

## **AGENDA**

### **REGULAR MEETING GOVERNING BOARD**

1:00 P.M. January 27, 2022

Ed Tech JPA will hold a Board meeting on January 27, 2022, at 1:00 PM at the Irvine Unified School District Office: 5050 Barranca Parkway, Irvine, CA 92604, Fullerton School District Office: 1401 W. Valencia Drive, Fullerton, CA 92883, Capistrano Unified School District Office: 33122 Valle Road, San Juan Capistrano, CA 92675, Clovis Unified School District Office: 1450 Herndon Avenue, Clovis, CA 93611, El Dorado County Office of Education Office: 6767 Green Valley Road, Placerville, CA 95667, San Juan Unified School District Office: 3738 Walnut Avenue, Carmichael, CA 95608, San Ramon Valley Unified School District Office: 699 Old Orchard Drive, Danville, CA 93526.

The meetings of the Board at which official action is taken shall be public meetings, and no person shall be excluded therefrom.

The agenda will be published at least 72 hours prior to the meeting. Supporting documentation will be provided at the meeting or emailed electronically to members prior to the meeting as it becomes available.

President	Brianne Ford
Vice-President	Jeremy Davis
Secretary	David Seabury
Treasurer	Michael Johnston

#### *Board of Directors Founding Members*

Irvine Unified	Founding Member	Brianne Ford/alternate Michelle Bennett
Capistrano Unified	Founding Member	Sean Rozell/alternate Stephanie Avera
Clovis Unified	Founding Member	Michael Johnston/alternate Susan Rutledge
Fullerton	Founding Member	Jeremy Davis/alternate Mike McAdam
El Dorado County of Education	Founding Member	David Seabury/alternate Kevin Monsma
San Juan Unified	Founding Member	Peter Skibitzki/alternate Susan Kane
San Ramon Valley Unified	Founding Member	vacant/alternate Greg Pitzer

#### Agenda

1. Determination of a quorum and call to order - roll call.
2. Approve the Minutes of the previous regular meeting.
3. Public Comment

Anyone may address the Board on any item that is within the Board's subject matter jurisdiction. However, the Board may not take action on any item not on this agenda except as authorized by Government Code section 54954.2. Each topic or item is limited to 30 minutes; each speaker is limited to 3 minutes.

4. Approval of the Agenda
5. Board Member and Staff Reports
6. Treasurer Report

Michael Johnston will provide an update to the board.

**7. Standing Reports**

- 7.a.** Membership
- 7.b.** Communications
- 7.c.** Procurement
- 7.d.** Goals and Objectives

**8. Consent Agenda**

All matters of the Consent Agenda are considered to be routine and will be enacted by the Board in one motion, without prior discussion. At this time an item may be removed from the consent calendar by the Board, staff, or community for discussion.

Recommendation: Approve all items on the Consent Agenda.

Motion:

**9. Items Removed from Consent Agenda**

- 9.a.**

**10. Items of Business (Action)**

**10.a.** Elect Director for San Ramon Valley Unified School District

Background information: The primary board member designee for San Ramon Valley Unified School District, Greg Medici, has retired resulting in a vacancy in the board. San Ramon Valley Unified School District wishes to appoint Daniel Hillman as their new primary board member.

Recommendation: Elect Daniel Hillman as primary designee for San Ramon Valley Unified School District.

Motion:

**11. Items for Discussion**

**11.a.** Review and Discuss Strategic Initiatives

**Closing Items**

**12. Adjournment**

**Future Meetings**

February 24, 2022

## **Consent Agenda**

### **REGULAR MEETING GOVERNING BOARD**

1:00 P.M. January 27, 2022

#### **1. Ratify Approval of New Associate Members.**

**Background Information:** The following organizations have applied for associate membership and, pursuant to Ed Tech JPA's Associate Member Operating Procedures, were granted provisional approval:

- Pollock Pines Elementary School District
- Stanislaus County Office of Education

The Board must formally ratify the approval of their membership.

