49,621.44<br>$0.00 | $2,492,925.22 | $49,621.44 | 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & F |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | $0.00 | $0.00 | $4,034,621.40<br>$0.00 | $79,538.96<br>$0.00 | $4,034,621.40 | $79,538.96 | 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | $0.00 | $0.00 | $10,933,949.03<br>$0.00 | $219,312.42<br>$0.00 | $10,933,949.03 | $219,312.42 | 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | $0.00 | $0.00 | $24,259,001.97<br>$0.00 | $471,545.61<br>$0.00 | $24,259,001.97 | $471,545.61 | 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | $0.00 | $0.00 | $4,918,252.33<br>$0.00 | $96,058.36<br>$0.00 | $4,918,252.33 | $96,058.36 | 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | $0.00 | $0.00 | $4,403,767.45<br>$0.00 | $79,966.00<br>$0.00 | $4,403,767.45 | $79,966.00 | 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | $0.00 | $0.00 | $31,162,233.17<br>$0.00 | $649,953.87<br>$0.00 | $31,162,233.17 | $649,953.87 | 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fee |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | $0.00 | $0.00 | $21,439,497.94<br>$0.00 | $422,626.33<br>$0.00 | $21,439,497.94 | $422,626.33 | 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fe |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Bid #019.5B Playground & Req<br>Romtec, Sales | Bid #019.5B Playground & Req<br>Romtec, Fees Rcvd | 2019 Total Sales | 2019 Total Admin Fees | 2019 Grand Total Sales | 2019 Grand Total Admin Fees | Bid Year<br>Response Status |
|---|---|---|---|---|---|---|---|---|
| 2019 Sales & Fees-Submitted | North Dakota | $0.00 | $0.00 | $2,037,581.43 | $39,592.43 | | | 2019 Sales & Fees-Submitted |
| North Dakota 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $2,037,581.43 | $39,592.43 | North Dakota 2019 Total Sales & F |
| 2019 Sales & Fees-Submitted | Ohio | $0.00 | $0.00 | $39,021,685.25 | $748,819.50 | | | 2019 Sales & Fees-Submitted |
| Ohio 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $39,021,685.25 | $748,819.50 | Ohio 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Oregon | $0.00 | $0.00 | $18,628,882.02 | $322,646.75 | | | 2019 Sales & Fees-Submitted |
| Oregon 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $18,628,882.02 | $322,646.75 | Oregon 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Pennsylvania | $0.00 | $0.00 | $35,446,787.66 | $699,256.52 | | | 2019 Sales & Fees-Submitted |
| Pennsylvania 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $35,446,787.66 | $699,256.52 | Pennsylvania 2019 Total Sales & Fe |
| 2019 Sales & Fees-Submitted | Texas | $0.00 | $0.00 | $11,129,793.72 | $154,591.47 | | | 2019 Sales & Fees-Submitted |
| Texas 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $11,129,793.72 | $154,591.47 | Texas 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Virginia | $0.00 | $0.00 | $16,512,058.26 | $297,327.71 | | | 2019 Sales & Fees-Submitted |
| Virginia 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $16,512,058.26 | $297,327.71 | Virginia 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Washington | $0.00 | $0.00 | $50,522,457.00 | $962,708.00 | | | 2019 Sales & Fees-Submitted |
| Washington 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $50,522,457.00 | $962,708.00 | Washington 2019 Total Sales & Fee |
| 2019 Sales & Fees-Submitted | West Virginia | $0.00 | $0.00 | $11,585,834.46 | $456,345.93 | | | 2019 Sales & Fees-Submitted |
| West Virginia 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $11,585,834.46 | $456,345.93 | West Virginia 2019 Total Sales & F |
| 2019 Sales & Fees-Submitted | Wisconsin | $0.00 | $0.00 | $5,991,289.91 | $100,634.83 | | | 2019 Sales & Fees-Submitted |
| Wisconsin 2019 Total Sales & Fees | | | | $0.00 | $0.00 | $5,991,289.91 | $100,634.83 | Wisconsin 2019 Total Sales & Fees |
| 2019 Sales & Fees-Submitted | Wyoming | $0.00 | $0.00 | $6,222,001.33 | $121,657.12 | | | 2019 Sales & Fees-Submitted |
| Wyoming 2019 Total Sales & Fees | Wyoming | | | $0.00 | $0.00 | $6,222,001.33 | $121,657.12 | Wyoming 2019 Total Sales & Fees |

| Bid Year<br>Response Status | Billing State: | Bid #019.5B Playground<br>Romtec, Sales | Bid #019.5B Playground & Req<br>Romtec, Fees Rcvd | 2019 Total Sales | 2019 Total Admin Fees | 2019 Grand Total Sales | 2019 Grand Total Admin Fees | Response Status |
|---|---|---|---|---|---|---|---|---|
| **Total 2019 Sales** | | **$0.00** | | **$520,303,355.73** | | **Total 2019 Sales** | | |
| **Total 2019 Admin Fees** | | | **$0.00** | | **$9,757,353.52** | **Total 2019 Admin Fees** | | |
| **Totals By Bids** | | | | **$520,303,355.73** | | **Totals By Bids** | | |
| **Total 2019 Sales** | | | | **$9,757,353.52** | | **Total 2019 Sales** | | |
| **Total 2019 Admin Fees** | | | | | | **Total 2019 Admin Fees** | | |

**AEPA Member Sales & Fees 2019**
***Report April 4, 2020 (2019 Report)***

| Bid Year<br>Response Status | Billing State:<br>Billing State: | <br>Billing State: | Bid Year<br>Members (Name) | Entry Time |
|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>California 2019 Total Sales & Fees | California | California<br>California | CALSAVE/Epylon Corporation | 2/26/20 10:06 PM |
| 2019 Sales & Fees-Submitted<br>Colorado 2019 Total Sales & Fees | Colorado | Colorado<br>Colorado | Colorado BOCES Association | 3/5/20 5:16 PM |
| 2019 Sales & Fees-Submitted<br>Connecticut 2019 Total Sales & Fees | Connecticut | Connecticut<br>Connecticut | CREC | 2/27/20 7:21 PM |
| 2019 Sales & Fees-Submitted<br>Florida 2019 Total Sales & Fees | Florida | Florida<br>Florida | PAEC | 2/10/20 9:13 PM |
| 2019 Sales & Fees-Submitted<br>Georgia 2019 Total Sales & Fees | Georgia | Georgia<br>Georgia | Cooperative Purchasing Agency (Georgia) | 2/28/20 1:56 PM |
| 2019 Sales & Fees-Submitted<br>Illinois 2019 Total Sales & Fees | Illinois | Illinois<br>Illinois | Illinois Learning Technology Purchase Program | 3/10/20 3:50 PM |
| 2019 Sales & Fees-Submitted<br>Indiana 2019 Total Sales & Fees | Indiana | Indiana<br>Indiana | IAESC | 3/11/20 1:50 PM |
| 2019 Sales & Fees-Submitted<br>Iowa 2019 Total Sales & Fees | Iowa | Iowa<br>Iowa | AEA Purchasing | 3/3/20 3:27 PM |
| 2019 Sales & Fees-Submitted<br>Kansas 2019 Total Sales & Fees | Kansas | Kansas<br>Kansas | Southeast Kansas Education Service Center | 3/13/20 7:15 PM |
| 2019 Sales & Fees-Submitted<br>Kentucky 2019 Total Sales & Fees | Kentucky | Kentucky<br>Kentucky | Green River Regional Educational Coop | 3/10/20 3:03 PM |
| 2019 Sales & Fees-Submitted<br>Massachusetts 2019 Total Sales & Fees | Massachusetts | Massachusetts<br>Massachusetts | The Education Cooperative (TEC) | 3/13/20 12:33 PM |
| 2019 Sales & Fees-Submitted<br>Michigan 2019 Total Sales & Fees | Michigan | Michigan<br>Michigan | Oakland Schools | 2/28/20 6:18 PM |
| 2019 Sales & Fees-Submitted<br>Minnesota 2019 Total Sales & Fees | Minnesota | Minnesota<br>Minnesota | Minnesota Service Cooperatives | 3/13/20 7:39 PM |
| 2019 Sales & Fees-Submitted<br>Missouri 2019 Total Sales & Fees | Missouri | Missouri<br>Missouri | EducationPlus | 3/13/20 7:00 PM |
| 2019 Sales & Fees-Submitted<br>Montana 2019 Total Sales & Fees | Montana | Montana<br>Montana | Montana Cooperative Service Coop | 2/16/20 12:20 AM |
| 2019 Sales & Fees-Submitted<br>Nebraska 2019 Total Sales & Fees | Nebraska | Nebraska<br>Nebraska | Nebraska ESUCC Cooperative Purchasing | 3/13/20 7:36 PM |
| 2019 Sales & Fees-Submitted<br>New Jersey 2019 Total Sales & Fees | New Jersey | New Jersey<br>New Jersey | Educational Service Commission of New Jersey | 2/11/20 4:42 PM |
| 2019 Sales & Fees-Submitted<br>New Mexico 2019 Total Sales & Fees | New Mexico | New Mexico<br>New Mexico | Cooperative Educational Services - NM | 3/19/20 10:57 PM |

| Bid Year<br>Response Status | Billing State:<br>Billing State: | Billing State: | Bid Year<br>Members (Name) | Entry Time |
|---|---|---|---|---|
| 2019 Sales & Fees-Submitted<br>North Dakota 2019 Total Sales & Fees | North Dakota | North Dakota<br>North Dakota | North Dakota Educators Service Cooperative | 3/12/20 7:53 PM |
| 2019 Sales & Fees-Submitted<br>Ohio 2019 Total Sales & Fees | Ohio | Ohio<br>Ohio | Ohio Council of Educational Purchasing Consor | 3/5/20 2:11 PM |
| 2019 Sales & Fees-Submitted<br>Oregon 2019 Total Sales & Fees | Oregon | Oregon<br>Oregon | InterMountain Educational | 3/20/20 7:16 PM |
| 2019 Sales & Fees-Submitted<br>Pennsylvania 2019 Total Sales & Fees | Pennsylvania | Pennsylvania<br>Pennsylvania | Keystone Purchasing Network | 3/10/20 7:44 PM |
| 2019 Sales & Fees-Submitted<br>Texas 2019 Total Sales & Fees | Texas | Texas<br>Texas | Region 16 Education Service Center | 3/12/20 2:44 PM |
| 2019 Sales & Fees-Submitted<br>Virginia 2019 Total Sales & Fees | Virginia | Virginia<br>Virginia | Fairfax County Public Schools | 3/20/20 8:40 PM |
| 2019 Sales & Fees-Submitted<br>Washington 2019 Total Sales & Fees | Washington | Washington<br>Washington | King County Directors' Association | 3/10/20 7:23 PM |
| 2019 Sales & Fees-Submitted<br>West Virginia 2019 Total Sales & Fees | West Virginia | West Virginia<br>West Virginia | Regional Educational Service Center Agency 2 | 3/13/20 11:53 AM |
| 2019 Sales & Fees-Submitted<br>Wisconsin 2019 Total Sales & Fees | Wisconsin | Wisconsin<br>Wisconsin | CESA Purchasing | 3/19/20 5:09 PM |
| 2019 Sales & Fees-Submitted<br>Wyoming 2019 Total Sales & Fees | Wyoming<br>Wyoming | Wyoming<br>Wyoming | NEW BOCES | 3/2/20 2:14 PM |

| Bid Year<br>Response Status | Billing State: | State: | Members (Name) |
|---|---|---|---|
| **Total 2019 Sales**<br>**Total 2019 Admin Fees** | | **Total 2019 Sales**<br>**Total 2019 Admin Fees** | |
| **Totals By Bids**<br>**Total 2019 Sales**<br>**Total 2019 Admin Fees** | | **Totals By Bids**<br>**Total 2019 Sales**<br>**Total 2019 Admin Fees** | |

**Member Signed 2019 Contracts**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | 2. Name (First) | 2. Name (Last) | AstroTurf | Best Plumbing | BioFit Engineered Products | BLICK Art Materials | Busch Systems International Inc. | CDW-G | Daktronics | Dude Solutions Inc | Facility Solutions Group | Field Turf USA - Synthetic Turf | Field Turf USA - Tracks & Courts |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Racquel | Landolf | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Colorado | Tim | Sanger | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Connecticut | Cara | Hart | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Florida | Judy | Hall | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Joni | Puffett | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| 2019 Signed Contracts-Submitted | Kansas | Tina | Smith | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Kentucky | Ann | Burden | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Massachusetts | Joan | Preble | 0 | 0 | 1 | 1 | 1 | 1 | 0 | 1 | 0 | 0 | 0 |
| 2019 Signed Contracts-Submitted | Michigan | Michelle | Selak | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Minnesota | Melissa | Mattson | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Craig | Peterson | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | New Jersey | Teresa | Gerstacker | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 1 |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Jane | Eastes | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 |
| 2019 Signed Contracts-Submitted | Ohio | Elmo | Kallner | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Jeff | Kimball | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | | | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | THOMAS | KIM | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | West Virginia | Tinessa | Williamson | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Wisconsin | Jane | Wray | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| 2019 Signed Contracts-Submitted | Wyoming | Nita | Werner | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 |

*Response Status* *States* *2. Name (First)* *2. Name (Last)* *AstroTurf* *Best Plumbing* *BioFit Engineered Products* *BLICK Art Materials* *Busch Systems International Inc.* *CDW-G* *Daktronics* *Dude Solutions Inc* *Facility Solutions Group* *Field Turf USA - Synthetic Turf* *Field Turf USA - Tracks & Courts*

| States | Hellas Construction, Inc - Synthetic Turf | Hellas Construction, Inc - Tracks & Courts | Hillyard Inc. | Hussey Seating Company | Kompan Inc | Konica Minolta | Kranos Corp (DBA Schutt Sports) | Kyocera Mita | Mackin Educational Resources | Midwest Technology Products | MNJ | Motz Group - Synthetic Turf | National Business Furniture | Partac Peat Corporation | Pitsco Inc |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| California | 1 | 1 | 0 | | | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Colorado | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Connecticut | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Florida | 1 | 1 | 1 | | | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 1 | 1 |
| Georgia | | | | | | | | | | | | | | | |
| Illinois | | | | | | | | | | | | | | | |
| Indiana | | | | | | | | | | | | | | | |
| Iowa | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Kansas | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Kentucky | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Massachusetts | 0 | 0 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Michigan | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Minnesota | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Missouri | | | | | | | | | | | | | | | |
| Montana | | | | | | | | | | | | | | | |
| Nebraska | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| New Jersey | 1 | 1 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 0 |
| New Mexico | | | | | | | | | | | | | | | |
| North Dakota | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |
| Ohio | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Oregon | | | | | | | | | | | | | | | |
| Pennsylvania | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 1 | 1 | 1 |
| Texas | | | | | | | | | | | | | | | |
| Virginia | | | | | | | | | | | | | | | |
| Washington | 1 | 1 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 1 |
| West Virginia | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Wisconsin | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 |
| Wyoming | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 1 | 1 |

| *States* | *Hellas Construction, Inc - Synthetic Turf* | *Hellas Construction, Inc - Tracks & Courts* | *Hillyard Inc.* | *Hussey Seating Company* | *Kompan Inc* | *Konica Minolta* | *Kranos Corp (DBA Schutt Sports)* | *Kyocera Mita* | *Mackin Educational Resources* | *Midwest Technology Products* | *MNJ* | *Motz Group - Synthetic Turf* | *National Business Furniture* | *Partac Peat Corporation* | *Pitsco Inc* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|

| States | Playcraft Systems Inc | Progressive Services INC | Quill - Instructional Supply Catalog | Quill - Office Supplies Catalog | Romtec Inc | School Health | School Specialty - Furniture | School Specialty - Instructional Supply Catalog | School Specialty - Sports Equipment | Shaw Sports Turf - Synthetic Turf |
|---|---|---|---|---|---|---|---|---|---|---|
| California | | 1 | 1 | 1 | | 0 | 1 | 1 | 1 | 1 |
| Colorado | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Connecticut | 1 | 0 | 1 | 1 | 1 | 0 | 1 | 0 | 0 | 1 |
| Florida | | 1 | 1 | 1 | | 1 | 1 | 1 | 1 | 1 |
| Georgia | | | | | | | | | | |
| Illinois | | | | | | | | | | |
| Indiana | | | | | | | | | | |
| Iowa | 1 | 0 | 1 | 1 | 1 | 0 | 1 | 1 | 1 | 0 |
| Kansas | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Kentucky | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Massachusetts | 0 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 0 |
| Michigan | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Minnesota | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 |
| Missouri | | | | | | | | | | |
| Montana | | | | | | | | | | |
| Nebraska | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| New Jersey | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| New Mexico | | | | | | | | | | |
| North Dakota | 1 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 1 |
| Ohio | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Oregon | | | | | | | | | | |
| Pennsylvania | 1 | 0 | 1 | 1 | 0 | 1 | 1 | 1 | 1 | 0 |
| Texas | | | | | | | | | | |
| Virginia | | | | | | | | | | |
| Washington | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| West Virginia | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Wisconsin | 1 | 0 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Wyoming | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |

| *States* | *Playcraft Systems Inc* | *Progressive Services INC* | *Quill - Instructional Supply Catalog* | *Quill - Office Supplies Catalog* | *Romtec Inc* | *School Health* | *School Specialty - Furniture* | *School Specialty - Instructional Supply Catalog* | *School Specialty - Sports Equipment* | *Shaw Sports Turf - Synthetic Turf* |
|---|---|---|---|---|---|---|---|---|---|---|

