

## **AGENDA**

### **REGULAR MEETING GOVERNING BOARD**

1:00 P.M. June 24, 2021

Ed Tech JPA will hold a Board meeting on June 24, 2021, at 1:00 PM via web conference at Meeting ID meet.google.com/smo-rcuq-kkj Phone Numbers (US)+1 219-225-6947 PIN: 210 305 629# .

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/Kevin Monsma
San Juan Unified	Founding Member	Kent Stephens/alternate Peter Skibitzki
San Ramon Valley Unified	Founding Member	Greg Medici/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. Approve 2021-22 Budget**

Background information: Pursuant to discussion at the last regular board meeting, a budget will be brought to the Board for input, discussion, and adoption. The budget will provide a multi-year look at possible sales, revenues, and expenses, to assist the board in decision-making.

Recommendation: Approve 2021-22 Budget as presented

Motion:

**10.b. Approve Annual Evaluation Report.**

Background Information: An annual evaluation report of the effectiveness of programs and services shall be presented, pursuant to the Education Technology Joint Powers Authority Bylaws

Recommendation: Approve the Annual Evaluation Report for 2020-21 as presented.

Motion:

**10.c. Approve Annual Plan.**

Background Information: An annual plan which describes objectives and procedures to be implemented in assisting with the resolution of the needs of the JPA's membership and which identifies the programs and services which are suggested by the JPA for implementation during the following year and contains components of long-range planning determined by the JPA shall be presented, pursuant to the Education Technology Joint Powers Authority Bylaws.

Recommendation: Approve the Annual Plan for 2021-22 as presented.

Motion:

**10.d. Approve the 2021-22 Legal Budget and Plan.**

Background Information: Each year the general counsel for Ed Tech JPA shall prepare a Report summarizing the legal activities of general counsel for the previous year. The Report will also contain a

budget and plan of activities for the following year for review and approval by the Board, pursuant to the Joint Powers Authority Agreement Ed Tech JPA.

Recommendation: Approve the 2021-22 Legal Budget and Plan as presented.

### **11. Items for Discussion**

None

### **Closing Items**

**12. Adjournment**

### **Future Meetings**

July 29, 2021

Telecommuting members of the public who wish to address the Board during the Board Meeting must complete the provided form at [https://docs.google.com/forms/d/1I12zovD0kE8DZmG3ElThhmnVAML0MWhSz\\_73BqMZEUs/edit](https://docs.google.com/forms/d/1I12zovD0kE8DZmG3ElThhmnVAML0MWhSz_73BqMZEUs/edit) prior to the start of the Board Meeting.

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## **Consent Agenda**

### **REGULAR MEETING GOVERNING BOARD**

1:00 P.M. June 24, 2021

#### **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:

- Campbell County Board of Education \*located in Tennessee
- Contra Costa County Office of Education
- Rocklin Unified School District
- Temecula Valley Unified School District

The Board must formally ratify the approval of their membership.

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

#### **2. Approve Amendment to Awarded Vendor Name.**

**Background Information:** Ed Tech JPA awarded RFP No. 20/21-03 Social and Emotional Learning Assessment System to Pamela Martel McNall dba Let's Chat Productions, LLC ("Respectful Ways") at the May 27, 2021 board meeting. The vendor has since provided an updated W-9 reflecting their correct legal name.

**Recommendation:** Approve an amendment to the existing award from Pamela Martel McNall dba Let's Chat Productions, LLC to Let's Chat Productions, LLC dba Respectful Ways; and Resolution No. 20-21-33 awarding RFP No. 20/21-03 Social and Emotional Learning Assessment System to Let's Chat Productions, LLC, dba Respectful Way and other qualifying vendors, as approved by the board, with the administrative fee as approved at the January 23, 2020 board meeting.

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

**Background Information:** Ed Tech JPA awarded RFP No. 20/21-03 Educational Intelligence and Analytics Solution to Certica Solutions, Inc ("Certica") at the January 23, 2020 board meeting. In December 2020 Certica was acquired by Instructure, Inc.

**Recommendation:** Approve an amendment to the existing agreement amending the award and all resulting contracts from Certica Solutions, Inc. to Instructure, Inc.



## List of Attachments

### Board Meeting June 24, 2021

Item No.	Page No.	Description
1	6	May 27, 2021 Board Meeting Minutes
2	9	Annual Goals Progress Report
3	10	2020-21 Annual Evaluation Report
4	14	2021-22 Proposed Annual Plan
5	16	Projected Proposal List
6	17	2021-22 Legal Budget and Plan
7	19	Let's Chat Productions, LLC dba Respectful Ways updated Resolution, Intent to Award, and W-9
8	23	Press Release re: Instructure, Inc acquisition of Certica Solutions, Inc. and Instructure, Inc. W-9
9	27	2021-22 Adopted Budget

# EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

## Minutes

### REGULAR MEETING OF THE GOVERNING BOARD

May 27, 2021 1:00 P.M.

Google Meet

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

Minutes:

Brianne Ford called the meeting to order at 1:02 PM.

#### Present In Person:

N/A

#### Present by Telephone:

Brianne Ford with Irvine Unified School District

Michael Johnston and Susan Rutledge with Clovis Unified School District

David Seabury with El Dorado County Office of Education

Greg Pitzer with San Ramon Valley Unified School District

Jeremy Davis with Fullerton School District

Peter Skibitzki with SanJuan Unified School District

Sean Rozell with Capistrano Unified School District

#### 2. APPROVAL OF MINUTES

**Motion Passed:** Approve the Minutes from the April 29, 2021 Regular Board Meeting.

Passed with a motion by Michael Johnston and a second by Peter Skibitzki.

Aye	Brianne Ford
Aye	Michael Johnston
Aye	David Seabury
Aye	Greg Pitzer
Aye	Jeremy Davis
Aye	Peter Skibitzki
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 Michael Johnston and a second by Peter Skibitzki.