**Recommendation:** Ratify associate membership for the organizations listed.

#### **2. Approve Amendment to Vendor Agreement.**

**Background Information:** Ed Tech JPA awarded RFP No. 20/21-01 Identity Management Solution to SHI International Corp. ("SHI") at the December 17, 2020 board meeting. SHI would like to offer a new module in accordance with Section 7.B. of the Master Agreement.

**Recommendation:** Approve an amendment to the existing agreement specifying that SHI may offer a new module.

\*Ratify

#### **2. Approve Extension of Vendor Agreement.**

**Background Information:** Ed Tech JPA awarded RFP No. 18/19-01 Nutrition Services Management Platform to Cybersoft Technologies ("PrimeroEdge") at the March 15, 2019 board meeting. PrimeroEdge would like to extend the term of the current agreement for an additional two years for a total of five years, in accordance with Education Code Section 17596.

**Recommendation:** Approve an amendment to the existing agreement with PrimeroEdge to extend the term for a total of five (5) years.

\*Ratify

#### **3. Approve Extension of Vendor Agreement.**

**Background Information:** Ed Tech JPA awarded RFP No. 18/19-01 Nutrition Services Management Platform to Titan School Solutions, Inc. ("Titan") at the March 15, 2019 board meeting. On October 30, 2020 Titan was acquired by EMS Linq Inc ("Linq") and agreements were assumed by Linq. Linq would like to extend the term of the current agreement for an additional two years for a total of five years, in accordance with Education Code Section 17596.



**Recommendation:** Approve an amendment to the existing agreement with Linq to extend the term for a total of five (5) years.

\*Ratify

#### **4. Approve Amendment to Vendor Agreement.**

**Background Information:** Ed Tech JPA awarded RFP No. 19/20-06 College and Career Planning Platform to Schoolinks, Inc. ("Schoolinks") at the May 28, 2020 board meeting. Schoolinks would like to offer new pricing bundles in accordance with Section 7.B. of the Master Agreement.

**Recommendation:** Approve an amendment to the existing agreement specifying that Schoolinks may offer updated pricing bundles.

\*Ratify

#### **5. Approve Issuance of RFP**

**Background Information:** Irvine USD HAS volunteered to run a Request for Proposal (RFP) for: **English Learner Program Management Systems.**

**Recommendation:** Approve Resolution No. 21-22-6 authorizing issuance of the RFP with scoring criteria as presented and the administrative fee as approved at the January 23, 2020 board meeting.

#### **6. Approve Check Register.**

**Background Information:** A Check Register is presented to the Board listing checks which have been issued in accordance with established purchasing procedures of Ed Tech JPA. These checks are presented to the Board for ratification in accordance with the applicable provisions of the Education and Government Code Statutes of the State of California. A copy of the full report is attached.

**Recommendation:** Ratify issuance of checks as listed.

\*Ratify



## List of Attachments

### Board Meeting January 27, 2022

Item No.	Page No.	Description
1	6	December 9, 2021 Board Meeting Minutes
2	9	Annual Goals Progress Report
3	10	Email from SRVUSD re: new primary board member
4	11	Strategic Initiatives
8	14	Resolution No. 21-22-6 Authorizing English Learner Program Management Systems RFP
9	15	Check Register

# EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

## Minutes

### REGULAR MEETING OF THE GOVERNING BOARD

December 9, 2021 1:00 P.M.

Irvine Unified School District Office: 5050 Barranca Parkway, Irvine, CA 92604, Fullerton School District Office: 1401 W. Valencia Drive, Fullerton, CA 92883, Capistrano Unified School District Office: 33122 Valle Road, San Juan Capistrano, CA 92675, Clovis Unified School District Office: 1450 Herndon Avenue, Clovis, CA 93611, El Dorado County Office of Education Office: 6767 Green Valley Road, Placerville, CA 95667, San Juan Unified School District Office: 3738 Walnut Avenue, Carmichael, CA 95608, San Ramon Valley Unified School District Office: 3280 Crow Canyon Road, San Ramon, CA 94526

#### 1. CALL TO ORDER AND ROLL CALL

Minutes:

Jeremy Davis called the meeting to order at 1:03 PM.