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | 2. Name (First) | 2. Name (Last) | AstroTurf | Best Plumbing | BioFit Engineered Products | BLICK Art Materials | Busch Systems International Inc. |
|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Racquel | Landolf | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Tim | Sanger | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Cara | Hart | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Judy | Hall | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Joni | Puffett | No- Not an area we support | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Tina | Smith | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Ann | Burden | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | Joan | Preble | No- Legally can't sign | No- Legally can't sign | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Michelle | Selak | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Melissa | Mattson | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Craig | Peterson | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | Teresa | Gerstacker | No- We have our own contract | No- We have our own contract | No- Other | No- We have our own contract | No- We have our own contract |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Jane | Eastes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Ohio | Elmo | Kallner | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Jeff | Kimball | No- Legally can't sign | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | THOMAS | KIM | No- Other | No- Other | Yes | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | West Virginia | Tinessa | Williamson | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Jane | Wray | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Nita | Werner | Yes | Yes | Yes | Yes | No- Other |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | CDW-G | Daktronics | Dude Solutions Inc | Facility Solutions Group | Field Turf USA - Synthetic Turf | Field Turf USA - Tracks & Courts |
|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | Yes | Yes | No- Other | No- Other |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Yes | Yes | Yes | Yes | No- Not an area we support | No- Not an area we support |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | Yes | No- Legally can't sign | Yes | No- Legally can't sign | No- Legally can't sign | No- Legally can't sign |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | No- Other | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | No- Other | Yes | Yes | No- Other |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | No- We have our own contract | Yes | No- Other | No- We have our own contract | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | Yes | Yes | No- Other |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Yes | Yes | Yes | Yes | No- We have our own contract | No- We have our own contract |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Hellas Construction, Inc - Synthetic Turf | Hellas Construction, Inc - Tracks & Courts | Hillyard Inc. | Hussey Seating Company | Kompan Inc | Konica Minolta |
|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | Yes | In the Process of Signing | | | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | No- Other | No- Other | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | Yes | | | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | No- Not an area we support | No- Not an area we support | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | No- Legally can't sign | No- Legally can't sign | Yes | No- Other | No- Other | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | Yes | No- We have our own contract | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | Yes | Yes | No- We have our own contract | No- We have our own contract | No- Other | Yes |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | No- We have our own contract | Yes | Yes |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | No- Legally can't sign | No- Legally can't sign | No- Other | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | Yes | Yes | No- Other | No- Other | No- Other | Yes |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | In the Process of Signing | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Kranos Corp (DBA Schutt Sports) | Kyocera Mita | Mackin Educational Resources | Midwest Technology Products | MNJ | Motz Group - Synthetic Turf | National Business Furniture |
|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | Yes | Yes | Yes | Yes | No- Other | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | Yes | Yes | No- Other | No- Other | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Yes | Yes | Yes | Yes | Yes | No- Not an area we support | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | Yes | Yes | Yes | Yes | Yes | No- Legally can't sign | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | Yes | Yes | Yes | No- Other | Yes |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | No- We have our own contract | Yes | No- Other | Yes | No- We have our own contract | No- Other | Yes |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | Yes | Yes | No- Other | Yes |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Yes | Yes | Yes | Yes | No- Other | No- Legally can't sign | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | Yes | Yes | Yes | Yes | No- Other | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | No- Other | Yes | Yes | No- Other | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | No- Other | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Partac Peat Corporation | Pitsco Inc | Playcraft Systems Inc | Progressive Services INC | Quill - Instructional Supply Catalog | Quill - Office Supplies Catalog |
|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | Yes | | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | Yes | Yes | No- Other | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Yes | Yes | Yes | No- Other | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | Yes | Yes | No- Other | No- Legally can't sign | Yes | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | No- Other | No- Other | No- Other | No- Other |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | No- We have our own contract | No- Other | No- We have our own contract | No- Other | No- We have our own contract | No- We have our own contract |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | No- Other | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | Yes | Yes | Yes | No- Legally can't sign | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | No- Other | Yes | No- Other | Yes | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | No- Other | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Romtec Inc | School Health | School Specialty - Furniture | School Specialty - Instructional Supply Catalog | School Specialty - Sports Equipment | Shaw Sports Turf - Synthetic Turf | SICO America Inc |
|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | | In the Process of Signing | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | No- We have our own contract | Yes | No- Other | No- Other | Yes | Yes |
| 2019 Signed Contracts-Submitted | Florida | | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | | | |
| 2019 Signed Contracts-Submitted | Iowa | Yes | No- We have our own contract | Yes | Yes | Yes | No- Not an area we support | Yes |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Massachusetts | No- Other | Yes | Yes | Yes | Yes | No- Legally can't sign | Yes |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Minnesota | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | | | |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | New Jersey | No- Other | No- We have our own contract | Yes | No- We have our own contract | No- Other | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | | | |
| 2019 Signed Contracts-Submitted | North Dakota | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | | | |
| 2019 Signed Contracts-Submitted | Pennsylvania | No- We have our own contract | Yes | Yes | Yes | Yes | No- Legally can't sign | Yes |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | | | |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | | | |
| 2019 Signed Contracts-Submitted | Washington | No- Other | No- Other | No- Other | No- Other | No- Other | No- Other | No- Other |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | Yes | Yes | Yes |

**Member Signed 2019 Contracts w/Reasons**

***Report March 23, 2020 (2019 Report)***

| Response Status | States | Sports Surfaces Distributing - Hardwood & Synthetic Flooring | State Industrial Products | Techline Sports Lighting | WTI/Tremco | # Signed Contracts | States | |
|---|---|---|---|---|---|---|---|---|
| 2019 Signed Contracts-Submitted | California | Yes | No- Other | Yes | Yes | 0 | California | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Colorado | Yes | Yes | Yes | Yes | 0 | Colorado | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Connecticut | Yes | Yes | Yes | Yes | 0 | Connecticut | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Florida | Yes | Yes | Yes | Yes | 0 | Florida | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | Georgia | | | | | 0 | Georgia | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Not Submitted | Illinois | | | | | 0 | Illinois | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Not Submitted | Indiana | | | | | 0 | Indiana | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | Iowa | No- Not an area we support | Yes | No- Other | Yes | 0 | Iowa | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Kansas | Yes | Yes | Yes | Yes | 0 | Kansas | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Kentucky | Yes | Yes | Yes | Yes | 0 | Kentucky | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Massachusetts | No- Legally can't sign | Yes | No- Legally can't sign | No- Legally can't sign | 0 | Massachusetts | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Michigan | Yes | Yes | Yes | Yes | 0 | Michigan | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Minnesota | No- We have our own contract | Yes | Yes | Yes | 0 | Minnesota | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | Missouri | | | | | 0 | Missouri | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Not Submitted | Montana | | | | | 0 | Montana | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | Nebraska | Yes | Yes | Yes | Yes | 0 | Nebraska | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | New Jersey | No- We have our own contract | No- Other | No- Other | Yes | 0 | New Jersey | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | New Mexico | | | | | 0 | New Mexico | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | North Dakota | No- We have our own contract | Yes | Yes | Yes | 0 | North Dakota | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Ohio | Yes | Yes | Yes | Yes | 0 | Ohio | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | Oregon | | | | | 0 | Oregon | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | Pennsylvania | Yes | No- Other | No- Other | Yes | 0 | Pennsylvania | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Not Submitted | Texas | | | | | 0 | Texas | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Not Submitted | Virginia | | | | | 0 | Virginia | 2019 Signed Contracts-Not Submitted |
| 2019 Signed Contracts-Submitted | Washington | No- Other | No- Other | No- Other | Yes | 0 | Washington | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | West Virginia | Yes | Yes | Yes | Yes | 0 | West Virginia | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Wisconsin | Yes | Yes | Yes | Yes | 0 | Wisconsin | 2019 Signed Contracts-Submitted |
| 2019 Signed Contracts-Submitted | Wyoming | Yes | Yes | Yes | Yes | 0 | Wyoming | 2019 Signed Contracts-Submitted |

# Administrative Committees

| Category | Chairperson | Member | Member | Member | Member | Ex Oficio Members |
|---|---|---|---|---|---|---|
| **Executive Committee** | Tamra Hurst OH | Kevin Benson GA (7.1.2020) | Jane Eastes ND | Larche Hardy FL | Anna Marie Hollander MI | George Wilson Ex Dir |
| | | Dave Malhalko WA | Andrew Pickens TX | Joni Puffett IA (7.1.2020) | Tina Smith KS | Regina Jackson, Legal Council |
| | | Robin Strauser NM | | | | Joan Wade, Ex Dir, AESA |
| | | | | | | John Bass, CFO, AESA |
| **Bid Committee** | Jane Eastes ND | Anna Marie Hollander MI | Michelle Pratt VA | Robin Strauser NM | Ken Swink OH | George Wilson ED |
| **Reporting** | Tamra Hurst OH | Cinda Holmes KS | Colleen Lentz NE | Nita Werner WY | | George Wilson ED |
| **Enabling Documents** | Robin Strauser NM | Tim Blanton CA | Tim Sanger CO | Nita Werner WY | | George Wilson ED<br>Regina Jackson, Legal Council |
| **Finance** | Dave Mahalko WA | Tamra Hurst OH | Tim Murley KY | Tina Smith KS | Robin Strauser NM | George Wilson ED |
| **Marketing** | Larche Hardy FL | Courtney Fleeger IL | Judy Hall FL | Cara Hart CT | Dane Hewitt WA | George Wilson ED |
| | | Mitchell Lilly WI | Melissa Mattson MN | Andrew Pickens TX | Robin Strauser NM | |
| | | Ted Witt CA | | | | |
| **Meeting Planning** | Tina Smith KS | Cara Hart CT | Joni Puffett IA | Dave Puyear MT | Nita Werner WY | George Wilson ED |
| **New Member** | Tamra Hurst OH | Ann Burden KY | Larche Hardy FL | Hope Hardin-Borbely IL | Nita Werner WY | John Bass AESA<br>George Wilson ED |
| **Nominating** | Jeremy Kovash MN | Andrew Pickens TX | Joni Puffett IA | | | |
| **Partnership** | Tamra Hurst OH | Jan Hanlon WV | Jeremy Kovash MN | Andrew Pickens TX | Joan Preble MA | George Wilson ED |
| **Website** | Craig Peterson NE | Cara Hart CT | Melissa Mattson MN | Andrew Pickens TX | Michele Selak MI | George Wilson ED |
| | | Robin Strauser NM | | | | |
| **Professional Dev** | Andrew Pickens TX | Joni Puffett IA | Tina Smith KS | Ted Witt CA | Jane Wray WI | George Wilson ED |

4/21/2020
8:20 AM

# Bid Category Committees

| Bid Year | Category | Chairperson | Member | Member | Member | Member |
|---|---|---|---|---|---|---|
| Bid 018** | Athletic Equipment and Supplies | Nita Werner WY/Teresa Gerstacker NJ | Ann Burden KY | Steve Griggs MO | Dave Puyear MT | |
| Bid 018 | Furniture | Melissa Matson MN | Steve Griggs MO | Dave Puyear MT | Tina Smith KS | |
| Bid 018 | LED Lighting | Joni Puffett IA | Jeff Kimball PA | Pam Clover IN | | |
| Bid 018 | Technology Catalog | TBD | Lori Hoing IA | Cinda Holmes KS | Tim Sanger CO | |
| Bid 018.5 | Athletic Equipment and Supplies | Nita Werner WY/Teresa Gerstacker NJ | Ann Burden KY | Steve Griggs MO | Dave Puyear MT | |
| Bid 018.5 | Industrial Arts and Career and Tech Supplies | Ken Swink OH | Phil Partenheimer IN | Tim Sanger CO | | |
| Bid 018.5 | Maintenance, Repair and Operations | Anna Marie Hollander MI | Larche Hardy FL | Rob Naughton OR | Phil Partenheimer IN | Andrew Pickens TX |
| Bid 019** | Telescopic Bleachers and Seating | Jane Wray WI | Cara Hart CT | Joni Puffett IA | | |
| Bid 019 | Custodial Supplies and Equipment | Cara Hart CT | John Brenchley PA | Teresa Gerstacker NJ | Joan Preble MA | |
| Bid 019 | Office Supplies and Equipment | Jane Eastes ND | Teresa Gerstackser NJ | Craig Peterson NE | Ken Swink OH | |
| Bid 019** | Playground and Recreational Structures | Jan Hanlon WV | John Tortelli NM | Nita Werner WY | Jane Wray WI | |
| Bid 019 | School and Instructional Supplies | Phil Partenheimer IN | Steve Griggs MO | Pat Moran NJ | Andrew Pickens TX | |
| Bid 019** | School Security | Larche Hardy FL | Patrick Moran NJ | Michelle Pratt VA | Nita Werner WY | |
| Bid 019** | Transportation | John Tortelli NM | Anna Marie Hollander MI | Rob Naughton OR | | |
| Bid 019.5 | Telescopic Bleachers and Seating | Lisa Truax MN | Cara Hart CT | Melissa Matson MN | Joni Puffett IA | |
| Bid 019.5 | Playground and Recreational Equipment | Tambria Stowers WV | John Tortelli NM | Nita Werner WY | Jane Wray WI | |
| Bid 020 | Natural & Synthetic Surfaces for Sports Fields, Tracks, Courts, Playground & Landscaping Applications | John Tortelli NM | Ann Burden KY | Andrew Pickens TX | Nita Werner WY | |
| Bid 020 | Carpet and Resilent Flooring | Pat Moran NJ | Larche Hardy, FL | Anna Marie Hollander, MI | Craig Peterson, NE | |
| Bid 020 | Digital Resources and Instructional Materials | Craig Peterson NE | Hope Hardin-Borbely IL | J Jeff Kimball PA | Andrew Pickens TX | Joan Preble MA |
| Bid 020 | Facility Management Software | Cara Hart CT | Michelle Pratt VA | Tina Smith KS | Tim Sanger CO | |
| Bid 020 | Lawn and Groundskeeping Equipment, Supplies and Services | Ted Witt CA | Steve Griggs MO | Rob Naughton OR | Andrew Pickens TX | |
| Bid 020 | Digital Display Solutions | Tina Smith KS | Rob Naughton OR | Michelle Pratt VA | Joni Puffett IA | |
| Bid 020 | Vehicles | Robin Strauser NM | Jan Hanlon WV | Jeff Kimball PA | Dave Puyear MT | John Tortelli NM |
| Bid 021 | Athletic Field Lighting | Andrew Pickens TX | Jan Hanlon WV | Rob Naughton OR | | |
| Bid 021 | Copiers, MFPs, Printers and Managed Print Services | Jane Eastes ND | Laurie Hoing IA | Melissa Matson MN | Dave Mahalko WA | |
| Bid 021 | Disaster Recovery | Anna Marie Hollander MI | Hope Hardin-Borbely IL | J Joni Puffett IA | Jane Wray WI | |
| Bid 021 | Hardwood and Synthetic Flooring | Michelle Pratt VA | Tim Sanger CO | Kevin Benson GA | John Tortelli NM | |
| Bid 021 | HVAC Systems | Thomas Kim WA/Andrew Pickens TX | Judy Hall FL | Andrew Pickens TX | Tina Smith KS | |
| Bid 021 | Roofing and Related Services | Ken Swink OH | Kevin Benson GA | Patrick Moran NJ | Rob Naughton OR | Tina Smith KS |
| Bid 021 | Safety and Security | Kevin Benson GA | Larche Hardy FL | Patrick Moran NJ | Michelle Pratt VA | Jane Wray WI |
| | | | Nita Werner WY | | | |
| | **Category was either rebid, not extended or not rebid at expiration of cycle | | | | | |