Aye	Brianne Ford
Aye	Michael Johnston

Aye David Seabury  
Aye Greg Pitzer  
Aye Jeremy Davis  
Aye Peter Skibitzki  
Aye Sean Rozell

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

Minutes: Board members shared their district/counties' situations related to purchases, administrative matters, and matters related to COVID 19.

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

Minutes: Plans for the adopted budget were discussed.

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

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

Minutes: Membership was discussed.

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

Minutes: Recent and planned communications with members were discussed, including the recent newsletter.

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

Minutes: Current and future RFPs were discussed. The Social and Emotional Learning Assessment System RFP closed and we plan to award eleven vendors.

### **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 Michael Johnston and a second by Peter Skibitzki.

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

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

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

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

### **10.a. PUBLIC HEARING AND CONSIDER ALL COMMENTS REGARDING THE ED TECH JPA 2021-22 BUDGET**

The public hearing for the 2021-22 Adopted Budget was officially opened in accordance with California Education Code requirements. The 2021-22 budget will be brought before the board for consideration at the next regularly scheduled Board meeting.

### **10.b. Approve Proposed Regular Board Meeting Schedule.**

**Motion Passed:** Approve Proposed Regular Board Meeting Schedule with the September board meeting changed to September 9, 2021 with the acknowledgement that meetings may be changed at the discretion of the board.

Passed with a motion by Michael Johnston and a second by Peter Skibitzki.

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

## **11. ITEMS FOR DISCUSSION**

### **11.a. Additional Products Legal Opinion of Counsel**

**Minutes:** The legal opinion of counsel and Ed Tech JPA's procedures related to additional products were discussed.

### **11.b. Review Member Survey and Discuss Annual Plan**

**Minutes:** Member survey results and the Board's desires for the annual plan were discussed.

Greg Pitzer left the meeting.

## **12. ADJOURNMENT**

**Motion Passed:** Adjourn the meeting at 2:45 pm.

Passed with a motion by Michael Johnston and a second by Peter Skibitzki.

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

## **Future Meetings**

June 24, 2021





# EDUCATION TECHNOLOGY

## JOINT POWERS AUTHORITY

### ANNUAL GOALS PROGRESS REPORT

*June 2021*

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 25, 2020	June 16, 2021	Goal for June 2021
46 Members 696,000 Ca Students 12 Completed Procurements 29 Available Contracts \$16,000.00 Admin Fee Revenue 5 Founding Members	88 Members 1,172,230 Ca Students 15 Completed Procurements 56 Available Contracts \$138,612.33 Admin Fee Revenue 7 Founding Members	80 Members 1,000,000 Ca Students 17 Completed Procurements Approx 48 Available Contracts \$130K Admin Fee Revenue 7 Founding Members



# EDUCATION TECHNOLOGY

## JOINT POWERS AUTHORITY

### ANNUAL EVALUATION REPORT

2020-21

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.

### OVERVIEW

The Ed Tech JPA outpaced 2020-21 goals related to membership growth and revenue. Ed Tech JPA has experienced rapid growth with two founding members and forty-two associate members joining Ed Tech JPA during the 2020-21 fiscal year. Ed Tech JPA now represents approximately 1.2 million students. Revenue projections were exceeded by over \$8,000.

Within the past two and half years the JPA has completed fifteen procurements and has completed agreements with fifty-six awarded vendors. The JPA fell short of the goal for five additional procurements during the 2020-21 fiscal year, completing only three. This was due partly to constraints resulting from COVID-19 and partly due to the overwhelming number of proposals received for each procurement. Thirty-three proposals were received for the three completed procurements, resulting in awards to twenty-nine vendors.

Ed Tech JPA continues to uphold reputable operational structures. The Bylaws and Founding Member Agreement were revised to remain consistent with Ed Tech JPA's current structure and manner of operations.

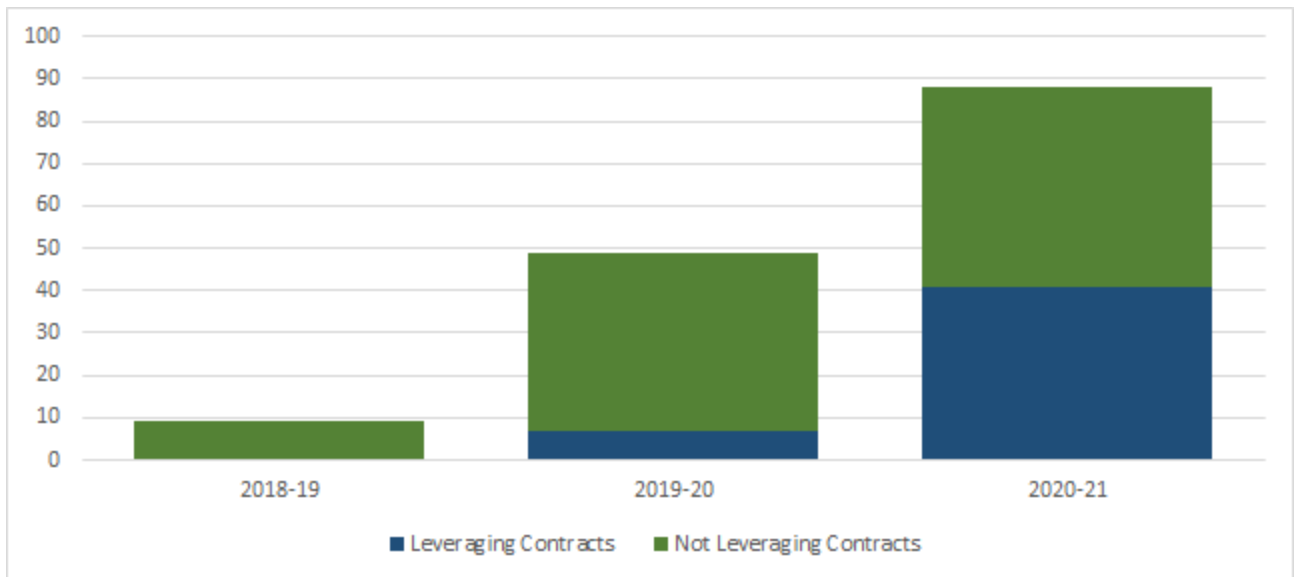
The Ed Tech JPA will continue its focus on membership growth, high-value procurements, outreach, and financial capacity.