#### Present In Person:

N/A

#### Present by Telephone:

Jeremy Davis with Fullerton School District

David Seabury with El Dorado County Office of Education

Greg Pitzer with San Ramon Valley Unified School District

Sean Rozell with Capistrano Unified School District

Michael Johnston with Clovis Unified School District

Michelle Bennett with Irvine Unified School District

#### 2. APPROVAL OF MINUTES

**Motion Passed:** Approve the Minutes from the October 28, 2021 Regular Board Meeting.

Passed with a motion by David Seabury and a second by Sean Rozell.

Aye     Jeremy Davis

Aye     Michael Johnston

Aye     David Seabury

Aye     Greg Pitzer

Aye     Michelle Bennett

Aye     Sean Rozell

#### 3. PUBLIC COMMENT

Anyone may address the Board on any item that is within the Board's subject matter jurisdiction. However, the Board may not take action on any item not on this agenda except as authorized by Government Code section 54954.2.

#### 4. APPROVAL OF AGENDA

**Motion Passed:** Adopt Agenda, as presented.

Passed with a motion by David Seabury and a second by Sean Rozell.

Aye     Jeremy Davis  
Aye     Michael Johnston  
Aye     David Seabury  
Aye     Greg Pitzer  
Aye     Michelle Bennett  
Aye     Sean Rozell

Brianne Ford and Peter Skibitzki joined the meeting

## **5. ACCEPTANCE OF BOARD MEMBER AND STAFF REPORTS**

Minutes: Board members shared their district/counties' situations related to purchases and administrative matters.

## **6. ACCEPTANCE OF TREASURER REPORT**

Minutes: None.

## **7. ACCEPTANCE OF STANDING REPORTS**

### **7.a. Membership**

Minutes: Membership was discussed.

### **7.b. Communications**

Minutes: The CITE conference presentation and vendor booth and resulting interest were discussed. Upcoming presentations were discussed.

### **7.c. Procurement**

Minutes: Current and Future RFPs were discussed.

### **7.d. Goals and Objectives**

Minutes: The Annual Goals Progress Report and budget projections were reviewed.

## **8. ACCEPTANCE OF CONSENT AGENDA**

**8.a.** At this time an item may be removed from the consent calendar by the Board, staff, or community for discussion. Approve all items on the Consent Agenda.

**Motion Passed:** Approve all items on the Consent Agenda.

Passed with a motion by David Seabury and a second by Sean Rozell.

Aye     Jeremy Davis  
Aye     Michael Johnston  
Aye     David Seabury  
Aye     Greg Pitzer  
Aye     Brianne Ford  
Aye     Sean Rozell  
Aye     Peter Skibitzki

## **9. ITEMS REMOVED FROM CONSENT AGENDA**

**9.a.** Items Removed from Consent Agenda: None.

## **10. ITEMS OF BUSINESS (ACTION)**

**10.a.** First Interim & SACS Report

**Motion Passed:** Approve the positive certification of the First Interim and SACS Report.

Passed with a motion by David Seabury and a second by Sean Rozell.

Aye     Jeremy Davis  
Aye     Michael Johnston  
Aye     David Seabury  
Aye     Greg Pitzer  
Aye     Brianne Ford  
Aye     Sean Rozell  
Aye     Peter Skibitzki

## **11. ITEMS FOR DISCUSSION**

**11.a.** Procurement Calendar

**Minutes:** Upcoming and potential procurements were discussed.

## **12. ADJOURNMENT**

**Motion Passed:** Adjourn the meeting at 1:51 pm.

Passed with a motion by David Seabury and a second by Sean Rozell.

Aye     Jeremy Davis  
Aye     Michael Johnston  
Aye     David Seabury  
Aye     Greg Pitzer  
Aye     Brianne Ford  
Aye     Sean Rozell  
Aye     Peter Skibitzki

**Future Meetings**  
January 27, 2022





# EDUCATION TECHNOLOGY

## JOINT POWERS AUTHORITY

### ANNUAL GOALS PROGRESS REPORT

*January 2022*

The Education Technology Joint Powers Authority (Ed Tech JPA) aims to streamline procurement, provide competitive pricing, and secure favorable technology contracts for educational agencies and other eligible entities.