**AEPA Strategic Work Plan**

*Goal: Increase sales to **$619,000,000** by 2023 by using the eight (8) strategies below.*

| | Strategy | Work Completed November 2019 | Task(s) | Completion Date | Person Responsible | Committee Members | Next Steps | Additional Comments |
|---|---|---|---|---|---|---|---|---|
| 1 | Identify the Next BIG Thing | Reviewed meeting summary, Review the AEPA sales goal, Review the strategy, Review the work completed, Discuss the tasks to be completed, Discuss the data collection process | 1) Enhance the database of potential contracts by soliciting information from Bid Category Chairs, Bid Specification Writer and other vendors. | November 2019 | Tammy Hurst | Tammy Hurst, Michelle Pratt, Anna Marie Hollander, Jane Wray, Scott Massey- V, Daryl Hensley- V | What's available to tap into?<br>Look into what is out there currently. Persue how to get information and what is needed. | |
| | | | 2) Work with Bid Specification Writer, Bid Category Chairs and Executive Director to identify and contact potential bidders prior to bid cycle implementation | 021 Bid Cycle | | | | |

**AEPA Strategic Work Plan**

*Goal: Increase sales to **$619,000,000** by 2023 by using the eight (8) strategies below.*

| | Strategy | Work Completed November 2019 | Task(s) | Completion Date | Person Responsible | Committee Members | Next Steps | Additional Comments |
|---|---|---|---|---|---|---|---|---|
| **2** | Develop Clear Member & Vendor Standards of Performance | Reviewed meeting summary, Brainstormed minimum standards, Review the AEPA sales goal, Review the strategy, Review the work completed, Discuss the tasks to be completed, Discuss the data collection process | 1) Develop a framework of minimum marketing & financial Standards for members & vendor partners | December 2019 | Jane Eastes | Jane Eastes, Nita Werner, Hope Hardin-Borbely, Tim Loock, Ted Witt, John Brenchley, Cara Hart, Marc Biga - V, Sarah Shewmaker - V, Emma Holland - V | **Vendor Standards of Performance**-Designate a dedicated senior-level contract manager to each Member Agency; Train regional and inside sales staff on AEPA contracts; Develop a marketing plan to support AEPA contracts; List AEPA prominently as a National Cooperative Contract; Create an AEPA-specific sell sheet with a space to add a Member Agency logo and contact information; Complete the sales and administrative fee report; Have ongoing communication with the Category Committee Chair, Member Agencies, and Member Agencies Participating Entities; Annually attend two (2) AEPA meetings; Participate in national and local conference trade shows to promote the AEPA contracts; Report to AEPA on standards of performance and marketing effectiveness when requested.<br>**AEPA Member Agency Responsibilities-**Work collaboratively with Vendor Partners to build an effective marketing plan; Send direct communications to state contacts announcing the contract with the Vendor Partner within 30 days of start date; Develop marketing materials for state distribution; Assist the Vendor Partner to market the contract to potential Participating Entities; Provide local or regional vendor sales staff with opportunities to meet with members; Meet with local/regional sales staff; Work with vendor partner to identify and help manage costs associated with fulfilling the contract; Work with the Vendor Partner to identify eligible Participating Entities within the state; Attend two (2) AEPA meetings; Work with Vendor Partners to set annual goals for growth; Share effective marketing and sales strategies within AEPA;<br>**AEPA Organizational Assistance-**Communicate standards of performance; Provide avenues of communication; Provide professional development; Collect and analyze performance information | Members should join vendors in customer meetings. Develop joint marketing plan. List procurement language on website or put in writing for vendors. If we're going to hold vendors accountable, we need to give them time to work with them. If a member has discussions with a customer then the member has to let the vendor know. Members need to hold an initial meeting with regional/local sales people. CY and KY have one-pagers that explain the coop to sales people which could be used as samples for other member states. Build a marketing calendar based on events in each state. Work on legislative changes in each state. Use each other's websites to research and learn. In CA you can't back out of a bid once you say you will participate in the bid. |
| | | | 2) Develop a framework of minimum Standards of communication between member states & vendor partners | December 2019 | | | | |

**AEPA Strategic Work Plan**

*Goal: Increase sales to **$619,000,000** by 2023 by using the eight (8) strategies below.*

| | Strategy | Work Completed November 2019 | Task(s) | Completion Date | Person Responsible | Committee Members | Next Steps | Additional Comments |
|---|---|---|---|---|---|---|---|---|
| 3 | Increase Revenue Through Improved Relations with Vendor Partner Personnel Who Take Orders and Make Sales | Reviewed meeting summary, Review the AEPA sales goal, Review the strategy, Review the work completed, Discuss the tasks to be completed, Discuss the data collection process | 1) Develop a draft document for use by members when communicating with vendor partner sales staff | December 2019 | Robin Strauser | Robin Strauser, Pfeiffer, Jane Wray, Ruth Hawley - V, Sara Rosenfeld - V, Denise Pierce - V | Draft document to use by December 2019 - Have list of vendor sales staff by December 2019. Collect data: Vendors' sales people by each member state. Who will collect: Committee, with people being responsible for certain vendors. Measure data by percent of vendors providing sales personnel lists. Disaggregated by each member state. Shared with stakeholders on AEPA website. With better communication with sales people/order takers, they will better understand the AEPA model, contract and how to use the contract to their benefit. Monitor progress by how many vendors have provided lists of sales people and is that information being posted to the AEPA website. Send information to members and goal team, plan a conference call, & Establish next steps/assign tasks. Find one or two additional strategies. Use the suggestions to communicate with vendors. Work on vendor sales kit, social media, and webinar or powerpoint. Inform vendor partner sales teams who AEPA is, what we do and the benefits of using the AEPA contracts. | What will be the most accepted method of data collection? |
| | | | 2) Develop a list of vendor partner sales staff | December 2019 | | | | |
| | | | 3) Develop a vendor sales kit for states to share with vendor partner sales staff | December 2019 | | | | |
| | | | 4) Create an online marketplace on the AEPA website for all member states to access | December 2019 | | | | |
| | | | 5) Develop a plan for meeting with sales staff of each vendor partner | December 2019 | | | | |
| | | | 6) Schedule dates and times to meet with sales staff | December 2019 | | | | |
| | | | 7) Design a PowerPoint and companion handout to be shared by vendor partner leadership with sales staff on the features and benefits of using the AEPA contract. | December 2019 | | | | |

**AEPA Strategic Work Plan**

*Goal: Increase sales to **$619,000,000** by 2023 by using the eight (8) strategies below.*

| Strategy | | Work Completed November 2019 | Task(s) | Completion Date | Person Responsible | Committee Members | Next Steps | Additional Comments |
|---|---|---|---|---|---|---|---|---|
| 4 | Reward Excellence of AEPA Members & Vendor Partners | First award ceremony for recognition of excellence categories held at Group Dinner Event April 2019 | 1) Establish a committee with members and responsibilities 2) Develop categories of recognition of growth with criteria 3) Develop an award timeline | November 2018 | Tina Smith | Tina Smith, Ann Burden, Joan Preble, Joni Puffett, Alice Hunt-V, Marlo Jones-V | Review first year process and procedures and any feedback for continuous improvement; Distribute nomination forms to members/vendors on first Monday in January 2020; Determine award recipients on or before April 1, 2020; Order and personalize awards; Present 2020 awards at the Annual April Meeting 2020. | Feedback has been positive; Consider feedback from bid chairs on vendor nominations. |
| | | | Nominations forms distributed to members; nominations accepted; nominations reviewed by committee; awards ordered and personalized; award presentation | April 2019 | | | | |
| | | | Nominations forms distributed to members; nominations accepted; nominations reviewed by committee; awards ordered and personalized; award presentation | April 2020 | | | | |

**AEPA Strategic Work Plan**

*Goal: Increase sales to **$619,000,000** by 2023 by using the eight (8) strategies below.*

| | Strategy | Work Completed November 2019 | Task(s) | Completion Date | Person Responsible | Committee Members | Next Steps | Additional Comments |
|---|---|---|---|---|---|---|---|---|
| 5 | Enhance AEPA's Brand Image and Awareness | 1)Updated business partner page, contact information, and logo on AESA website 2)Developed an article titled "AEPA adds new cooperative purchasing agency in GA" published in AESA's On-Line Newsletter dated 6.11.19 3) Developed new AEPA brand statement/logo and sent to members for inclusion on their websites on 8.2.19. | 1) Develop articles and publish new image ads in AESA's monthly online newsletter, 2) Update vendor partner pages and logos on the AESA website, 3) Develop a new brand statement/logo to be used by all 27 member agency websites | April 2020 | Dave Mahalko | Dave Mahalko, Tammy Hurst, Eileen Baus, Sue Nathason, Craig Nelson - V, Josh Peach - V, Dan Reisetter - V | 1) Develop articles and publish new image ads in AESA's online newsletter<br>2) Update our vendor partner pages and logos on the AESA website,<br>3) Develop a new brand statement/logo to be used by all 27 member agency websites. 4)Develop article for AESA website in Q1 2020<br>5)Send reminder to AEPA members that only nine state agencies have updated websites with new AEPA brand statement/logo | |
| 6 | Add Five (5) New States | Began a List of potential new states, Review the AEPA sales goal, Review the strategy, Review the work completed, Discuss the tasks to be completed, Discuss the data collection process. ONE STATE ADDED. Work with John Bass (AESA) to help ID new states. Larche has this action item. Data aggregated by spreadsheet with list of states not currently in program. Rank the criteria (columns across top). Color code each prospect, depending on barriers or likelihood to adopt based on local/state landscape. | 1) Working with John Bass at AESA, compile a list of potential new states | December 2018 | Larche Hardy | Larche Hardy, Tammy Hurst, Ann Burden, Nita Werner | Look at ways to establish lead agency. Can be school district, not necessarily on ESA (like VA model). Get state to recognize AEPA as state contract (as CDWG did in NE). Pursue ESA route first. If no ESAs, then pursue other routes, e.g. large school district or state wide entity. Collecting data: Larche - prospective states - do they have ESAs? What is the landscape rank by number of students? | SC, NC, TN, MS, LA, & AR are possibie member states. CONCERN - WSCA NASPA growing more prevalent. Rural district - better prospects than large urban districts (size matters) because large districts have purchasing/buyer resources. Dealer network - the MFR holds the contract; dealers/resellers are authorized to sell under it. One state each year. We are on track (list of five is done 2018-2023). How to attain growth in existing states? Another topic. |
| | | | 2) Consider alternatives, then develop language that outlines what constitutes an AEPA lead agency in a state | December 2019 | | | | |

**AEPA Strategic Work Plan**

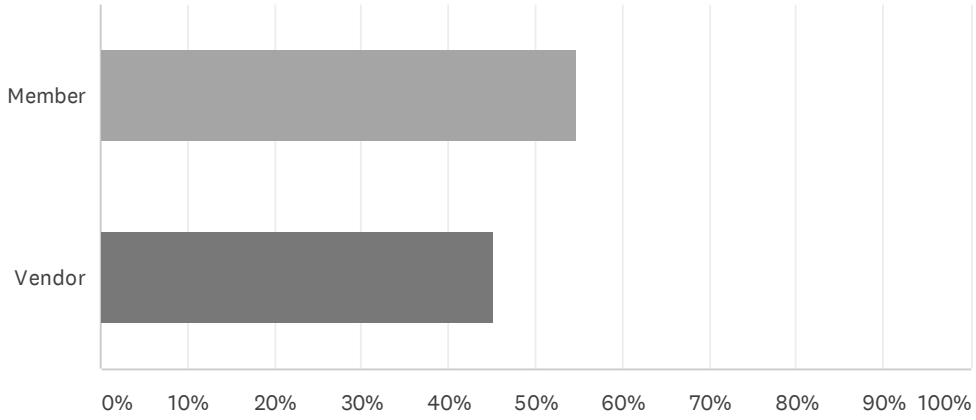
*Goal: Increase sales to **$619,000,000** by 2023 by using the eight (8) strategies below.*

| | Strategy | Work Completed November 2019 | Task(s) | Completion Date | Person Responsible | Committee Members | Next Steps | Additional Comments |
|---|---|---|---|---|---|---|---|---|
| 7 | Advocacy | | | | George Wilson, Joan Wade-ASEA | | | |
| 8 | Collect customer data for use in deciding what to bid | Reviewed meeting summary, Review the AEPA sales goal, Review the strategy, Review the work completed, Discuss the tasks to be completed, Discuss the data collection process | 1) Employ a survey for members and vendor partners to collect data on local contracts and future bids. Survey will be combined with toerh member/vendor surveys. | Fall 2019 | Elmo Kallner | Elmo Kallner, Cinda Holmes, Nita Werner, Laurie Hoing, Colleen Lentz, Melissa Mattson, Tim Murley, Dale McCall, Steve Nicholson -V, Rick Fennemore -V, Lesley Miles-V, Sarah Cruz-V | Collect customer data for use in deciding what to bid. Develop a survey and write questions to include on it. Top two programs not a part of AEPA. Data to collect: potential new AEPA bid categories. Measure data: Aggregated in survey monkey by sales. Dissagregated by spreadsheet. Stakeholders will use to determine bid categories in future years. Email five questions to Elmo by 04/30/18. Refine questions. Conference call and select final questions by 05/31/18. Send out surveys with due date of 06/15/18. | KS will do survey monkey. Survey monkey will aggregate data for us, includes Excel document of results. |
| | | | 2) Create an AEPA database of customer needs | December 2019 | | | | |

To reach goal, consider the following: CHALLENGES/ROAD BLOCKS/RISKS: Large group of 27 states with varying laws, rules, & ideas. Member and vendor turnover and fatigue. Establishing standards can appear punitive and therefore negative. Sharing successful contracts with other states can seem counter-productive. Collecting accurate, relevant and timely data; SHORT & LONG TERM ACTION STEPS: No more than 16; INCORPORATING THIS WORK INTO AEPA'S ONGOING PROCESS: Examine our meeting structures, internal communication, improve bid processes, data collection, category selection, and specification development; RESOURCES NEEDED: Money, people, and time; DATA COLLECTION and REPORTING PROCESSES: What needs collected? How do we measure it? What do we do with it? and how do we monitor it? COMMUNICATION PLAN: Newsletter, webcast, executive summaries, surveys, social media, MARKETING PLAN: Telling the AEPA story and networking; WHO IS RESPONSIBLE: Those who are willing and interested in AEPA.