JUNE 2020	ANNUAL GOALS	JUNE 2021
46 Members Representing 702,773 Students 12 Completed Procurements 29 Available Contracts \$16K Admin Fee Revenue	80 Members 1 Million Students 17 Completed Procurements 48 Available Contracts \$130K Admin Fee Revenue	88 Members 1.2 Million Students 15 Completed Procurements 56 Available Contracts \$138K Admin Fee Revenue

## MEMBERSHIP

Within the past year Ed Tech JPA has added two (2) founding members and forty-two (42) associate members and increased the students represented by Ed Tech JPA members by over 460,000. Associate Member growth was notable for K-12 institutions located in northern California, and also included one out-of-state board of education and one community college. Members that joined during this time were also more likely to indicate immediate interest in leveraging specific contracts. Ed Tech JPA's membership growth exceeded the annual goals for 2020-21 in both the number of members (goal: 80, actual: 88) and the number of students represented (goal: 1,000,000, actual: 1,172,230).

### JPA Membership and Use of Contracts



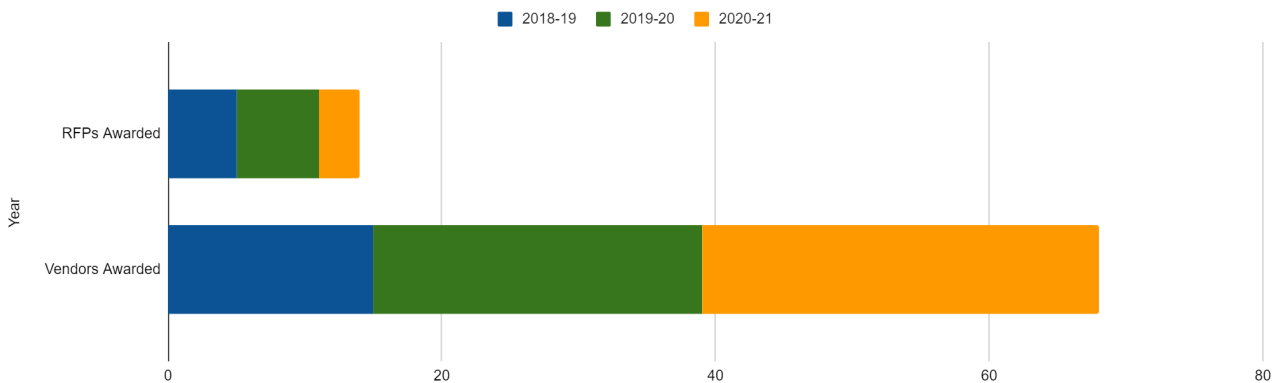
## PROCUREMENT

Ed Tech JPA reduced its focus to complete three (3) requests for proposals (RFP) in 2020-21, including: Social and Emotional Learning Assessment System, Web Design & Hosting, and Identity Management Solution. This was due partly to constraints due to COVID-19 and partly due to the overwhelming number of proposals received for each procurement. Vendor participation in Ed Tech JPA RFPs increased dramatically in 2020-21, with industry leaders responding with strong proposals. On average, each RFP resulted in ten (10) awards this year compared to four (4) the previous year and three (3) in years prior. In total, this year's procurements resulted in twenty-nine (29) agreements. The Web Design & Hosting and Identity Management Solution procurements generated interest from out-of-state agencies and agencies outside of K-12.

Contracts are available for fifty-six awarded vendors, however members currently only leverage contracts for twelve of those vendors, leaving forty-four vendor contracts not leveraged by members.

Ed Tech JPA also worked to update language in the RFP and Master Agreements and create template language for commonly requested amendments to reduce legal costs and expedite completion of procurements and negotiations.

RFPs and Vendors Awarded



## OUTREACH

Ed Tech JPA Board Members and representatives presented at the CITE and CASBO Annual Conferences in 2020-21. After the presentations, membership interest increased resulting in an uptick in membership. Ed Tech JPA Board Members have lauded the benefits to joining the JPA on the CITE Listserv and other communications with potential associate members.

Ed Tech JPA has promoted member outreach, sending Quarterly Newsletters and an Annual Survey to members. In the Annual Survey twenty-four members provided feedback to contribute to Ed Tech JPA's 2021-22 Annual Goals.

Ed Tech JPA has worked to create brand recognition, with an Email Signature for board members and Vendor Partner Logo for awarded vendors to post on their website. Ed Tech JPA has updated marketing materials including business cards, a one-pager summarizing procurements, and a membership packet reflecting current procurements and available contracts.

## FINANCIAL CAPACITY

Revenue: Ed Tech JPA anticipated \$130,000 in administrative fee revenue in 2020-21. Additionally, San Ramon Valley USD and San Juan USD each contributed \$10,000 as Ed Tech JPA Founding Members. Revenue exceeded Ed Tech JPAs initial goals for 2020-21 (\$138,612.33 in administrative fee revenue and \$20,000 in Founding Member contributions). Both the growth of the Ed Tech JPA and the ability to recruit new founding members were affected by school facility closures and limited networking opportunities related to COVID-19. The Ed Tech JPA was able to successfully reduce costs and defer expenditures to balance the budget in 2020-21.