### CURRENT POSITION

June 24, 2021	January 18, 2022	Goal for June 2022
88 Members 1,172,230 Students 15 Completed Procurements 56 Available Contracts \$138,612.33 Admin Fee Revenue 2020-21	94 Members 1,266,649 Students 16 Completed Procurements 61 Available Contracts \$132,542.93 Admin Fee Revenue 2021-22	110 Members  18 Completed Procurements  \$160K Admin Fee Revenue 2021-22

## **Michelle Bennett**

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**From:** John Malloy (EC) <jmalloy@srvusd.net>  
**Sent:** Wednesday, January 5, 2022 8:45 PM  
**To:** Michelle Bennett  
**Cc:** Sandra Corsetti  
**Subject:** [EXTERNAL] Ed Tech JPA

CAUTION: Verify the sender before clicking links or opening attachments.

Hello Michelle,

I am writing to let you know that Danny Hillman is replacing Greg Medici as a Board member of Ed Tech JPA.

If you have any further questions, please let me know.

Sincerely,

Dr. John Malloy  
Superintendent  
San Ramon Valley Unified School District

Sent from my iPad

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2510-2521  
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## Ed Tech JPA Strategic Initiatives 2021-22

Category	Activity	Primary	Secondary/Additional
Membership	Annual Membership Survey	Michelle	Brie
	Processing New Member Applications/New Member Onboarding	Michelle	Sarah (IUSD)
	Potential Member Outreach - Identifying Underrepresented Regions, Members with no Contracts	Brie	Michelle
	Potential Member Outreach - Direct Contact with Districts/COEs	Michelle (coordinate updates)	ALL (Assigned by County)
	Direct Calls to Members w/o Contract Usage	Michelle (coordinate updates)	ALL (Assigned by County)
Procurement	Draft and Administer Facilities Management RFP	Michelle	Brie, F3
	Draft and Administer Absence Tracking/Substitute RFP	Michelle	Brie, F3
	Draft and Administer Visitor Management RFP	Michelle	Brie, F3
	Contract negotiations/tracking	Michelle	F3
	Contract Amendments (Acquisitions, Product Updates, Admin Fee)	Michelle	F3
	Maintain Procurement Calendar and Prepare Board Items	Michelle	Brie

Outreach/Marketing	Refresh Ed Tech JPA Website	Michelle/Brie	IUSD Web Team
	Update Ed Tech JPA Website URL (edtechjpa.org)	IUSD Web Team	Michael, Jeremy, Michelle, Brie
	CITE Conference Participation/Presentation	Brie	Jeremy, Michelle
	CASBO Conference Participation/Presentation	Michael	Brie, Michelle
	CASH Conference Participation/Presentation (end of Feb in Sacramento)	Sean	
	Develop Structure for Hosted Vendor Conferences (Product Presentations)		Brie
	Vendor Conference 1 (multi-day): Data Assessment and Analytics (Assessment, Educational Intelligence, SEL awardees) - Host/Coordination		IUSD Admin Team
	Vendor Conference 2: Web Design and Hosting - Host/Coordination	David	IUSD Admin Team
	Signature Logo	IUSD Web Team	Michelle (coordinate)
	Ed Tech JPA branded T-shirts	Sean	Brie, Michelle
	Ed Tech JPA Youtube channel		
Financial Capacity	Maintain Budget, Update for Initial Adoption, Interim Revisions, Audit	Michael	Susan
	Request Admin Fee Quarterly Reports from Vendors	Susan	Michael
	Invoice Vendors for Admin Fee Payments	Susan	Michael
	Update Sales Projections Worksheet	Brie	Michelle, Susan
	Validate General Counsel/Consultant Expenditures	Michelle	Susan

	Evaluate Potential Alternative Revenue Streams	Michael	Jeremy & Greg Pitzer
	Pay legal fees, consultants, insurance, all other JPA costs	Susan	Michael
Board Operations	Prepare Board Agendas and Materials	Michelle	Brie
	Annual Evaluation Report	Brie	Michelle
	Annual Plan	Brie	Michelle
	Legal Budget and Plan	F3	Brie, Michelle
	Board Weekly Update	Michelle	Brie