# Q1 Are you a member or a vendor?

Answered: 51 Skipped: 0



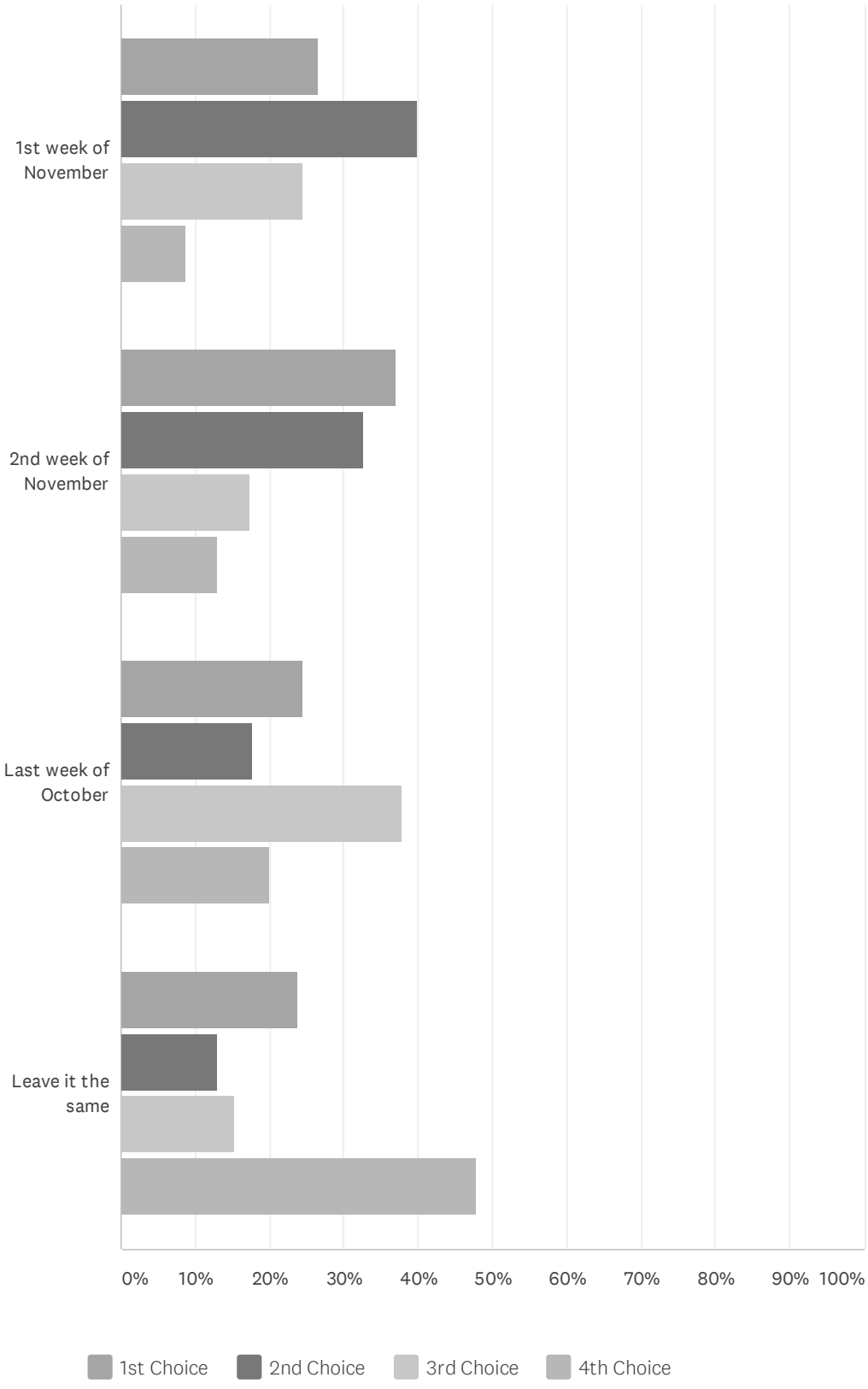

| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| Member | 54.90% | 28 |
| Vendor | 45.10% | 23 |
| TOTAL | | 51 |

# Q2 Please enter your state name or your company name.

Answered: 51 Skipped: 0

# Q3 Thinking about the AEPA Winter Meeting (beginning with 2021), please rank the following time periods by your order of preference.

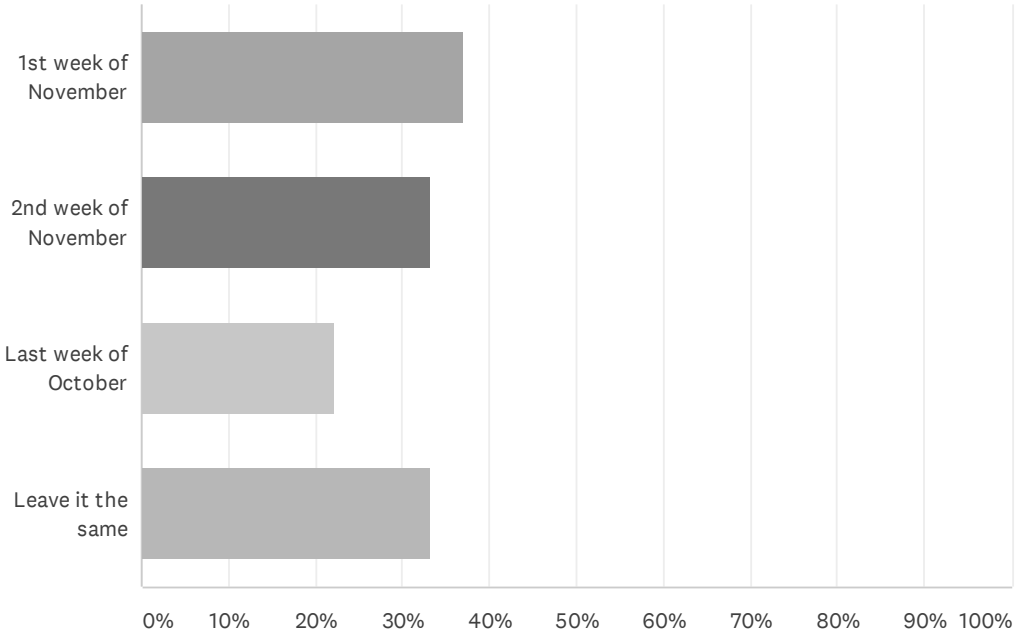
Answered: 51 Skipped: 0



| | 1ST CHOICE | 2ND CHOICE | 3RD CHOICE | 4TH CHOICE | TOTAL | WEIGHTED AVERAGE |
|---|---|---|---|---|---|---|
| 1st week of November | 26.67%<br>12 | 40.00%<br>18 | 24.44%<br>11 | 8.89%<br>4 | 45 | 2.16 |
| 2nd week of November | 36.96%<br>17 | 32.61%<br>15 | 17.39%<br>8 | 13.04%<br>6 | 46 | 2.07 |
| Last week of October | 24.44%<br>11 | 17.78%<br>8 | 37.78%<br>17 | 20.00%<br>9 | 45 | 2.53 |
| Leave it the same | 23.91%<br>11 | 13.04%<br>6 | 15.22%<br>7 | 47.83%<br>22 | 46 | 2.87 |

# Q4 Of the proposed time frames for the 2021 Winter Meeting, please indicate if any of the dates listed are a total conflict for your organization – meaning it conflicts with something that will prevent any member of your agency or company from attending. Choose any that are a total conflict. (Skip this question if there are no conflicts for you!)

Answered: 27 Skipped: 24




| ANSWER CHOICES | RESPONSES | |
|---|---|---|
| 1st week of November | 37.04% | 10 |
| 2nd week of November | 33.33% | 9 |
| Last week of October | 22.22% | 6 |
| Leave it the same | 33.33% | 9 |
| Total Respondents: 27 | | |

Association of Educational PURCHASING AGENCIES

# Nationally Bid, Locally Awarded
# Cooperative Purchasing Contracts

## AEPA Vendor Partner Advisory Committee

The Association of Educational Purchasing Agencies (AEPA) Vendor Partner Advisory Committee is established for the purpose of providing advice, counsel, and/or recommendations to the AEPA President and others as requested by the AEPA President. The advice, counsel, and/or recommendations shall not bind the AEPA President to take any specific action. This committee shall be voluntary to AEPA vendor partners who meet the qualifications delineated in this document.

A. Duties of Committee Members:
   1. Be aware of issues, opportunities, and/or challenges on items of strategic importance to AEPA.
   2. Provide support and guidance on establishing and achieving goals and objectives of AEPA.
   3. Engage in discussions on the issues, opportunities, and/or challenges that AEPA is or could face.
   4. Make recommendations to the AEPA President when requested to do so.

B. Benefits of a Vendor Partner Advisory Committee:
   1. Provide credible advice, counsel, and/or recommendations making it easier to build stable and profitable partnerships between AEPA members and vendor partners.
   2. Provide expertise based from a wide variety of backgrounds and authentic experiences from vendor perspective. This information can then be used to make more informed decisions.
   3. Bring additional resources to AEPA including, but not limited to, contacts with other potentially successful vendors who may wish to become AEPA vendor partners.

C. Membership on the AEPA Vendor Partner Committee:
   1. Must have had at least four years as a vendor partner of AEPA
   2. Must have had at least three million dollars in annual sales using the AEPA state contracts over each of the past two calendar years
   3. Must have attended or been represented at both AEPA yearly meetings for the past two calendar years (exceptions may be made for extenuating circumstances by AEPA President)
   4. Must be in adequate standing with all AEPA state agencies

D. Terms of Service:
   1. The first six committee members will be appointed as soon as possible after the AEPA Spring 2020 Meeting.
   2. Initial appointees will serve one, two, or three years.
   3. Terms will begin on July 1.
   4. Each year following the initial appointments, beginning with the AEPA Spring 2021 Meeting, the AEPA vendor partners present during the meeting shall recommend two vendor partners for service on the committee. This recommendation shall be made to the AEPA President. The vendor partners recommended shall meet all the AEPA requirements established in this document.
   5. Beginning with the 2021 appointments, terms shall be for three years.
   6. Service on the committee may not exceed six years total.
   7. Each vendor partner (company) shall not have more than one representative on the committee at any one time.
   8. The AEPA President shall accept the recommendations from the vendor partners unless the vendor partner recommended fails to meet the AEPA requirements as set forth in this document.

E. Required Actions/Standards for the AEPA Vendor Partner Advisory Committee:
   1. Be and remain in adequate standing with all AEPA state agencies.
   2. Commit to attending two AEPA yearly meetings during the time of service on the committee.
   3. Be willing to meet quarterly, via the worldwide web or conference call, with the AEPA President or others with whom the AEPA President chooses.
   4. Make suggestions to the President on items to be considered by the committee that are of strategic importance to AEPA.
   5. Reach out to other AEPA vendor partners for input and feedback on issues when needed.
   6. Keep any discussions that could reflect poorly on any AEPA member or vendor partner confidential, as well as any discussion that is proprietary to AEPA.

F. Removal from the Committee:

   A vendor partner shall be removed from the committee by the AEPA President when the vendor partner fails to meet the requirements for membership or actions/standards set forth in this document. The AEPA President may appoint a replacement for the vendor partner as soon as possible or at the Spring AEPA Meeting (which ever occurs first). This vendor partner shall serve the remainder of the term.

# AEPA Vendor Partner Mentoring Program

The Association of Educational Purchasing Agencies (AEPA) is establishing, at the request of vendor partners, a vendor partner mentoring program. The program will begin with new AEPA vendor partners recommended at the AEPA 2020 Fall meeting.

A. Purpose
1. To provide support to new AEPA vendor partners during the first two years of membership.
2. To develop vendor partner to vendor partner relationships that enhance the self-worth of mentee and mentor.
3. To educate new AEPA vendor partners as to the AEPA model of cooperative purchasing.
4. To build confidence in new AEPA vendor partners.

**Mentees benefit by:**
Building a relationship with a mentor
Gaining access to knowledge and skills
Learning what is needed and when it is needed
Expanding professional relationship

**Mentors benefit by:**
Sharing hard-earned wisdom and skills
Developing rewarding relationships
Renewing a sense of mission and purpose

**AEPA benefits by:**
Enhanced confidence in the overall management of AEPA contracts
Improved productivity and efficiency
Increase energy and resources to focus on strategic goals

B. A mentee is any vendor partner new to AEPA that has been recommended for a contract to the state agencies of AEPA.

C. A mentor is any current AEPA vendor partner who has been recommended by AEPA for a contract for at least four years.

D. Participation is on a voluntary basis.

E. Mentees who desire to participate in the program will make a request in writing to the AEPA President. The President will consult with the Vendor Partner Advisory Committee as to the assignment of mentors with mentees.

F. If issues arise between a mentees or a mentor, one or both parties is encouraged to contact the AEPA Executive Director.

**May 2020**

- Spring 2020 Newsletter went out in April- see below.
- 2020-21 Food Program intent to participate invites (289 ct) were sent out via mail merge allowing schools to submit their intent to participate or not through an online form.
- Q1 2020 Sales not final yet. YTD sales still showing $1M+ above last year.

Colleen Lentz
ESUCC Cooperative Purchasing

View this email in your browser

NEBRASKA esu Coordinating Council

# *United We Save*

**Since 1968 Nebraska Educational Service Unit Coordinating Council- Cooperative Purchasing**

## Spring 2020 Newsletter | Issue 4

## ESUCC Coop Custodial Program

This program offers schools the availability of *custodial supplies* and *equipment* year-round, with direct ordering, delivery and billing.

Bids were awarded as a catalog based on the vendors "full house offering" and a market basket analysis. Vendors were selected through a bid process.

- The Home Depot (aka SupplyWorks) is also an awarded supplier for ***furnace filters***.
- The Home Depot Pro also offers in-service ***workshops*** *and* ***product shows*** for custodians throughout the year.

**Buy Now**

---

## DID YOU KNOW?

*** In 2018-19 ESUCC Coop members purchased *$1.5m* of product through the Custodial Program**

**saving over *$618k***

*** Nebraska is a *founding member* of AEPA, which started with 10 states in 2000 and now has grown to 28 states.**

---

# Nationally Bid … Locally Awarded!

Imagine the buying power and expertise of 28 state agencies working together. That's AEPA, bringing you nationally bid contracts designed to meet state bid law requirements.

The Association of Educational Purchasing Agencies (AEPA) is a group of Educational Service Agencies/political subdivisions organized through a Memorandum of Understanding between all participating states.

## AEPA Product Categories - Vendor Names

**Athletic Equipment and Supplies:** Beam Clay, School Health, School Specialty, Schutt Sports
**Athletic Lighting:** Techline Sports Lighting
**Athletic Surfaces:** Act Global Americas, Astroturf, Field Turf, Hellas Const, Shaw Sports Turf, Sprinturf, The Motz Group
**Career and Technical Education:** Midwest Technology Products
**Carpet & Resilient Flooring:** Interface Americas, The Gillespie Group
**Custodial Supplies:** Busch Systems Intern'l, Hillyard, State Industrial Products
**Digital Copiers:** Konica Minolta, Kyocera

**Digital Display Solutions:** Daktronics
**Digital Resources & Instructional Mtls:** Bio Corp, Complete Book & Media Supply, Istation, Mackin
**Facility Mgmt Software:** Dude Solutions
**Furniture:** Biofit Engineered Products, National Business Furniture, School Specialty
**LED Lighting:** Facility Solutions Group
**Maintenance, Repair & Operation:** Best Plumbing Specialties
**Office Supplies:** Quill, School Specialty
**Playground and Recreational Equipment:** Kompan, Playcraft Systems, Romtec
**Roofing:** Progressive Roofing, Tremco-Weatherproofing Technologies
**School & Instructional Supplies:** Blick Art Material, Pitsco Education
**Technology Catalog:** CDW-G, MNJ Technologies
**Telescopic Bleachers and Stadium:** Hussey Seating
**Vehicles:** Phil Long Dealerships

Good things come from Sysco

**Watch for the 2020-21 ESUCC-Sysco Food Program Service Agreements to arrive in April**

Annual Software/ License Renewals

**Swank Movie License**
**World Book**
**Securly**
**Articulate 360**
**Infobase**
**Impero**
**Schoology**
**Edgenuity**
**Odysseyware**
**Newsela**
**Wyebot**

**2020 Annual Buy Deadline to Place Orders Through the Marketplace**

**CrisisGo**

**Adobe VIP**

**Questions? Contact Craig: 308-995-0665 | Priscilla-Colleen: 402-387-1245 | coop@esucc.org**

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ESUCC Cooperative Purchasing
1292 E 4th St
Ainsworth, NE 69210

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Legal Committee Meeting
Monday, May 4, 2020 10:00 AM
Zoom
6949 South 110th Street
LaVista, NE 68128

1. Call to Order
Committee Chair

2. Roll Call
Committee Chair

3. Agenda Item
Committee Chair

3.1. COOP
Committee Chair

3.1.1. Coop Strategic Plan
Committee Chair

3.1.2. Coop Contracts
Committee Chair

3.1.2.1. Approve Addendum with Securly
Committee Chair

3.1.2.2. Approve Special Buy Agreement with Sergeant Laboratories for AristotleK12
Committee Chair

3.1.2.3. Approve Addendum with Impero
Committee Chair

3.1.3. Recommend approval to authorize Executive Director to approve/sign contracts during the months of May, June, July, August

3.1.4. AEPA
Committee Chair

3.1.5. Staff Written Reports
Committee Chair

3.1.5.1. Peterson Report
Committee Chair

3.1.5.1.1. Annual/Paper Buy
Committee Chair

3.1.5.1.2. Specials Buys
Committee Chair

3.1.5.1.3. AEPA
Committee Chair

3.1.5.2. Colleen Lentz (Data)

3.2. Legislative Updates
Committee Chair

3.2.1. Bromm's Updates
Curt and Jason Bromm

3.3. Policies and Procedures
Committee Chair

3.3.1. HOLD - Approval Article 5 Section of Policy Updates
Committee Chair

4. Next Meetings Agenda Items
Committee Chair

5. Adjournment
Committee Chair

Educational Service Unit Coordinating Council
Legal Committee Meeting
May 4, 2020 at 10:00 AM Central
Zoom
6949 South 110th Street
LaVista, NE 68128

Attendance Taken at 10:00 AM.

| | |
|---|---|
| Greg Barnes (ESU 11): | Present |
| Paul Calvert (ESU 15): | Absent |
| Dr. Andrew Dick (ESU 13): | Present |
| Dr. Larianne Polk (ESU 07): | Absent |
| Gregg Robke (ESU 04): | Present |
| Dr. Dan Schnoes (ESU 03): | Present |
| Dr. John Skretta (ESU 06): | Present |
| Dr. Melissa Wheelock (ESU 10): | Present |

Attendance Update Taken at 10:01 AM.
Dr. Larianne Polk (ESU 07): Present
Attendance Update Taken at 10:13 AM.
Paul Calvert (ESU 15): Present

1. Call to Order
**Notice to visitors:** To be heard at this meeting, the "Request to be Heard" form, must be completed and submitted to the Secretary to the Executive Director of ESUCC. The President of the Board of ESUCC will call upon visitors wishing to address the Board in the order they were submitted or by subject.
Pursuant to Section 84-1411 of the Nebraska Statutes, notice of this meeting was given by advertisement on the ESUCC website, NE Public Meeting site, and host site**.**

**Open Meetings Law:** Pursuant to Section 84 - 1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act is posted in this meeting room.