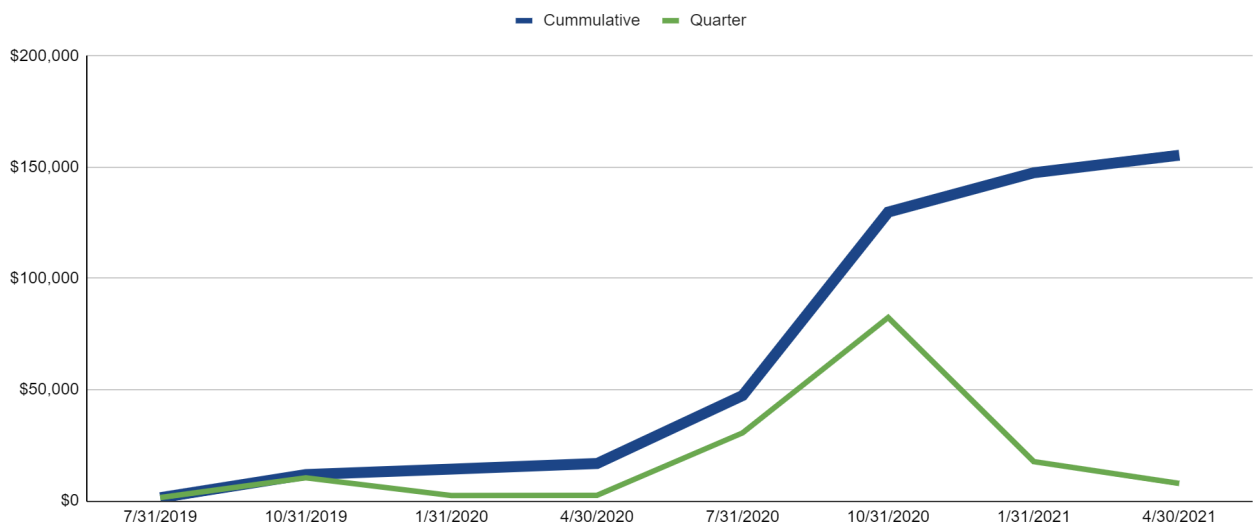
Contracts for a majority of awarded vendors are not currently utilized by Ed Tech JPA members, with contracts leveraged for twelve vendors, despite available contracts for fifty-six vendors, leaving forty-four vendor contracts not leveraged by members or generating administrative fees.



Costs: Ed Tech JPA's largest cost continues to be legal fees associated with procurement and contract negotiations. Projected legal fees for 2020-21 were \$50,000, and through April 30, 2021 only \$31,024.35 in legal fees had been incurred. In 2020-21, total legal fees are expected to be approximately \$60,000. Reduced procurements and continued refinement of agreement templates and acceptable amendment language will help reduce legal costs in future years. Other Ed Tech JPA costs include audit and insurance expenses. Legal fees, consultant fees, and the reimbursements for RFP advertisements have been kept current for the 2020-21 fiscal year, with payments made towards deferred legal expenses. Fees for the administrative unit (Clovis Unified) and procurement unit (Irvine Unified) were waived through the end of the 2020-21 fiscal year to allow the Ed Tech JPA to build capacity and will be paid in the 2021-22 fiscal year.

Ed Tech JPA's 2020-21 second interim budget and 2021-22 adopted budget reflect the changes noted above. Ed Tech JPA Board Members anticipated delays between the formation of the organization, building membership, and natural procurement cycles that create opportunities to leverage JPA agreements. Growth in membership and contract documentation requests are positive indicators of increased revenue in 2021-22. Ed Tech JPA is on the path to sustainability.

#### Ed Tech JPA Administrative Fee Revenue (Cumulative and New Revenue by Quarter)





# EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

## ANNUAL PLAN

2021-22

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

The Ed Tech JPA continued to grow its membership, contract portfolio, and revenue in 2020-21. Our Board now includes representation from seven founding members. The Ed Tech JPA exceeded its goals for membership growth and sales over the past year. The focus of the Ed Tech JPA for 2021-22 will be to continue to build awareness of available JPA contracts with members and potential members. Additionally, the Ed Tech JPA will focus on partnership opportunities to increase engagement with existing and new vendor partners.

### 2020-21:

**88 Members**

**15 Completed Procurements**

**56 Available Contracts**

**\$138K Admin Fee Revenue**

**41 Members With Purchases**

**12 Vendors With Sales**

## GOALS

### MEMBERSHIP

*Grow the Ed Tech JPA Membership to include one hundred and ten (110) agencies.*

### OUTREACH

*Increase awareness of the Ed Tech JPA with eligible entities, focusing on geographic regions without representation. Increase awareness of available contracts and JPA benefits with existing members. Increase engagement with vendor partners with existing contracts.*

### PROCUREMENT

*Complete three (3) new requests for proposals based on member needs and negotiate*

### SUSTAINABILITY

*Generate \$160,000 in Administrative Fee revenue. Diversify the Ed Tech JPA's*



*associated contracts.*

*administrative fee revenue by increasing the number of members leveraging contracts to fifty (50) and the number of contracts with active sales to twenty (20).*

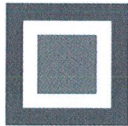
## STRATEGIES

1. Procurement
  - a. Complete contract negotiations for recently completed requests for proposals (RFPs).
  - b. Issue three (3) RFPs during the 2021-22 year.
2. Membership
  - a. Conduct targeted outreach to counties/regions without members or where membership is minimal.
  - b. Conduct targeted outreach to current members not yet leveraging JPA contracts to gather feedback and increase awareness of available products.
3. Communications/Marketing
  - a. Review and update the Ed Tech JPA website design and content to leverage it as a marketing tool.
  - b. Present and participate in conferences and events hosted by professional membership agencies (CASBO, CITE, CASH, CERA)
4. Enhanced Partnerships
  - a. Host at least one Ed Tech JPA virtual event showcasing the benefits of membership and creating opportunities for vendor partners to engage directly with members and prospective members.
  - b. Evaluate current pricing, including minimum price guarantee exceptions, and develop a plan for ensuring consistently competitive contract pricing for JPA agreements.
  - c. Work with Vendor Partners to increase awareness of the Ed Tech JPA and procurement options with their sales and support teams.
  - d. Develop strategies to increase Ed Tech JPA Brand awareness and recognize Vendor Partners.
5. Organizational Capacity
  - a. Evaluate and recommend future options for enhancing and diversifying Ed Tech JPA revenue.
  - b. Evaluate and recommend options for increasing JPA operational capacity, including growth in procurement needs.