**Education Technology Joint Powers Authority**  
**RESOLUTION No. 21-22-6**

**APPROVAL OF ENGLISH LEARNER PROGRAM MANAGEMENT SYSTEMS RFP PROCESS**

**WHEREAS**, the Education Technology Joint Powers Authority ("Ed Tech JPA") wishes to enter into Master Contracts with providers for English learner program management systems and related services in order to accommodate Members' current and future English learner program management needs; and

**WHEREAS**, English learner program management systems and related services are of a specialized and unique nature; and

**WHEREAS**, English learner program management systems are undergoing rapid and significant changes and Members' demand for these services is increasing; and,

**WHEREAS**, there has been a proliferation of services and products to reflect these changes; and

**WHEREAS**, pursuant to Public Contract Code section 20118.2, school districts are allowed to acquire English learner program management systems through a Request for Proposal ("RFP") process that takes into account system capabilities and other factors in addition to cost; and

**WHEREAS**, pursuant to Government Code sections 6500 and 6502, Joint Powers Authorities are allowed to exercise any power common to the contracting parties; and

**WHEREAS**, Ed Tech JPA members include school districts; and

**WHEREAS**, Ed Tech JPA intends to publish an RFP for the acquisition of English learner program management systems and related services, with the following evaluation components: (1) Functionality and Usability, (2) Vendor Support and Ability to Perform, (3) Price , and (4) Technology Requirements.

**NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY DOES HEREBY RESOLVE, ORDER, AND DETERMINE AS FOLLOWS:**

1. Ed Tech JPA's proposed procurement of English learner program management systems and related services qualifies as procurement under Public Contract Code section 20118.2 and is hereby authorized by the Board.

2. The evaluation factors are hereby authorized and approved.

3. The multiple award schedule of the RFP and authorization for the Board President to enter into a Master Contract between Ed Tech JPA and selected providers shall be taken by separate Board action.

ADOPTED, SIGNED AND APPROVED this 27th day of January, 2022.

EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY BOARD OF EDUCATION

By:

Brianne Ford, Board President

Attest:

David Seabury, Secretary

<b>VENDOR</b>	<b>VENDOR NAME</b>	<b>ORG</b>	<b>ACCOUNT</b>		<b>ACCOUNT DESC</b>	<b>DOCUMENT</b>
110564	FAGEN FRIEDMAN AND F	82820020	580005-820-0000-8200-7200-7110-0-60082-	-82	LEGAL SVCS ED TECH JPA	848044
110564	FAGEN FRIEDMAN AND F	82820020	580005-820-0000-8200-7200-7110-0-60082-	-82	LEGAL SVCS ED TECH JPA	848046
110564	FAGEN FRIEDMAN AND F	82820020	580005-820-0000-8200-7200-7110-0-60082-	-82	LEGAL SVCS ED TECH JPA	848048
360140	HALLSTROM, KLEIN & W	82820020	580009-820-0000-8200-7200-7110-0-60082-	-82	FEES / OTHER	848026

VOUCHER	PO	YEAR	PERIOD	TYPE	STATUS	AMOUNT	USE TAX AMOUNT	WITHHOLDING AMOUNT	WARRANT	CHECK NO
724030	0	2022	6	INV	P	11,635.00	0.00	0.00	120921DC	635621
724032	0	2022	6	INV	P	6,902.50	0.00	0.00	120921DC	635621
724034	0	2022	6	INV	P	3,508.00	0.00	0.00	120921DC	635621
724012	0	2022	6	INV	P	1,000.00	0.00	0.00	120921DC	635656



INVOICE	FULL DESC	INVOICE DATE
195604	JPA 2021-22 LEGAL FEES	09/30/2021
196117-1	JPA 2021-22 LEGAL FEES	10/26/2021
196791-1	JPA 2021-22 LEGAL FEES	11/24/2021
3220316_9/30/21	INITITAL RETAINER FEE	09/30/2021