**Closed Session:**
The council may enter closed session during the meeting when it determines that doing so is appropriate and is authorized by the provisions of the Open Meetings Act.

Meeting called to order at 10:00 AM.

Staff: Kraig Lofquist, Deb Hericks, Priscilla Quintana, Craig Peterson, COLLEEN LENTZ.

2. Roll Call

3. Agenda Item

3.1. COOP

3.1.1. Coop Strategic Plan

3.1.2. Coop Contracts

3.1.2.1. Approve Addendum with Securly

Coop Director shared contract to be approved.

Motion to approve addendum with Securly upon a favorable review by ESUCC appointed Attorney Passed with a motion by Greg Barnes (ESU 11) and a second by Gregg Robke (ESU 04).

| | |
|---|---|
| Greg Barnes (ESU 11): | Yea |
| Dr. Andrew Dick (ESU 13): | Yea |
| Dr. Larianne Polk (ESU 07): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dr. Dan Schnoes (ESU 03): | Yea |
| Dr. John Skretta (ESU 06): | Yea |
| Dr. Melissa Wheelock (ESU 10): | Yea |

Yea: 7, Nay: 0

3.1.2.2. Approve Special Buy Agreement with Sergeant Laboratories for AristotleK12

Coop Director shared contract to be approved.

Motion to approve special buy agreement with Sergeant Laboratories for ArisotleK12 upon a favorable review by ESUCC appointed Attorney Passed with a motion by Greg Barnes (ESU 11) and a second by Gregg Robke (ESU 04).

| | |
|---|---|
| Greg Barnes (ESU 11): | Yea |
| Dr. Andrew Dick (ESU 13): | Yea |
| Dr. Larianne Polk (ESU 07): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dr. Dan Schnoes (ESU 03): | Yea |
| Dr. John Skretta (ESU 06): | Yea |
| Dr. Melissa Wheelock (ESU 10): | Yea |

Yea: 7, Nay: 0

3.1.2.3. Approve Addendum with Impero

Coop Director shared contract to be approved.

Motion to approve addendum with Impero upon a favorable review by ESUCC appointed Attorney Passed with a motion by Greg Barnes (ESU 11) and a second by Dr. John Skretta (ESU 06).

| | |
|---|---|
| Greg Barnes (ESU 11): | Yea |
| Dr. Andrew Dick (ESU 13): | Yea |
| Dr. Larianne Polk (ESU 07): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dr. Dan Schnoes (ESU 03): | Yea |
| Dr. John Skretta (ESU 06): | Yea |
| Dr. Melissa Wheelock (ESU 10): | Yea |

Yea: 7, Nay: 0

3.1.3. Recommend approval to authorize Executive Director to approve/sign contracts during the months of May, June, July, August

Discussed Executive Director to approve/sign contracts during the months of May, June, July, August

Recommend approval to authorize Executive Director to approve contracts/sign during months of May, June, July, August upon favorable review by ESUCC attorney Passed with a motion by Dr. Dan Schnoes (ESU 03) and a second by Dr. Larianne Polk (ESU 07).

| | |
|---|---|
| Greg Barnes (ESU 11): | Yea |
| Dr. Andrew Dick (ESU 13): | Yea |
| Dr. Larianne Polk (ESU 07): | Yea |

| | |
|---|---|
| Gregg Robke (ESU 04): | Yea |
| Dr. Dan Schnoes (ESU 03): | Yea |
| Dr. John Skretta (ESU 06): | Yea |
| Dr. Melissa Wheelock (ESU 10): | Yea |

Yea: 7, Nay: 0

3.1.4. AEPA

Coop Director shared updates on AEPA and the invoice we will be paying this month. Discussion on supplies for schools - COVID-19 related. Discussion related to penalties of late orders to school due to Covid-19.

3.1.5. Staff Written Reports

3.1.5.1. Peterson Report

3.1.5.1.1. Annual/Paper Buy

1. **Paper Buy Recap** - Orders sent to Paper101 in the amount of $856,459.15. This is down $101,253.28 from 2019 totals.
    a. 2019 - $957,712.43
    2018 - $866,109.76
    2017 - $790,259.16
    2016 - $925,156.08

**Annual Buy Recap**

i. Total orders sent $2,389,178.36 compared to $2,280,138.82 last year. This is up $109,039.54 from last year. Between the Paper and Annual Buys, we where up only $7,786.26 in sales, up slightly compared to last year.
ii. 10,657 orders were merged into 7,158 orders through the Order Aggregation by address process that Equal Level runs before sending orders to vendors.
iii. There were a number of orders that had to be manually merged due to schools changing an address half way through the process or for late orders placed.
iv. 2019 - $2,280,138.82
2018 - $2,282,359.68
2017 - $2,407,565.41

### 3.1.5.1.2. Specials Buys

1. **Annual Renewals - currently collecting orders**
    a. Infobase **Deadline:** May 15
        1. Learn360 (Orders received from ESU's 8, 13 and Ainsworth School). Current pricing tier is at $.0.72 student. 27,433 student licenses ordered to date.
        2. Other offerings include a number online databases
    b. Swank - Movie Licensing - $77,359 in orders to date. **Deadline:** May 15
    c. World Book - $73,270.32 in orders to date. **Deadline:** May 15
    d. Securly - $19,255.50 in orders to date. **Deadline:** June 15
    e. Impero - $4,225 in orders to date. **Deadline:** May 15
    f. Edgenuity
    g. Odysseyware
    h. Newsela $3,800 in orders to date
    i. Wyebot $700 in orders to date
    j. CrisisGo
    k. Adobe VIP $40,890 in orders to date. **Deadline:** June 28
    l. Schoology
    m. Articulate **Deadline:** May 15
    n. IXL $8,597.50 in orders to date

### 3.1.5.1.3. AEPA

1. **Virtual Meeting -** The Spring meeting in Austin, TX on April 26-28 was cancelled for in person attendance. Business meeting was held Over Zoom on April 28.
    a. Meeting Highlights
        1. Action to Approve holding a Virtual Meeting
        2. Approval of South Carolina (Carolinas Alliance 4 Innovation CA4I) as a new state member
        3. Bid 2021
            a. Timeline approved
            b. Bid Categories and status updates
                i. Athletic Field Lighting
                ii. Hardwood and Synthetic Flooring
                iii. Copiers, MFP's, Printer and MPS
                iv. Roofing and Related Services
                v. HVAC Systems (New Category)
                vi. Disaster Recovery (New Category)

vii. Safety and Security (New Category)

4. Parameters for Mid-Year bids
5. Discussion on allowing the use of Request for Proposals (RFPs)
6. Approved changes to Enabling documents to allow RFPs
7. Election of Vice-President and Secretary
8. Administrative and Bid Committee Assignments
9. Strategic Plan Review
    a. $619 million dollar goal by 2023
10. Vendor Partner Advisory Committee to be formed
11. Vendor Partner Mentoring program to be formed
12. Public Record Requests
    a. Public record requests are to be addressed from the state they are requested from.

b. Summary of 2019 Sales Reports

1.

1. AEPA Total Sales (All Vendors) $520,303,355.73
2. ESUCC has 41 signed contracts with AEPA vendors
3. ESUCC Total Sales (All Vendors January 1 - December 31 2019) $4,403,767.45 ($79,966 in revenue)
4. ESUCC Sales by year
    a. 2019 - $4,403,767.45
    b. 2018 - $2,871,349.94
    c. 2017 - $2,788,912.01
    d. 2016 - $4,475,183.62
    e. 2015 - $5,251,199.72
5. AEPA all Vendor Sales by year
    . 2019 - $520,303,356
    a. 2018 - $461,233,534
    b. 2017 - $470,020,597
    c. 2016 - $471,937,671
    d. 2015 - $463,452,183
6. Nebraska ranks 24 out of 28 states in Sales
7. CDW-G ranks 1st out of 36 vendors in Sales with $208,815,838
8. ESUCC vendor rankings by sales
    . School Specialty $1,543,376.87
    a. CDW-G $944,751.05
    b. Quill $555,45436
    c. WTI-Tremco $450,665.58
    d. Daktronics $413,511
    e. Dude Solutions $137,405.63
    f. Konica Minolta $125,816.49
    g. Mackin $56,505.30

i. MNJ Technologies $43,596.16

x. National Business Furniture $38,568.05

xi. Midwest Technology $34,751.55

l. Blick Art $32,456.98
m. Biofit $22,825.30
xiv. Kyocera $2,546

3.1.5.2. Colleen Lentz (Data)

3.2. Legislative Updates

Executive Director shared some legislative updates. Session will begin mid-June and will address the most important issues. Discussion on state aid and core services. LB 880 set the date to certifying state aid on or May 1, 2020, was signed by Governor on February 13, 2020. Discussion on the Rule 62 petition. Looking forward to getting the affidavit and the Rule 10 checklist.

3.2.1. Bromm's Updates

3.3. Policies and Procedures

3.3.1. HOLD - Approval Article 5 Section of Policy Updates

Article 5 - on hold for revision.

4. Next Meetings Agenda Items

5. Adjournment

Meeting adjourned at 10:47 AM.

**ADDENDUM TO 2018-2020 SPECIAL BUY AGREEMENT BETWEEN ESUCC COOPERATIVE PURCHASING AND Securly Inc.**

THIS ADDENDUM is made by and between Nebraska ESUCC Cooperative Purchasing ("Cooperative") and **Securly Inc.** ("Contractor") to the 2018-2020 Special Buy Agreement signed by the Cooperative on May 9, 2018 and by the Contractor on May 3, 2018. The Addendum is as follows:

**Exhibit "A"** is amended to add the following goods or services:

360 Cloud: Filter, Home, Auditor, 24, Tipline, Classroom, MDM
Safety Cloud: Filter, Home, Auditor, Tipline
Safety Cloud + 24: Filter, Home, Auditor, Tipline, 24
1:1 Cloud: Filter, Home, Classroom, MDM

**Exhibit "B"** is amended to add the following pricing information:

| Product Description | Per Device/Student | Paid Annually |
|---|---|---|
| 360 Cloud - All Securly Products Bundled: 1 Year | $7.30 | |
| 360 Cloud - All Securly Products Bundled: 3 Year | $17.53 | $19.72 |
| 360 Cloud - All Securly Products Bundled: 5 Year | $25.56 | $29.22 |
| Safety Cloud with 24 - Filter, Auditor, Tipline, and 24: 1 Year | $5.08 | |
| Safety Cloud with 24 - Filter, Auditor, Tipline, and 24: 3 Year | $12.19 | $13.72 |
| Safety Cloud with 24 - Filter, Auditor, Tipline, and 24: 5 Year | $17.78 | $20.32 |
| Safety Cloud - Filter, Auditor, and Tipline: 1 Year | $4.32 | |
| Safety Cloud - Filter, Auditor, and Tipline: 3 Year | $10.37 | $11.66 |
| Safety Cloud - Filter, Auditor, and Tipline: 5 Year | $15.12 | $17.28 |
| One-to-one Cloud - Filter, Mobile Device Mgmt, and Classroom Mgmt: 1 Year | $4.70 | |
| One-to-one Cloud - Filter, Mobile Device Mgmt, and Classroom Mgmt: 3 Year | $11.28 | $12.69 |
| One-to-one Cloud - Filter, Mobile Device Mgmt, and Classroom Mgmt: 5 Year | $16.45 | $18.80 |

All other terms and conditions of the 2018-2020 Special Buy Agreement are unchanged.

**COOPERATIVE**

Kriag Lofquist
Executive Director

Executed on: _____

**CONTRACTOR**

Joe Figueroa
Regional Sales Manager

Executed on: 9/30/20

# 2020-2023
# SPECIAL BUY AGREEMENT

THIS AGREEMENT is entered into by and between the ESUCC and Sergeant Laboratories, Inc ("Contractor"). Educational Service Unit Coordinating Council (ESUCC) was created in statute to coordinate the activities of Nebraska's 17 Educational Service Units. The Educational Service Unit Coordinating Council was created by LB 603 in 2007 and officially came into existence on July 1, 2008. Cooperative Purchasing is a Project of ESUCC that has been in existence since 1968 with the purpose of providing the Educational Service Unit (ESU) member school districts ("Members") of Nebraska an opportunity to secure the maximum procurement value through cooperative synergies. The Educational Service Unit Coordinating Council (ESUCC) Advisory group serves as the steering committee for new and future cooperative buys statewide under its direction. A chief executive officer coordinates the statewide purchasing agreement between educational service units and their school districts and other serviceable entities. The Director of Cooperative Purchasing manages the program with the guidance of the ESUCC, Advisory Board, and the Fiscal Agent. ESUCC serves 17 ESUs that provide a statewide network of educational opportunities to approximately 245 school districts and more than 300,000 students.

In consideration of mutual covenants, the parties agree as follows:

1. **Scope of the Contract.** The Contractor shall provide Members the opportunity to purchase the goods and/or services as defined in **Exhibit A,** which is attached hereto and incorporated herein by this reference, at the prices set forth in this Agreement and its Exhibits.

2. **Payment Terms/Payment Schedule.** Members shall pay for services rendered and/or for accepted goods on the terms and payment schedule as set forth in **Exhibit B** which is attached hereto and incorporated herein by this reference. Prices listed in Exhibit B shall remain in effect during the term of this Agreement unless agreed otherwise by the parties in writing.

3. **Administrative Fee.** Contractor shall submit to ESUCC as an administrative fee a sum equal to two percent (2%) of the total gross dollar volume, less freight of all goods and services and excluding annual support and maintenance purchased by the ESUCC, ESUs, and Members. This fee will be submitted to ESUCC on a quarterly basis beginning three months from the Effective Date of this Agreement for all transactions completed and paid during said quarter.

**4. Term.** This Agreement is effective on July 1, 2020 ("Effective Date") and shall continue until 12:00 midnight (CST) on June 30, 2023, unless terminated earlier as provided by this Agreement or by law.

**5. Governing Law; Designation of Forum.** This Agreement is governed by and construed in accordance with the laws of the State of Nebraska. Any action to enforce this Agreement must be brought in the state or federal courts of the State of Nebraska. Mandatory and exclusive venue for any disputes shall be in Sarpy County, Nebraska.

**6. Student Privacy Protections.**

A. **Definition of Data.** Data include all Personally Identifiable Information (PII), Member Data, and other non-public information. Data include, but are not limited to, student data, metadata, and user content.

B. **Definition of Member Data.** Member Data includes all PII and other information that is not intentionally made generally available by ESUCC or its Members on public websites or publications, including but not limited to business, administrative and financial data, intellectual property, and student and personnel data and metadata.

C. **Definition of Personally Identifiable Information.** Personally Identifiable Information includes but is not limited to: personal identifiers such as name, address, phone number, date of birth, Social Security number, and student or personnel identification number; "personal information" as used in Neb. Rev. Stat. § 84-712.05 and personally identifiable information contained in student education records as that term is defined in the Family Educational Rights and Privacy Act, 20 USC 1232g.