## Projected Proposal List

RFP	Current Exp Date	Projected Release Date on Website	Projected Award Date on Website	Board Approval	Hosting Member	Hosting Member Deadline	Notes
<b>Planned RFPs</b>							
Facilities and Resource Management Platform	n/a	Winter 2021	Spring 2021	3/28/19	Clovis		
Absence Tracking and Substitute Placement Platform	n/a	2021-22	2021-22	5/30/19	Irvine	6/30/22	
Visitor Management System	n/a	2021-22	2021-22	N/A			requested by Vista Unified
<b>ADDITIONAL REQUESTS - Not yet renewed/calendared</b>							
Library Management	n/a	NOT PROJECTED, BUT A POSSIBILITY	10/30/19	Irvine			
Financial System?	n/a	NOT PROJECTED, BUT A POSSIBILITY					
Address Verification Services	n/a	NOT PROJECTED, BUT A POSSIBILITY		IUSD?		7/31/23	
Device Insurance	n/a	NOT PROJECTED, BUT A POSSIBILITY					requested by Oceanside. Potential RFP
Cloud Hosting and Management Services	n/a	NOT PROJECTED, BUT A POSSIBILITY					
Plagiarism Check Solution	n/a	NOT PROJECTED, BUT A POSSIBILITY					
Enterprise Resource Performance	n/a	NOT PROJECTED, BUT A POSSIBILITY					
Cyber Security	n/a	NOT PROJECTED, BUT A POSSIBILITY					
Editing Software (adobe)	n/a	NOT PROJECTED, BUT A POSSIBILITY					
<b>RFP PROJECTED RENEWALS</b>							
Nutrition	3/27/24	Winter 2022/23					
Notification	4/25/24	Winter 2022/23					
LMS	5/9/24	Spring 2023					*Include a module for video conferencing
Electronic Document Routing	5/29/24	Spring 2023					
Classroom Management	6/26/24	Summer 2023					
MDM	3/28/25	Summer 2023					
Assessment	12/4/24	Fall 2023					
Educational Intelligence	1/22/25	Fall 2023					
Help Desk	2/2/25	Winter 2023					
SIS	2/16/25	UNCLEAR IF WE WANT TO RUN ANOTHER					
College and Career	5/27/25	Spring 2024					
Media Repository	8/30/25	Spring 2024					
Identity Management	1/5/26	Fall 2024					
Web Design & Hosting	3/16/26	Winter 2024					
SEL							





## Fagen Friedman & Fulfroft LLP

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Oakland, CA 94607  
Main: 510-550-8200 Fax: 510-550-8211

Mark S. Williams Direct  
Dial: 510-550-8228  
mwilliams@f3law.com

### MEMORANDUM

Via Electronic Mail Only  
[BrianneFord@iusd.org](mailto:BrianneFord@iusd.org)

TO: Brianne Ford  
President  
Ed Tech JPA  
Governing Board Members  
Ed Tech JPA

FROM: Mark Williams

DATE: June 1, 2021

RE: General Counsel's Report to Ed Tech JPA

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This memorandum serves to provide the Ed Tech JPA's Governing Board with a report of legal activities that Fagen Friedman & Fulfroft ("F3"), General Counsel to the Ed Tech JPA, completed during the 2020-2021 school year, as well as a proposed budget for the 2021-2022 school year, as required by Section 12(d) of Ed Tech JPA's Founding Member Agreement.

Section 12(d) provides, in pertinent part, "[e]ach year, commencing June 30, 2019, General Counsel shall prepare a Report summarizing the legal activities of General Counsel for the previous year. The Report will also contain a budget and plan of activities for the following year. The Board shall review and approve the Report." (Founding Member Agreement, Section 12(d).)

#### **Report of General Counsel's Legal Activities for 2020-2021**

F3 supported and assisted the Ed Tech JPA in the following ways during the 2020-2021 school year:

- Provided support for start-up activities, including providing general counsel and advice regarding Ed Tech JPA's Founding Member Agreement and Associate Member Agreement, including development of and incorporation of revisions to the same.
- Provided general counsel regarding compliance with federal and state procurement requirements.
- Reviewed, analyzed, and revised RFP documents for procurement activities.

- Assisted with RFP contract award process, including negotiation of contracts with vendors to whom Ed Tech JPA awarded contracts during the 2020-2021 school year.
- Represented Ed Tech JPA in communications with state and federal entities, including California Department of Education, regarding compliance with federal and state procurement laws.
- According to our records F3 billed a total of \$69,767 in this time period, somewhat above the budget. Most of this overage can be attributed to a few “outlier” contracts that required additional negotiations and drafting. For example, the SHI/Okta contract was a reseller which required “triangular” negotiations and the drafting of an opinion of counsel regarding whether the agreements complied with Student Data Privacy laws.

### **General Counsel's Proposed Budget for 2021-2022**

Taking into consideration the Ed Tech JPA's planned activities for the 2021-2022 school year, F3 proposes a total budget of \$60,000 for the provision of legal services for the 2021-2022 school year.

### **General Counsel's Plan of Activities for 2021-2022**

F3 anticipates that it will conduct the following activities for Ed Tech JPA during the 2021-2022 school year:

- Provide general counsel regarding procurement-related questions.
- Represent Ed Tech JPA in contract negotiations with vendors as part of RFP contract award process.
- Review, analyze, and make recommendations regarding proposed revisions to contracts with vendors.
- Represent Ed Tech JPA in communications with state and federal entities regarding compliance with federal and state procurement laws.
- Attend Ed Tech JPA Board meetings as needed to provide general counsel and advice to the Ed Tech JPA Board concerning legal issues.
- Conduct other legal activities as requested by Ed Tech JPA.

We hope this information is helpful. As always, please do not hesitate to contact us with any questions or if we can provide further information regarding the topics addressed in this report.

cc: Michelle Bennett, Procurement Specialist

830-1/6117991.1

**Education Technology Joint Powers Authority**  
**RESOLUTION No. 20-21-33**

**AWARD OF MASTER AGREEMENT FOR SOCIAL AND EMOTIONAL LEARNING  
ASSESSMENT SYSTEM**

**WHEREAS**, the Governing Board of Education Technology Joint Powers Authority (“Ed Tech JPA”) wishes enter into one or more Master Agreements for a social and emotional learning assessment system and related services in order to accommodate Founding Member and Associate Members’ current and future social and emotional learning assessment system needs; and

**WHEREAS**, due to the highly specialized and unique nature of technology and related equipment and services, because technology is undergoing rapid changes, and in order to allow for the introduction of new technological changes in the operation of school districts, Public Contract Code section 20118.2 allows school districts to consider, in addition to price, factors such as financing, performance reliability, standardization, life-cycle costs, delivery timetables, support logistics, warranties, and similar factors in the award of contracts for technology and related equipment and services; and

**WHEREAS**, the Ed Tech JPA issued Request for Proposals (“RFP”) 20/21-03 Social and Emotional Learning Assessment System and received twelve responses to its RFP; and

**WHEREAS**, the Ed Tech JPA evaluated responses pursuant to the evaluation criteria listed in those documents, including: (1) Functionality and Usability, (2) Vendor Support and Ability to Perform, (3) Technology Requirements, and (4) Price; and

**WHEREAS**, the Ed Tech JPA finds that the proposal submitted by Let’s Chat Productions, LLC dba Respectful Ways (“Respectful Ways”) meets the minimum criteria set forth in the RFP, and desires to enter a Master Agreement with Respectful Ways; and

**WHEREAS**, the Master Agreement shall set for the terms and conditions of the Agreement between the parties;

**WHEREAS**, the proposed form of the Master Agreement was incorporated as an attachment in the RFP; and

**WHEREAS**, a school district may delegate the authority to enter into contracts to the district superintendent or his or her designee, pursuant to Education Code section 17604; 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**, the Ed Tech JPA desires to delegate to the Board President or her designee, the authority to finalize, execute and deliver the Master Agreement.

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

1. The foregoing recitals are true and correct.
2. The Board finds that the procurement of web design and hosting and related services qualifies as procurement under Public Contract Code section 20118.2.
3. The Board finds that, considering all factors evaluated by the Ed Tech JPA during the RFP process, including functionality and usability, vendor support and ability to perform, price, and technology requirements, Respectful Ways meets the minimum criteria , satisfies the Ed Tech JPA's RFP, and would provide the Ed Tech JPA's Founding and Associate Members with advantageous services that fit within the scope of services sought under the RFP.
4. The Board awards Master Agreements for a social and emotional learning assessment system to Respectful Ways.
5. The Board delegates authority to the Board President or her designee to execute and deliver the Master Agreement with such additions, amendments, and revisions as are recommended or approved by Designee and General Counsel to Ed Tech JPA, and to take any related actions necessary.

ADOPTED, SIGNED AND APPROVED this 24th day of June, 2021.

EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY BOARD OF EDUCATION

By

Brianne Ford, Board President

Attest:

David Seabury, Secretary



**RFP No. 20/21-03 Social and Emotional Learning Assessment System**

**Updated Intent to Award**

*June 8, 2021*

This is a statement of an Intent to Award RFP No. 20/21-03 Social and Emotional Learning Assessment System, opened on February 17, 2021. Upon the completion of the review of proposals and evaluations the contract will be awarded to:

*Aperture Education, LLC*  
*Achilles Bardos dba Edumetrisis*  
*Illuminate Education, Inc.*  
*Kelvin Education, Inc.*  
*ACT, Inc.*  
*Panorama Education, Inc.*  
NCS Pearson, Inc.  
Patrick Cook-Deegan dba Project Wayfinder  
\*Let's Chat Productions, LLC dba Respectful Ways  
Rethink Autism, Inc.  
Teachercentric, Inc dba Satchel Pulse

\*Correction to vendor legal name submitted.

This recommendation will be considered by the Education Technology Joint Powers Authority Board, in a public Board meeting, commencing at 1:00 pm on May 27, 2021. The award of the proposal is contingent upon Board approval and the successful conclusion of contract negotiations.

# Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

## Respectful Ways

2 Business name/disregarded entity name, if different from above

Let's Chat Productions, LLC dba Respectful Ways

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► **C**

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

4046 Brockett Creek Drive

6 City, state, and ZIP code

Tucker, Georgia 30084

Requester's name and address (optional)

7 List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

Employer identification number

27 - 0755645

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person ►

*P.M. McCall*

Date ►

6/7/2021

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

12/10/2020

## Instructure to Acquire Certica Solutions to Make Learning Personal for Every Student

**SALT LAKE CITY — Dec. 10, 2020 —** Instructure today announced it has signed an agreement to acquire Certica Solutions, an industry leader in K12 assessment and analytics, and longtime partner of Canvas and MasteryConnect. Through this acquisition, Instructure will provide the comprehensive and open set of tools educators need to drive student outcomes by bringing together a learning management system, assessment management system, assessment content, and data analytics into one streamlined K12 learning experience.



"This topsy-turvy year has only underscored just how important it is to know if our students are learning, whether they are being taught in the classroom or online," said Steve Daly, CEO of Instructure. "Welcoming Certica into the Instructure family will support educators by combining our assessment platform with smarter, standards-based assessments, assessment item



banks, and powerful analytics empowering educators to make learning personal for each student.”

Certica has been a pioneer in K12 assessment creating a high-impact program of standards-aligned item bank content, predictive benchmark assessment, rigorous formative assessment, and teacher-ready analytics to provide the most immediate, accessible and actionable data for educators to use in the classroom.

As part of this acquisition, Instructure will add to its learning platform Certica's Videri, a powerful K12 analytics solution that integrates district data from multiple sources into one place, making the data more actionable in the moment. The result is immediately actionable data shown with rich visualizations to support educators in addressing individual student needs, revealing district trends, and identifying at-risk students earlier.