D. **Definition of User.** User means a participant, instructor, or administrator of ESUCC or its Members who are authorized with login credentials by ESUCC or its Members to use the goods and/or services provided by this Agreement.

E. **Data De-Identification.** Contractor may use deidentified Data for product development, research, or other purposes. De-identified Data will have all direct and indirect personal identifiers removed. This includes, but is not limited to, name, ID numbers, date of birth, demographic information, location information, and school ID. Furthermore, Contractor agrees not to attempt to re-identify deidentified Data and not to transfer de-identified Data to any party unless that party agrees not to attempt reidentification.

F. **Marketing and Advertising.** Contractor will not use any Data to advertise or market to students or their parents. Advertising or marketing may be directed to the ESUCC, Members, or their school districts only if student information is properly de-identified."

G. **Modification of Terms of Service.** Contractor will not change how Data are collected, used, or shared under the terms of this Agreement in any way without

advance notice to and consent from the ESUCC, the Members, and the affected school district(s).

H. **Data Collection.** Contractor will only collect Data necessary to fulfill its duties as outlined in this Agreement.

I. **Data Use.** Contractor will use Data only for the purpose of fulfilling its duties and providing services under this Agreement, and for improving services under this Agreement.

J. **Data Mining.** Contractor is prohibited from mining Data for any purposes other than those agreed to by the parties. Data mining or scanning of user content for the purpose of advertising or marketing to students or their parents is prohibited.

K. **Data Sharing.** Data cannot be shared with any additional parties without prior written consent of the User except as required by law.

L. **Data Transfer or Destruction.** Contractor will ensure that all Data in its possession and in the possession of any subcontractors, or agents to which the Contractor may have transferred Data, are destroyed or transferred to the ESUCC under the direction of the ESUCC when the Data are no longer needed for their specified purpose, at the request of the Member.

M. **Rights and License in and to Data**. Parties agree that all rights, including all intellectual property rights, shall remain the exclusive property of the Member, and Contractor has a limited, nonexclusive license solely for the purpose of performing its obligations as outlined in the Agreement. This Agreement does not give Contractor any rights, implied or otherwise, to Data, content, or intellectual property, except as expressly stated in the Agreement. This includes the right to sell or trade Data.

N. **Access.** Any Data held by Contractor will be made available to a Member upon request by the Member.

O. **Security Controls.** Contractor will store and process Data in accordance with industry best practices. This includes appropriate administrative, physical, and technical safeguards to secure Data from unauthorized access, disclosure, and use. Contractor will conduct periodic risk assessments and remediate any identified security vulnerabilities in a timely manner. Contractor will also have a written incident response plan, to include prompt notification of the Member in the event of a security or privacy incident, as well as best practices for responding to a breach of PII. Contractor agrees to share its incident response plan upon request.

P. **Response to Legal Orders, Demands or Requests for Data.** Except as otherwise expressly prohibited by law, Contractor will:

(1) Promptly notify ESUCC and Members of any subpoenas, warrants, or other legal orders, demands or requests received by Contractor seeking Data;
(2) Consult with ESUCC and Members regarding its response;

(3) Cooperate with ESUCC's and Member's reasonable requests in connection with efforts by them to intervene and quash or modify the legal order, demand or request; and

(4) Upon ESUCC's or a Member's request, provide them with a copy of its response.

**7. Termination.**

A. ESUCC may terminate this Agreement in whole or part if funding from federal, state, or other sources for ESUCC or its Members is not obtained and continued at levels sufficient to allow for purchase of the good and/or services in the indicated quantities or term. ESUCC shall notify the Contractor as soon as practicable if funds to meet ESUCC's or Members' obligations become unavailable. The determination of ESUCC as to the insufficiency of funds is conclusive.

B. Each party may terminate this Agreement if the other party breaches or is in default of any material obligation hereunder which default is incapable of cure, or which, being capable of cure, has not been cured within thirty (30) days after receipt of written notice of such default or such additional cure period as the nondefaulting party may authorize in writing.

C. Each party may terminate this Agreement by written notice if federal or state laws or rules are modified or interpreted in a way that the services are no longer allowable or appropriate for purchase under this contract or are no longer eligible for the funding proposed for payments authorized by this contract.

D. ESUCC may terminate this Agreement, in whole or in part, by written notice to the Contractor and may regard the Contractor in default of this Agreement if the Contractor becomes:

(1) Insolvent;
(2) Makes a general assignment for the benefit of creditors;
(3) Files a voluntary petition of bankruptcy;
(4) Suffers or permits the appointment of a receiver for its business or assets;
(5) Becomes subject to any proceeding under any bankruptcy or insolvency law, whether domestic or foreign; or
(6) Has wound up or liquidated, voluntarily or otherwise.

E. ESUCC may terminate this Agreement, in whole or in part, immediately, without notice, if the Contractor is debarred or suspended from performing services on any public contracts.

F. The parties may terminate this Agreement without cause by mutual written consent or by either party with a minimum of ninety (90) days written notice.

G. Upon the termination for any reason or expiration of this Agreement, the Contractor promptly must return to ESUCC all papers, materials and other property

of ESUCC then in its possession, including but not limited to all work in progress as is appropriate in its then existing form to ESUCC.

**8. Indemnification.**

A. The Contractor hereby waives and agrees to indemnify and save harmless ESUCC and the ESUs and their officials, agents, employees, and volunteers (hereinafter collectively referred to as "Indemnities"), against any and all claims of injuries, death, damage to property, liabilities, judgments, costs and expenses which may otherwise accrue against Indemnities in consequence of the granting of this Agreement or which may otherwise result therefrom.

B. The Contractor shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith.

C. If any judgment shall be rendered against ESUCC or the ESUs in any such action, the Contractor shall, at his or her own expense, satisfy and discharge the same.

D. Any performance bond or insurance protection required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify and save harmless and defend the Indemnities as herein provided.

E. The Contractor's obligation to indemnify and save harmless any Indemnities will survive the expiration or termination of this Agreement by either party for any reason.

**9. Insurance.** Contractor shall secure and keep in force during the term of this Agreement the following insurance coverages from insurance companies or government self-insurance pools authorized to do business in Nebraska:

A. Commercial general liability, including premises or operations, contractual, and products or completed operations coverages (if applicable), with minimum liability limits of $1,000,000 per person and $5,000,000 per occurrence; and

B. If applicable, workers compensation coverage meeting all statutory requirements.

The Contractor shall furnish a certificate of insurance to the undersigned ESUCC representative prior to commencement of this Agreement. Failure to provide insurance as required in this agreement is a material breach of contract entitling ESUCC to terminate this Agreement immediately.

**10. Public Records.** The Contractor acknowledges that ESUCC must comply with Neb. Rev. Stat. § 84-712 through § 84-713 and release public records as defined law upon request, which may include this Agreement and all records created and maintained in relation to this Agreement.

**11. Publicity.** ESUCC does not endorse the goods or services of the Contractor. Except for listing ESUCC as a client during the term of this Agreement, news releases or other publicity concerning this Agreement must not be made by the Contractor without the prior written approval of ESUCC.

**12. Drug/Alcohol/Tobacco/Weapons Free Workplace.** The Contractor and all subcontractors, if any, shall not manufacture, sell, distribute, dispense, possess or use controlled substances or marijuana, as defined by Nebraska law, during the performance of this Agreement while on ESUCC, ESU, or Member premises or at ESUCC, ESU, or Member related functions. The Contractor and all subcontractors, if any, shall not possess any weapon, as defined by Nebraska law and the federal "Drug-Free Schools Act," on ESUCC, ESU, or Member property or at ESUCC, ESU, or Member related functions. The Contractor and all subcontractors, if any, also shall adhere to all ESUCC, ESU, and Member policies and regulations that prohibit the possession, distribution, sale, dispensation, or use of any alcohol or tobacco products while on ESUCC, ESU, or Member premises or at ESUCC, ESU, or Member related functions. Failure to comply with this provision may be considered a material breach. ESUCC may suspend or terminate the Contractor, subcontractor, or both if it violates these laws, regulations, or policies or this provision.

**13. Nondiscrimination.** The Contractor and all subcontractors, if any, shall not discriminate against any employee or applicant who is to be employed for performance of this Agreement with respect to his or her hire, tenure, terms, conditions, or privileges of employment, because of his race, color, religion, sex, disability, or national origin.

**14. Independent Contractor.** Contractor is an independent contractor under this contract and is not an ESUCC, ESU, or Member employee for any purpose. The Contractor retains sole and absolute discretion in the manner and means of carrying out Contractor's activities and responsibilities under this Agreement, except to the extent specified in this Agreement.

**15. Employment Eligibility Verification.** The Contractor shall use a federal immigration verification system to determine the work eligibility status of employees hired on or after October 1, 2009 and who are physically performing services within the State of Nebraska. If the Contractor employs or contracts with any subcontractor in connection with this Agreement, the Contractor shall include a provision in the contract requiring the subcontractor to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

**16. Taxpayer Identification.** Contractor's federal employer identification number is: 39-1952680

**17. Sales Tax.** ESUCC, ESUs, and Members are exempt from sales tax and shall not pay any sales tax under this Agreement. ESUCC, ESUs and/or Members will provide the Contractor with applicable sales tax exemption certificates upon written request.

**18. Notice.** Each party giving any Notice ("Notice") under this Agreement must give written Notice by personal delivery, registered or certified Mail (in each case, return receipt requested and postage prepaid), or nationally recognized overnight courier (with all fees prepaid.) Notice shall be sent to the following addressees at the following addresses:

Cooperative: ESUCC
Attn: Kraig Lofquist
6949 South 110th Street
LaVista, NE 68128

With copy to:

ESUCC Cooperative Purchasing
Attn: Craig Peterson
PO Box 858
412 W. 14th Ave
Holdrege, NE 68949

Contractor: Sergeant Laboratories, Inc
200 Mason St #15
Onalaska, WI 54650

Notice is effective only if the party giving the Notice has complied with this section.

**19. Warranties and Specifications**. Contractor shall be responsible for providing to Members all manufacturer warranties on all goods and services. Contractor shall provide Members with all attachments normally supplied by the manufacturer and/or supplier. Complete product specification sheets or brochures must be provided to Members, ESUs, or ESUCC upon request.

**20. Entire Agreement.** The Agreement is the complete and exclusive expression of the parties' agreement on the matters contained in this Agreement. All prior and contemporaneous negotiations and agreements between the parties on the matters contained in this Agreement are expressly merged into and superseded by this Agreement.

**21. Amendments and Modifications.** The parties may amend or modify this Agreement only by a signed, written agreement by both parties that identifies itself as an amendment or modification to this Agreement. No other alternations in the terms of this agreement shall be valid or binding.

**22. Waivers.** The parties may waive any provision in this Agreement only by a writing executed by the party or parties against whom the waiver is sought to be enforced. No failure or delay: (1) In exercising any right or remedy, **or** (2) In requiring the satisfaction of any condition under this Agreement, **and** (3) No act, omission, or course of dealing between the parties operates as a waiver or estoppel of any right, remedy or condition. A waiver made in writing on one occasion is effective only in

that instance and only for the purpose stated. A waiver once given is not to be construed as a waiver on any future occasion or against any other Person.

**23. Severability.** If any provision of this Agreement is determined to be unenforceable, the remaining provisions of this Agreement remain in full force, if the essential terms and conditions of this Agreement for each party remain enforceable.

**24. Counterparts.** The parties may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all of the parties need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or other electronic means is as effective as executing and delivering this Agreement in the presence of the other parties to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each party to the other parties. In proving this Agreement, a party must produce or account only for the executed counterpart of the party to be charged.

**25. Force Majeure.** Neither party shall be liable for any loss or damage suffered by the other party, directly or indirectly, as a result of the non performing party's failure to perform, or delay in performing, any of its obligations contained in this contract (except any obligations to make payments for services rendered or accepted goods received before the failure to perform or the delay in performance), where, in the opinion of ESUCC, such failure or delay is cause by circumstances beyond the non performing party's control or which make performance commercially impracticable, including but not limited to fire, flood, storm or other natural disaster, explosion, accident, war, riot, civil disorder, government regulations or restrictions of any kind or any acts of any government, alien enemy, judicial action, power failure, acts of God, or other natural circumstances. This Force Majeure provision excludes economic hardship, changes in market conditions, and insufficiency of funds on the part of Contractor.

**26. Assignment.** This Agreement binds the parties and their respective successors and assignees. The Contractor shall not assign or otherwise dispose of this Agreement or any duty, right, or responsibility contemplated in this Agreement to any other person without the previous written consent of ESUCC.

**27. Subcontractors.** The Contractor shall not subcontract services or any part of this Agreement without the prior written consent of ESUCC.

**28. Captions.** The descriptive headings of the Articles, Sections and subsections of this Agreement are for convenience only, do not constitute a part of this Agreement, and do not affect this Agreement's construction or interpretation.

**29. Rights and Remedies Cumulative.** Any enumeration of ESUCC's rights and remedies set forth in this Agreement is not exhaustive. ESUCC's exercise of any right or remedy under this Agreement does not preclude the exercise of any other right or remedy. All of the ESUCC's rights and remedies are cumulative and are in addition to any other right or remedy set forth in this Agreement, any other agreement

between the parties, or which may now or subsequently exist at law or in equity, by statute or otherwise.

**30. Relationship Among Parties.** This Agreement creates no relationship of joint venture, partnership, limited partnership, agency, or employer- employee between the parties, and the parties acknowledge that no other facts or relations exist that would create any such relationship between them. Neither party has any right or authority to assume or to create any obligation or responsibility on behalf of the other party except as my from time to time be provided by written instrument signed by both parties.

**31. Rules of Construction.** The parties hereto have each been represented by counsel, or had the opportunity to be represented, during the negotiation and execution of this Agreement, and therefore waive application of any law or rule of construction providing that ambiguities in the contract will be construed against the party drafting such contract.

**32. Piggyback Clause.** For the term of the Agreement and any mutually agreed extensions, other public agencies may purchase, lease-purchase, or rent the identical item(s) at the same price and upon the same terms and conditions as provided in this Agreement. The term "public agencies" means any county, city, village, school district, or agency of any state government or of the United States; any drainage district, sanitary and improvement district, or other municipal corporation or political subdivision of Nebraska; and any political subdivision of another state.

**33. Attachments.** Attachments to this Agreement include the following:

Exhibit A – Scope of Services to be provided to ESUCC and Members
Exhibit B – Payment Terms & Schedule
Exhibit C – Vendor Software License Agreement

IN WITNESS WHEREOF the parties have executed this Agreement on the last date written below.

| **ESUCC** | **CONTRACTOR** |
|---|---|
| By: _____ | By: _____ |
| Name: Kraig Lofquist | Name Matt Vande Slunt |
| Title: Executive Director | Title: Operations |
| Date: _____ | Date: _____ |

# EXHIBIT "A"

## SCOPE OF GOODS OR SERVICES TO BE PROVIDED TO MEMBERS

AristotleK12 is a Unified Digital Integration Platform that combines classroom management, student analytics, asset & utilization reporting and student centric filtering. For over 20 years, AristotleK12 has worked with educators to create teachable moments in the classroom.

AristotleK12 works simultaneously across Windows and Chromebook devices in a solution revolutionizing instructional technology. AristotleK12 capabilities extend beyond classroom management features to provide a unified platform for educators to spend more time teaching and less time behind a screen.