More than 1,500 districts use Certica's solutions in the United States, improving the learning experience for more than 12 million students.

“We have maintained a mission of helping educators drive student improvement in the most effective and meaningful ways,” said Mark Rankovic, CEO of Certica Solutions. “Joining the Instructure family will open doors to helping more students and educators find the value of a rigorous standards-aligned assessment program with rich analytics.”

Rather than being driven by bulky administrative systems, the Canvas Learning Platform is the first platform built specifically to amplify the power of teaching and maximize learning. Instructure is committed to providing educators with high-quality benchmark and innovative formative assessments to supplement or replace the traditional summative assessments that offer limited benefits to students.

Ocean Springs School District in Mississippi is one of hundreds of districts using Certica's CASE Assessments to improve students' academic proficiency.

“There are not many assessment programs out there that truly meet the content needs of our students,” said Christopher Williams, Sr., Ph.D., Assistant Superintendent at Ocean Springs School District. “Using the CASE Assessments, we have seen in one year a minimum of a 10% increase in the

number of students scoring proficient and advanced on the state assessment.”

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The acquisition is expected to close before the end of the calendar year.

#### About Instructure

Instructure is an education technology company dedicated to helping everyone learn together. We amplify the power of teaching and elevate the learning process, leading to improved student outcomes. Today, Instructure supports more than 30 million educators and learners at more than 6,000 organizations around the world. Learn more at [www.instructure.com](http://www.instructure.com).

#### Contact

Cory Edwards  
Vice President, Corporate Communications  
Instructure  
[\(801\) 869-5258](tel:8018695258)  
[CORY@INSTRUCTURE.COM](mailto:CORY@INSTRUCTURE.COM)

<https://www.instructure.com/press-release/instructure-acquire-certica-solutions-make-learning-personal-every-student>

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Instructure, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6330 South 3000 East, Suite 700

6 City, state, and ZIP code

Salt Lake City, UT, 84121

7 List account number(s) here (optional)

Requester's name and address (optional)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

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Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

Employer identification number

2 6 - 3 5 0 5 6 8 7

### Part II Certification

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3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person ►

Date ►

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- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
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- Form 1099-A (acquisition or abandonment of secured property)

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**2021-22  
ADOPTED BUDGET  
JUNE 24, 2021**

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Multi-Year Projection	2
SACS Report	3



### MULTI-YEAR PROJECTION ASSUMPTIONS

- Projected Revenue from Administrative Fees: 2020/21 - \$138,612 2021/22 - \$154,589, 2022/23 - \$185,507, 2023/24 - \$222,608, 2024/25 - \$267,130
  - 20% increase projected annually
  - JPA Revenues are based on a 4% Administrative Fee from Sales
    - Member contracts funded with Federal Revenues may have restrictions related to administrative fees. In these instances, a flat rate will be negotiated.
  - Revenues earned during 2019/20 of \$16,807, earned to date for 2020/21 \$138,612
  - Note: SACS report compares 2021/22 Adopted Budget to the last Board approved budget which is 2020/21 Second Interim. The following MYP compares Adopted to updated Estimated Actuals projections.
- Legal Fees
  - JPA keeps \$20K Admin Fees and F3 receives 50% of balances towards current and deferred fees
  - Deferred liability projected balance as of 6/30/2021= \$351,388
  - Projected annual legal costs are \$55,000
- Administrative Fees
  - Clovis USD waived Administrative Fees through the 2020/21 fiscal year. Base administrative fees are projected to be \$30,000 annually.
  - Irvine Unified waived Administrative Fees through the 2020/21 fiscal year. Base administrative fees are projected to be \$20,000 annually.
  - JPA will reimburse Irvine USD, \$23,500, in 2020/21 for direct costs incurred since JPA inception.
    - Projected deferral balance as of 6/30/21 is \$3,277.
    - Annual projection for 2021/22 is \$9,000 and \$13,500 thereafter.
  - Irvine Unified and Clovis Unified waived .25% variable fee through 2020/21. Fee will be paid beginning with the 2021/22 fiscal year.
- McGuire & Associates will be the JPA Consultant
  - Projected annual fee \$5,000
- A JPA is required to maintain a budgeted reserve of 5% of expenditures \$71,000 whichever is greater.

## Summary of Multi-Year Projection

	2018-19 Actuals	2019-20 Actuals	2020-21 Second Interim Projection	2020-21 Estimated Actuals	2021-22 Adopted	2022-23	2023-24	2024-25	Notes
<b>Financial Summary</b>									
Revenues	\$ 40,000	\$ 27,272	\$ 150,750	\$ 159,362	\$ 155,589	\$ 186,507	\$ 223,608	\$ 268,130	Reduction of revenues in 21,22 due to founding member fees rec'd in 20,21
Expenditures	\$ -	\$ 5,487	\$ 82,618	\$ 105,472	\$ 165,111	\$ 185,512	\$ 206,917	\$ 300,679	
<b>Net</b>	<b>\$ 40,000</b>	<b>\$ 21,785</b>	<b>\$ 68,132</b>	<b>\$ 53,890</b>	<b>\$ (9,522)</b>	<b>\$ 994</b>	<b>\$ 16,691</b>	<b>\$ (32,550)</b>	
<b>Ending Balance</b>	<b>\$ 40,000</b>	<b>\$ 61,785</b>	<b>\$ 129,917</b>	<b>\$ 115,675</b>	<b>\$ 106,153</b>	<b>\$ 107,148</b>	<b>\$ 123,839</b>	<b>\$ 91,289</b>	
<b>Minimum Reserve</b>	<b>\$ 67,000</b>	<b>\$ 69,000</b>	<b>\$ 71,000</b>	<b>\$ 71,000</b>	<b>\$ 71,000</b>	<b>\$ 71,000</b>	<b>\$ 71,000</b>	<b>\$ 71,000</b>	
<b>Ending Balance, net of Reserve Requirement</b>	<b>\$ (27,000)</b>	<b>\$ (7,215)</b>	<b>\$ 58,917</b>	<b>\$ 44,675</b>	<b>\$ 35,153</b>	<b>\$ 36,148</b>	<b>\$ 52,839</b>	<b>\$ 20,289</b>	
<b>Revenues</b>									
<b>Projected Revenue</b>									
Founding Member Contributions	\$40,000	\$10,000	\$20,000	\$20,000	\$0	\$0	\$0	\$0	
Interest		\$465	\$750	\$750	\$1,000	\$1,000	\$1,000	\$1,000	
New Revenues Projected	\$0	\$0	\$113,193	\$132,309	\$40,000	\$30,918	\$37,101	\$44,522	
Sales Revenue (Anticipated Renewals)	\$0	\$16,807	\$16,807	\$6,303	\$114,589	\$154,589	\$185,507	\$222,608	
<b>Total</b>	<b>\$40,000</b>	<b>\$27,272</b>	<b>\$150,750</b>	<b>\$159,362</b>	<b>\$155,589</b>	<b>\$186,507</b>	<b>\$223,608</b>	<b>\$268,130</b>	
<b>Expenditures</b>									
<b>Fixed/Flat Costs</b>									
McGuire and Associates Contract	\$ -	\$ -	\$ 7,095	\$ 7,095	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	Deferred fees paid in 20/21, \$5,745 (18-19) & \$1,350 (19-20). Waived 20-21
Insurance	\$ -	\$ 1,987	\$ 1,523	\$ 1,523	\$ 1,524	\$ 1,524	\$ 1,524	\$ 1,524	
Auditor	\$ -	\$ 3,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Clovis Unified Admin Fee	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	Waive 18/19, 19/20, 20/21
Marketing/Other Misc	\$ -	\$ -	\$ 500	\$ -	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500	
Travel Costs	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500	
Irvine Unified - Tier 1 - Direct Costs	\$ -	\$ -	\$ 13,500	\$ 23,500	\$ 12,277	\$ 13,500	\$ 13,500	\$ 13,500	Pay 18/19, 19/20, 20/21 in 20/21 = \$26,777.42, \$9K proj for 21/22, \$13.5K per year ongoing
Irvine Unified - Tier 2 - Staff Time Base Support	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	Waive 18-19, 19-20, 20-21
Reimbursing Founding Members	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Will add when revenue is sufficient.
Payments to Founding Members	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Will add when revenue is sufficient.
F3 Ongoing	\$ -	\$ -	\$ 55,000	\$ 43,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	JPA keeps \$20K Admin Fees and F3 recieves 50% of balances towards current and deferred fees, assume \$55K Annually
F3 Deferral	\$ -	\$ -	\$ -	\$ 25,354	\$ 12,295	\$ 27,753	\$ 46,304	\$ 127,565	As of 6/30/21, balance is \$351,388
<b>Total Fixed/Flat Costs</b>	<b>\$ -</b>	<b>\$ 5,487</b>	<b>\$ 82,618</b>	<b>\$ 105,472</b>	<b>\$ 143,096</b>	<b>\$ 160,777</b>	<b>\$ 179,328</b>	<b>\$ 260,589</b>	
<b>Variable Costs*</b>									
Clovis Admin Fee (0.25%)	\$ -	\$ -	\$ -	\$ -	\$ 11,007	\$ 12,367	\$ 13,794	\$ 20,045	Waive 18-19, 19-20, 20-21
Irvine Procurement Fee (0.25%)	\$ -	\$ -	\$ -	\$ -	\$ 11,007	\$ 12,367	\$ 13,794	\$ 20,045	Waive 18-19, 19-20, 20-21
<b>Total Variable Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,015</b>	<b>\$ 24,735</b>	<b>\$ 27,589</b>	<b>\$ 40,091</b>	
<b>Total Costs</b>	<b>\$ -</b>	<b>\$ 5,487</b>	<b>\$ 82,618</b>	<b>\$ 105,472</b>	<b>\$ 165,111</b>	<b>\$ 185,512</b>	<b>\$ 206,917</b>	<b>\$ 300,679</b>	

Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	150,750.00	155,589.00	3.2%
5) TOTAL, REVENUES			150,750.00	155,589.00	3.2%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	82,618.49	165,111.00	99.8%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			82,618.49	165,111.00	99.8%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			68,131.51	(9,522.00)	-114.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			68,131.51	(9,522.00)	-114.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	61,785.46	129,916.97	110.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			61,785.46	129,916.97	110.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			61,785.46	129,916.97	110.3%
2) Ending Balance, June 30 (E + F1e)			129,916.97	120,394.97	-7.3%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	129,916.97	120,394.97	-7.3%



Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			0.00		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			0.00		

Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6695	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	750.00	1,000.00	33.3%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
In-District Premiums/ Contributions		8674	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	20,000.00	0.00	-100.0%
All Other Fees and Contracts		8689	130,000.00	154,589.00	18.9%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	0.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.0%
Transfers of Apportionments					
Special Education SELPA Transfers					
From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
ROC/P Transfers					
From Districts or Charter Schools	6360	8791	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>150,750.00</b>	<b>155,589.00</b>	<b>3.2%</b>
<b>TOTAL, REVENUES</b>			<b>150,750.00</b>	<b>155,589.00</b>	<b>3.2%</b>

Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Teachers' Salaries		1100	0.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	1,000.00	New
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	1,523.49	1,524.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	81,095.00	162,587.00	100.5%
Communications		5900	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>82,618.49</b>	<b>165,111.00</b>	<b>99.8%</b>
<b>CAPITAL OUTLAY</b>					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments					
To Districts or Charter Schools	6500	7221	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.0%
ROC/P Transfers of Apportionments					
To Districts or Charter Schools	6360	7221	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>82,618.49</b>	<b>165,111.00</b>	<b>99.8%</b>



Description	Resource Codes	Object Codes	2020-21 Estimated Actuals	2021-22 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
From: Special Reserve Fund		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
To: Special Reserve Fund		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
<b>USES</b>					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%