AristotleK12 includes the following services:

- Automatically receive alerts for student behavior
- Monitor Google Hangouts and other communication outlets in G-Suite
- Generate class summary reports
- Set alerts for inappropriate searches for student's safety
- Track devices that go missing
- Integrate data from Infinite Campus SIS (or any OneRoster compatible information system) along with other class sync options such as Google Classroom to setup groups and classes.
- Recognize student devices by student username
- Rearrange student screens on educator dashboard
- Set filtering criteria for groups of students
- Filter YouTube by channel, category, keyword, or video

AristotleK12 enables the following for educators:

- Send a message to all students or groups/individual students
- View all student screens in real-time
- Open/Close applications and push out web links to all student devices
- Blank student screens with an optional message to redirect attention away from devices
- Share educator screens with all students or groups/individual students
- Share student screens with all studentsor groups/individual students
- Enable classroom educator to enforce a secure testing environment by locking devices into a specified testing site
- Enable classroom educator to limit browser tabs on student devices
- Enable classroom educator to lock a student device onto a specified application
- Close videos running in the background of student devices
- Force student devices to join a classroom and release devices when classes end
- Enable classroom educator to allow and restrict website access through customizable filters for all students or groups/individual students from their classroom
- Analyze what assets are being used to justify district spending
- See how assets are being used, by who and how often
- Receive automatic reports for student behavior
- View student activity historically

AristotleK12 has integrated new intuitive features into Borderless Classroom enabling educators to manage their classes how they choose and keep their students safe. Educators have the ability to:

- Share live video with students
- Utilize audio capabilities to teach a lesson
- Share their screen with a class
- Have 1:1 check-ins with students during class

**EXHIBIT "B"**

**1. Contractor's Pricing**

Contractor's Pricing Model under this Agreement is:

| Device Count | Retail | Contract price is 13% off retail |
|---|---|---|
| 100 | $1,888.89 | $1,643.33 |
| 200 | $3,555.56 | $3,093.34 |
| 300 | $5,000.00 | $4,350.00 |
| 400 | $6,222.22 | $5,413.33 |
| 500 | $7,264.99 | $6,320.54 |
| 1,000 | $10,783.37 | $9,381.53 |
| 2,000 | $15,249.98 | $13,267.48 |
| 3,000 | $18,677.34 | $16,249.29 |
| 4,000 | $21,566.73 | $18,763.06 |
| 5,000 | $24,112.34 | $20,977.74 |
| 6,000 | $26,413.75 | $22,979.96 |
| 7,000 | $28,530.11 | $24,821.20 |
| 8,000 | $30,499.97 | $26,534.97 |
| 9,000 | $32,350.10 | $28,144.59 |
| 10,000 | $34,100.00 | $29,667.00 |

Note: Call for specific quotes or site licensing.

**2. Payment Terms/ Payment Schedule**

A. Members will pay Contractor for all undisputed amounts for the goods and/or services identified in Exhibit A and provided by Contractor under this Agreement within thirty (30) days of receipt of invoice, provided that goods/services have been accepted by the Member as hereinafter provided.

B. The procedure for billing and payment for services or products and deliverables shall be as specified in this exhibit.

**3. <u>Acceptance of Services or Products</u>:**

A. The Contractor shall deliver any goods, perform any services or both in accordance with the schedule set forth in any RFP, RFQ, the time specified in a purchase order issued by ESUCC, ESU, or Member, or this Agreement (whichever is later).

B. Unless otherwise agreed to by the parties, the Contractor shall provide written

notification of completion of any deliveries, or performances of services or both, to the Member ("Delivery Notice").

C. Members shall have forty-five (45) days from the date of receipt of the Delivery Notice to provide the Contractor with written notification of acceptance or rejection due to unsatisfactory performance or nonconforming goods.
D. If the Member issues a rejection notice, the Contractor shall as quickly as is practicable, correct or replace all deficiencies at its expense. ESUCC shall not unreasonably withhold or delay its acceptance or rejection.

## 4. Title and Risk of Loss:

A. Title and risk of loss for goods shall remain with the Contractor until goods are accepted by the Member, ESU, or ESUCC.
B. Insurance during shipment and until the goods are accepted by ESUCC, ESU, or Member is the responsibility of the Contractor.

SERGEANT
LABORATORIES, INC.

200 MASON ST
ONALASKA, WI 54650
(608) 788-9143

**EXHIBIT "C"**

**SOFTWARE LICENSE AGREEMENT**

# PRODUCT LICENSE AND SUPPORT SERVICES AGREEMENT

SERGEANT LABORATORIES, INC. ("Licensor") and the party named in the signature box below as "Licensee" agree that from the Effective Date of this document, the terms and conditions as stated on this Cover Page and expressed herein constitute an agreement ("Agreement") between Licensor and Licensee for the use of the Products and/or provision of Support Services as itemized below. The charges quoted herein and the terms and conditions of this Agreement supersede any previous offers for the Products and/or Support Services stated below and the terms and conditions of any purchase order or previous license between Licensee and Licensor.

**LICENSOR:**
Sergeant Laboratories, Inc.
200 Mason Street
Suite #15
Onalaska, WI 54650

P: (608)788-9143 F: (608)788-9662

**LICENSEE:**

Company
Name
Phone

**BILLING ADDRESS:**

**AUTHORIZED SITE(S):**

| Product Name | Product Version No. | Computer System *(Serial Number)* | No. of users, CPUs, seats and/or Servers | License Fee | Initial License Term | Service Charge (Initial License Term) |
|---|---|---|---|---|---|---|
| AristotleK12™ Appliance ("the Product") | 7.4 | SGTXXXXXX-XX | 1 | - | 7/1/16 to 7/1/17 | - |
| AristotleK12™ Universal Agent ("the Software") | 7.4 | | - | - | 7/1/16 to 7/1/17 | - |
| | | | **Sub-Total** | $ | **Sub-Total** | - |
| | | | | | **Tax** | $ |
| | | | | | **Total** | **$** |

| | |
|---|---|
| Customer acknowledges Product and Software reports provide extensive data analysis including but not limited to forensic level, keystroke data collection which may be disabled. The Product and Software are configured with keystroke data collection enabled by default. Keystroke data collection will be disabled by Licensor if the box below is checked:<br><br>Initial here: _____<br>☐ Disable keystroke collection. | |
| I have read the Agreement in its entirety and have had the opportunity to ask questions of and receive answers from Licensor's authorized representative for the Product and Software and the offer expressed herein is accepted on the terms and conditions specified in the Agreement.<br><br>LICENSEE:<br><br>Signature:<br><br>Name:<br><br>Title:<br><br>Date:<br><br>Licensee's Order Number (for administrative purposes only).<br><br>PO#: XXXX<br>System Serial Number: SGTXXXXXX-XX | **LICENSOR: SERGEANT LABORATORIES, INC.**<br><br>Signature:<br><br>Name:<br><br>Title:<br><br>Date: |

## ARTICLE I: RECITALS AND DEFINITIONS

Section 1.01 – Cover Page: The information included in the Cover Page is true and correct and is part of this Agreement.

Section 1.02 -- Definitions: The following definitions shall apply:

(1) Access: The term "access" and variants thereof shall mean to connect to, store data in, retrieve data from or otherwise approach or make use of (directly or indirectly) through electronic means or otherwise the Product.

(2) Cancellation Notice: The term "Cancellation Notice" shall mean that written notice sent by Licensor to Licensee to the effect that this Agreement is terminated because of breach by Licensee.

(3) Confidential Information: The term "Confidential Information" shall mean: (a) pricing or information concerning any Licensor products or services; (b) trade secrets and other proprietary rights of Licensor; (c) any business, marketing or technical information that is confidential or proprietary to Licensor.

(4) Computer: The term "Computer" shall mean that certain computer system as described in the Cover Page and/or Schedule A (or as specified during user registration if this Agreement is being displayed and accepted electronically) which is attached hereto or displayed above to the Licensee and by this reference incorporated herein.

(5) Defect Notice: The term "Defect Notice" shall mean that certain written notice from Licensee to Licensor identifying, in reasonable detail, one or more discrepancies between the actual performance of the Product and the performance of the Product described in the Documentation.

(6) Documentation: The term "Documentation" shall mean the Product user guides and user manuals that are made generally available to the public including all such updates thereto.

(7) Effective Date: The term "Effective Date" shall mean the date this Agreement is signed or electronically accepted by Licensor.

(8) License Fee: The term "License Fee" shall mean that certain amount identified on the Cover Page, in the column headed License Fee.

(9) License Term: The term "License Term" shall mean a period of time starting with the Effective Date and continuing until terminated under the terms and conditions of this Agreement.

(10) Product: The term "Product" shall mean that product identified as "the Product" on the Cover Page, including Updates that are made generally available to Licensee by Licensor as specified in this Agreement.

(11) Product Problem: The term "Product Problem" shall refer to those instances where a Product is not functioning according to the specifications in the Documentation.

(12) Renewal Term: The term "Renewal Term" shall mean any period of time that this Agreement is renewed after the Initial License Term.

(13) Remote Access: The term "Remote Access" shall mean telecommunications access to the Product using a modem or any access deemed to be remote access by industry standards.

(14) Software: The term "Software" shall that product identified as "the Software" on the Cover Page, including all of the contents of the electronic files, whether on disk(s), CD-ROM(s) or other media, provided by Licensor under this Agreement.

(15) Updates: The term "Update" shall mean: (a) any upgrades, modified versions, updates, additions, replacements and copies of the Software (current release only), if any, provided to Licensee by Licensor for the sole purpose of maintenance, error correction, or debugging of the Software, or (b) any upgrades, modified versions, replacements or additions to the Secure Data Vault Server (current model only), if any, provided to you by the Licensor for the sole purpose of maintenance, error correction, or debugging of the Product.

(16) Unauthorized Access: The term "Unauthorized Access" shall mean any access to the Product or Documentation except for the exclusive purposes of: (a) use pursuant to the terms and conditions of this Agreement; (b) internally demonstrating the performance, utility and functions of the Product for the sole purpose of use pursuant to the terms and conditions of this Agreement; or (c) training employees of Licensee in the use of the Product pursuant to the terms and conditions of this Agreement.

(17) Unauthorized User: The term "Unauthorized User" shall mean any individual who accesses the Product or Documentation except for employees authorized by Licensee to access the Product or Documentation for the exclusive purposes as set forth in Section 1.02 (16).

## ARTICLE II: SCOPE OF LICENSE

Section 2.01 -- Grant of Limited License: Licensor hereby grants to Licensee a non-exclusive, non-transferable, and personal license to use the Software on the Product or other Computer of Licensee, and to use the Documentation, for the License Term only in accordance with the terms and conditions of this Agreement. The foregoing grant of license excludes the right to modify all or any portion of the Software or the Product, or any Documentation, or to create any derivative works thereof, except as expressly authorized by Licensor in writing in advance. The use by Licensee of such modification or derivative work shall be subject to the terms of this Agreement, including all license restrictions set forth in this Article II, unless otherwise expressly agreed by Licensor in writing.

Section 2.02 -- Risk of Loss: Licensee assumes risk of loss to the Product as of the time of shipment and/or downloading of the Product by Licensor.

Section 2.03 -- Authorized Use: Licensee shall prevent Unauthorized Access to the Software and the Product, and shall prevent Unauthorized Users from Accessing the Software and the Product.

Section 2.04 – Other Use Restrictions: Licensee shall use the Software and the Product only in accordance with the Documentation and only on the Computer at the Authorized Site(s) of Licensee as specified in the Cover Page and/or Schedule A of this Agreement (or as specified during user

registration if this Agreement is being displayed and accepted electronically.) Excepting access by Licensor, Licensee shall prevent Remote Access. The Software and the Product may not be sublicensed or relicensed by Licensee nor be deployed or distributed to, or for the benefit of, any third party, including consultants, and may only be used for the internal business purposes of Licensee as specified in this Agreement. Licensee agrees not to sublicense, relicense, rent, assign, loan, lease or use the Software or the Product to provide service bureau, ASP, commercial time-sharing, or similar services to third parties, including consultants, or for any other activities or purposes not expressly authorized in this Agreement without the express, prior written consent of Licensor in each instance. Other than pursuant to a regularly scheduled and followed backup policy applicable to substantially all software licensed by Licensee, Licensee may make no more than one copy of the Software for back-up purposes in support of the use of the Product. Use of the Product is restricted to the number of users, CPUs, seats and/or servers and computer system and machine class, if applicable, for which License Fees have been paid, as specified in the Cover Page and/or in Schedule A (or as specified during user registration if this Agreement is being displayed and accepted electronically.).

Section 2.05 – Compliance Verification: At least once every calendar year and, absent reasonable suspicion of breach of this Agreement, no more than twice in one calendar year, Licensor shall be entitled, after giving Licensee at least five (5) days' notice and subject to Licensee's reasonable requirements relative to safety and security, to audit and inspect Licensee's records and facilities as is reasonably necessary for Licensor to ensure compliance with the provisions of this Agreement. Notwithstanding the foregoing, if Licensor reasonably suspects that Licensee has breached this Agreement, Licensor may audit Licensee's Product-related activities with one (1) day's notice. Licensee shall maintain complete and accurate records, available on request to Licensor, indicating the location(s) where each Product has been installed and, as applicable, the Computer/computer system and the number of users, CPUs, seats, and servers for each Product. If Licensee's non-compliance with this Agreement has resulted in a loss that is equal to or greater than five percent (5%) of the License Fee paid to date for that year or is otherwise reasonably determined to be a material breach of the terms and conditions of this Agreement, Licensee shall reimburse Licensor in full for the cost of such audit in addition to paying any other fees, costs, or damages associated with the non-compliance or breach.

Section 2.06 – Documentation Use: Documentation may be used only in support of authorized use of the Software and the Product as specified in this Agreement.

Section 2.07 – Services: Unless otherwise defined in a separate Extended Service Agreement or Product Maintenance Agreement, Support Services provided by Licensor to Licensee shall consist of technical phone support or e-mail support, at Licensor's discretion, offered for the duration of the Initial License Term only, related to: (a) installation, site preparation and planning; (b) user operation; and (c) Updates. The Initial License Term shall be 12 months beginning on the Effective Date as indicated on the Cover Page. Licensor agrees to provide Support Services specified in this Agreement on the Effective Date for the Initial License Term, using commercially reasonable efforts in doing so. The non-refundable Service Charge must be paid in accordance with the terms of this Agreement in order for Licensee to be entitled to the Support Services for the Initial License Term. Licensor has no obligation to provide Support Services or any other services for: (i) altered or modified Software or Products; (ii) third party software or applications being used in conjunction with the Software or Products; (iii) Product Problems or other such problems which arise as a result of Licensee's negligence or fault, or from malfunctions of Licensee's hardware or its operating systems; (iv) Product Problems or other such problems which result from changes to the operating environment which make it incompatible with the operating environment for which the Software or Product was originally provided, including without limitation, additions or changes to hardware, operating systems, compilers, or co-resident software; nor has Licensor any obligation to assist Licensee to develop or debug applications which use the Software or Product. At any given time, Licensor shall provide Support Services for the then-current, general-release version of the Software and Product, and the immediately preceding general release version of such Software and Product, but only for a period of six (6) months following the general release of the then-current version of the Software and Product. In all cases, Licensor shall provide Support Services only during the Initial License Term and any Renewal Term.

Section 2.08 – Renewal: If, at least thirty (30) days before the end of the Initial License Term or any subsequent Renewal Term, Licensee does not notify, in writing, Licensor that Licensee will not renew this Agreement, then this Agreement shall be deemed automatically renewed by Licensee for an additional one year Renewal Term, which will include the right to Support Services. License Fees for such Renewal Term will be billed and must be paid in accordance with the terms and conditions of this Agreement. With regards to renewal of this Agreement, the License Fee is subject to reasonable increase at the sole discretion of Licensor. Licensee is entitled to receive Updates during the Initial License Term or any subsequent Renewal Term of this Agreement.

## ARTICLE III: PAYMENT

Section 3.01 -- Fees: Licensee shall promptly pay the License Fee and Initial Service Charge within thirty (30) days of delivery of the Product. Additional Service Charges, costs, and fees for any services beyond those described in Section 2.07 will be charged for and invoiced separately at Licensor's discretion.

Section 3.02 -- Costs: Licensee shall pay all direct costs incurred by Licensor in providing Support Services or any other services pursuant to this Agreement. Such direct costs shall include (without limitation) postage, shipping, media charges, telephone, travel, material and reproduction costs.

Section 3.03 -- Invoicing and Payment: Licensor shall invoice Licensee monthly for any costs incurred by Licensor in providing Support Services or any other services under this Agreement or for any balance due on the License Fee. Upon request of Licensee, such invoices shall be accompanied by receipts evidencing such costs. Licensee shall pay any such invoice in full within thirty (30) days of receipt, or in the case of overdue License Fees or other overdue balances, within ten (10) days of receipt of the invoice. Any amounts payable by

Licensee hereunder that remain unpaid after the due date shall be subject to a late charge equal to the lesser of the maximum amount permissible by law or 1.5% per month from the due date until such amount is paid.

Section 3.04 -- Taxes: Licensee shall pay any and all applicable taxes, including without limitation, if applicable, sales, use, property, value added or other taxes based on licenses granted or services provided, excluding taxes on Licensor's net income.

## ARTICLE IV -- TERMINATION

Section 4.01 -- Termination Limitations: This Agreement may only be terminated as provided under this Article IV.

Section 4.02 -- Term: The grant of license rights under this Agreement shall be valid only for the License Term.

Section 4.03 -- Termination: Licensee may terminate this Agreement for convenience with no less than ten days written notice of termination to Licensor. Termination of this Agreement shall not limit either party from pursuing other remedies available to it, including injunctive relief, nor shall such termination relieve Licensee of any obligation that has accrued or is otherwise owed by Licensee.

Section 4.04 -- Cancellation for Cause: If Licensee violates its obligations under this Agreement, Licensor may cancel the Agreement by sending a Cancellation Notice describing the noncompliance to the Licensee. Upon receiving a Cancellation Notice, the Licensee shall have ten (10) days from the date of such notice to cure any such noncompliance. If such noncompliance is not cured within the required ten (10) day period, Licensor shall have the right to cancel this Agreement, effective upon written notice, as of the eleventh day after the date of the Cancellation Notice.

Section 4.05 – Effect of Termination/Actions Upon Termination: Upon termination or cancellation of this Agreement: (i) all rights of Licensee hereunder will terminate, in which event all license rights shall also cease and the Products and Documentation and all copies thereof shall be returned to Licensor or destroyed, as directed by Licensor; (ii) all amounts due to Licensor hereunder will become immediately due and payable; and (iii) the following provisions will survive termination of this Agreement: Section 2.05, Sections 3.01 – 3.04, Sections 4.01 - 4.05, Section 5.02, Section 5.05, Sections 6.01 - 6.05, and Sections 7.01 – 7.15.

## ARTICLE V: WARRANTY

Section 5.01 – Representations and Warranties: Licensor represents and warrants that for the first ninety (90) days after shipment, the Products will substantially conform in material functional respects to the applicable Documentation.

Section 5.02 – LIMITED WARRANTY: Except for the limited warranty specified above, LICENSOR AND ITS SUPPLIERS DO NOT AND CANNOT WARRANT THE PERFORMANCE OR RESULTS LICENSEE MAY OBTAIN BY USING THE PRODUCT OR DOCUMENTATION. EXCEPT AS EXPRESSLY SET FORTH IN SECTION 5.01 AND EXCEPT FOR ANY WARRANTY, CONDITION, REPRESENTATION OR TERM TO THE EXTENT TO WHICH THE SAME CANNOT OR MAY NOT BE EXCLUDED OR LIMITED BY LAW APPLICABLE TO LICENSEE IN LICENSEE'S JURISDICTION, LICENSOR AND ITS SUPPLIERS HEREBY EXPRESSLY DISCLAIM ANY AND ALL WARRANTIES, CONDITIONS, REPRESENTATIONS, GUARANTEES OR TERMS (EXPRESS OR IMPLIED WHETHER BY STATUTE, COMMON LAW, CUSTOM, USAGE OR OTHERWISE) AS TO ANY MATTER INCLUDING WITHOUT LIMITATION THE WARRANTIES OF MERCHANTABILITY, INTEGRATION, SATISFACTORY QUALITY, FITNESS FOR ANY PARTICULAR PURPOSE, OR NON-INFRINGEMENT OF ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

Section 5.03 – Defect Notice: Any Defect Notice must be received by Licensor within thirty (30) days after delivery of the Product. Upon receiving a Defect Notice from Licensee, Licensor shall review the asserted discrepancy to determine if the discrepancy is valid. If, in the reasonable professional judgment of Licensor the discrepancy is valid, Licensor's only obligation shall be, in the Licensor's sole discretion, to correct the discrepancy, using commercially reasonable efforts to do so, or to refund the portion of the License Fee appropriate to the particular defect in question. If, in the reasonable professional judgment of Licensor, such discrepancy is not valid, Licensor shall submit to Licensee a written explanation of the reasons why such asserted discrepancy is not valid. The written explanation of Licensor set forth herein shall be deemed accepted by Licensee within ten (10) days after Licensee's receipt of the written explanation.

Section 5.04 – Licensor's Indemnity: Licensor shall indemnify and defend Licensee from and against any loss, cost, damage or expense actually incurred by or awarded against Licensee arising from any claim by a third party that any Product infringes any U.S. patent, trademark, copyright or trade secret of such third party, provided that: (i) Licensee promptly gives written notice of such claim, loss, expense, or action (or if Licensee has reason to know of a claim, promptly gives written notice of the circumstances from which such claim, loss, expense, or action may arise); (ii) Licensee provides all reasonably required assistance to Licensor or Licensor's agents in the defense of such claim, loss, expense, or action and gives Licensor sole authority to settle or defend the claim; (iii) the infringement does not result from the combination of the Software or Product with any product not supplied by Licensor for use with the Software or Product; (iv) the infringement does not result from any modification of the Software or Product (other than by Licensor), or any use of the Software or Product other than as specified in the applicable Documentation; and (v) the infringement would not have been avoided if Licensee had implemented any new version or changes to the use or configuration of the Software or Product made available or recommended by Licensor. In the defense or settlement of any such claim, Licensor may, in its sole discretion: (i) replace or modify the Software or Product at issue so that its use is non-infringing; (ii) procure for Licensee the right to continue to use the Software or Product at issue; or (iii) terminate the licenses granted hereunder with respect to the Software or Product (or portion thereof) that is infringing and grant Licensee a credit or refund for the Software Product (or portion thereof) that is infringing.

Section 5.05 -- Limitation of Damages: IN NO EVENT WILL LICENSOR OR ITS SUPPLIERS OR ITS AFFILIATES OR AGENTS BE LIABLE TO LICENSEE FOR ANY OTHER DAMAGES, CLAIMS OR COSTS WHATSOEVER OR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL DAMAGES, OR ANY LOST PROFITS OR LOST

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## ARTICLE VI: INTELLECTUAL PROPERTY

Section 6.01 -- Ownership and Title: Except for the limited license granted herein, all right, title, and interest throughout the world in and to (i) the Software, Product and Documentation and (ii) any modifications to or derivative works of all or any part of the Software, Product or any Documentation created by or on behalf of Licensee ("Licensee Enhancements") including rights to patents, copyrights, trademarks and trade secrets therein, shall be and remain the exclusive property of Licensor. The source code of the Product, as well as the structure and organization of the source code, and the Documentation, are the valuable trade secrets and Confidential Information of Licensor. The Software, the Product, and certain components of the Product and Documentation, are protected by copyright, including the United States Copyright Act, international treaty provisions and applicable laws in the jurisdictions in which it is being used. Licensee shall not remove or alter any copyright notices, proprietary legends, or any other similar notices affixed by Licensor to the Software, Product or Documentation, and Licensee shall ensure that all such notices will be affixed and clearly visible on any copies or duplicates of the Software, Product or Documentation which Licensee may be authorized to produce pursuant to this Agreement. With respect to any Licensee Enhancements, Licensee agrees and acknowledges that all right, title, and interest throughout the world in and to such Licensee Enhancements shall irrevocably and unconditionally vest in Licensor as an original matter as a "work made for hire" under the U.S. Copyright Act. In the event that any Licensee Enhancement does not qualify as a "work made for hire" as a matter of law, Licensee hereby irrevocably and unconditionally agrees to assign and assigns all right, title and interest throughout the world in and to such Licensee Enhancements to Licensor and agrees to execute any and all documents and take any and all further actions required to confirm and perfect such assignment, at Licensor's request.

Section 6.02 -- Reverse Engineering: Reverse engineering, disassembly, decompilation and other source code derivation of the Software or the Product are strictly prohibited.

Section 6.03 -- Confidentiality: Licensee hereby acknowledges that the Software, the Product, the Documentation, and related disclosures, include information that is Confidential Information of Licensor. Licensee hereby agrees not to disclose such information except to persons and organizations expressly authorized in writing by Licensor to receive such information. The foregoing does not apply to information: (i) rightfully known by Licensee prior to receipt; or (ii) which becomes public knowledge by acts other than those of the parties after receiving such information; or (iii) is independently developed by Licensee without a breach of obligations hereunder; or (iv) is rightfully received by Licensee from a third party without restriction and without breach of this Agreement.

Section 6.04 -- Copies: Except as expressly authorized in this Agreement, Licensee shall not copy the Software, Product or Documentation and shall not allow the Software, Product or Documentation to be copied without the prior written consent of Licensor.

Section 6.05 -- Indemnification: To the extent permitted by law, Licensee shall defend, indemnify and hold harmless Licensor against any damages or liability arising from use of the Software, Product or Documentation by Licensee and/or any breach by Licensee of this Agreement

## ARTICLE VII: MISCELLANEOUS

Section 7.01 -- Assignments: Licensee may not assign or otherwise transfer this Agreement or any right hereunder, including by operation of law, without the prior written consent of Licensor. Any purported assignment in violation of this Section 7.01 shall be void and without effect.

Section 7.02 -- Entire Agreement: This Agreement expresses the entire understanding of the parties and supersedes previous verbal and written agreements between the parties concerning licensing of the Product. Licensee hereby acknowledges that the Documentation shall in no way lessen Licensee's obligations to Licensor under this Agreement or broaden Licensee's rights under this Agreement.

Section 7.03 -- Equitable Remedies: Licensee hereby acknowledges that damages at law may be an inadequate remedy for Licensee's breach of this Agreement. Therefore, Licensor shall have the right to seek specific performance, injunction or other equitable remedy in the event of a breach of this Agreement by Licensee, without necessity of posting a bond or other security thereof.

Section 7.04 -- Amendments and Modifications: Waivers, alterations, modifications or amendments of a provision of this Agreement shall not be binding unless such waiver, alteration, modification or amendment is in writing and signed by the party to be bound.

Section 7.05 -- Severability: If any provision of this Agreement is rendered invalid, the remaining provisions shall remain in full force and effect.

Section 7.06 -- Captions: The headings and captions of this Agreement are inserted for convenience of reference and do not define, limit or describe the scope or intent of this Agreement or any particular section, paragraph, or provision.

Section 7.07 -- Governing Law: This Agreement shall be governed by the laws of the State of Minnesota. This Agreement will not be governed by the conflict of law rules of any jurisdiction or the United Nations Convention on Contracts for the International Sale of Goods, the application of which is expressly excluded.

Section 7.08 -- Notice: Notices shall be in writing and shall be deemed delivered in person when delivered by courier or mailed postage to the person and address designated on the Cover Page.

Section 7.09 -- Bankruptcy: If Licensor must institute, defend, appear or attend a bankruptcy proceeding as a result of the filing of bankruptcy by Licensee, fees and expenses shall be borne by Licensee. If Licensee has a bankruptcy proceeding filed against it, Licensor shall recover attorney fees, expert witness fees, and other costs incurred by such other party in connection with the bankruptcy proceeding, hearing or trial. If Licensee is subject to insolvency, bankruptcy, or any other such proceedings, then Licensor may, in its sole discretion, require Licensee or its receiver or such equivalent party to return the Product(s) and Documentation to Licensor or to destroy them, and, at Licensor's sole discretion, all Support Services hereunder will cease. In all such events as described in this Section, Licensee will not be entitled to any refund of Licensee Fees or Service Charges.

Section 7.10 -- Waiver: Waiver of any breach of this Agreement shall not constitute waiver of another breach. Failing to enforce a provision of this Agreement shall not constitute a waiver or create an estoppel from enforcing such provision.

Section 7.11 -- Arbitration: Any controversy or claim arising out of or relating to this Agreement, or breach thereof, shall be settled by arbitration in accordance with the Rules of the American Arbitration Association, and will be held at Madison, Wisconsin. Judgment upon the award rendered by the arbitrators may be entered in any court having jurisdiction thereof. Qualified Arbitrators shall be selected by the parties in accordance with the Rules of the American Arbitration Association. Each party shall have the right of discovery as set forth in the Federal Rules of Civil Procedure.

Section 7.12 – Arbitration or Litigation Expense: In the event of litigation or arbitration arising out of this Agreement, each party shall pay its own costs and expenses of litigation and arbitration (excluding fees and expenses of arbitrators and administrative fees and expenses of arbitration).

Section 7.13 – Other Authorizations: Licensee hereby authorizes Licensor to list Licensee as a customer in any of Licensor's marketing materials, with a brief description of the Product and/or Support Services provided to Licensee, and to provide a copy of this Agreement in conjunction with a financing transaction, acquisition, merger, or other such transactions, or in conjunction with legal or professional consultation.

Section 7.14 -- Export Rules: Licensee will comply with all applicable export and related laws and regulations, obtain any applicable export licenses, and it will not export or re-export directly or indirectly (including via remote access) any part of the Software, Product, Documentation, and/or technical data to any country subject to an embargo by the United States. Licensee also may not export and/or re-export the Software or the Product, including technical data, to individuals and companies listed on any list of parties proscribed by the United States Government or any agency thereof. In addition, Licensee may not export and/or re-export Software, Product, Documentation and/or technical data, if it knows or has reason to know that a recipient or end-user is engaged in the design, development and use of weapons of mass destruction or is engaged in activities which may be deemed a threat to the national security of the United States.

Section 7.15 -- Notice to U.S. Government End Users: Products acquired with United States Federal Government funds or intended for use within or for any United States federal agency are provided with "Restricted Rights" as defined in DFARS 252.227-7013(c)(1)(ii) or FAR 52.227-19 and are subject to any other such applicable regulations of the U.S. Government.

**SCHEDULE A**

**COMPUTER SYSTEM DESCRIPTION**

| DataVault ID | Hardware Description | Serial Number |
|---|---|---|
| AristotleInsight® Appliance | 1U Rackmount Server* | SGTXXXXXX-XX |

*Contact Sergeant Laboratories, Inc for detailed hardware specifications.

**ADDENDUM TO 2018-2021 SPECIAL BUY AGREEMENT BETWEEN ESUCC COOPERATIVE PURCHASING AND Impero Inc.**

THIS ADDENDUM is made by and between Nebraska ESUCC Cooperative Purchasing ("Cooperative") and Impero Inc. ("Contractor") to the 2018-2021 Special Buy Agreement signed by the Cooperative on November 29, 2018, and by the Contractor on November 20, 2018. The Addendum is as follows:

**Exhibit "A"** is amended to add the following goods or services:

Powered by NetSweeper, Impero Web:check is a leading provider of Intelligent Web Filtering and Student Safeguarding Solutions with comprehensive alerting and reporting tools to identify at-risk students. Our CIPA Compliant platform ensures students are protected from harmful and inappropriate content on and off network.

Advanced Filtering Ecosystem - Key Features:

- Core Network Filtering. Including Selective SSL Decryption, Logging and Reporting, Scalability for High Throughput and Complex Networks
- End Point Device Protection. On/Off Network Filtering for Windows, MAC, Chrome, iOS and Android
- Student Monitoring. Control tools that provide Alerting, Notifications and Reporting on potential At-risk Students
- Teacher Permissions. Including temporary Override, Social Media Controls and Safe Search Enforcement functionality

Exhibit "B" is amended to add the following pricing information:

| Tiers | Deployment Type | License | Org Type | Term | User/Device | Billing Cyc | ESUCC Price |
|---|---|---|---|---|---|---|---|
| 1 - 5,000 | Impero Web:Check Cloud | Network Filtering | Academic | 1 Yr | User | Year | $4.20 |
| 1 - 5,000 | Impero Web:Check On-Site Deployment | Network Filtering | Academic | 1 Yr | User | Year | $2.80 |
| 5,000+ | Impero Web:Check Cloud | Network Filtering | Academic | 1 Yr | User | Year | $3.70 |
| 5,000+ | Impero Web:Check On-Site Deployment | Network Filtering | Academic | 1 Yr | User | Year | $2.45 |
| 1 - 5,000 | Impero Web:Check Cloud | Client Filter | Academic | 1 Yr | Device | Year | $2.80 |
| 1 - 5,000 | Impero Web:Check On-Site Deployment | Client Filter | Academic | 1 Yr | Device | Year | $2.10 |
| 5,000+ | Impero Web:Check Cloud | Client Filter | Academic | 1 Yr | Device | Year | $2.45 |
| 5,000+ | Impero Web:Check On-Site Deployment | Client Filter | Academic | 1 Yr | Device | Year | $1.85 |

All other terms and conditions of the 2018-2021 Special Buy Agreement shall remain in full force and effect.

| **COOPERATIVE** | **CONTRACTOR** |
| --- | --- |
| _____ | A Ball |
| Kraig Lofquist | Name: Alex Ball |
| Executive Director | Title: VP US Sales |
| Date Executed _____ | Date Executed 04/30/2020 |