



AGENDA

REGULAR MEETING GOVERNING BOARD

1:00 P.M. December 9, 2021

Ed Tech JPA will hold a Board meeting on December 9, 2021, 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: 3280 Crow Canyon Road, San Ramon, CA 94526.

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	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. First Interim Budget & SACS Report

Background Information: Pursuant to AB 1200, Chapter 1213, Statutes of 1991 a local educational agency is required to examine and certify its financial condition twice during each fiscal year and submit updated financial projections to the Fresno County Superintendent of Schools. This certification responds to the ability of each school district or joint powers authority (JPA) to meet its current and multi-year financial commitments. The First Interim Report reflects the agency's financial condition as of October 31 and is due to the Fresno County Superintendent of Schools by December 15 annually. The Second Interim Report represents the agency's financial condition as of January 31, and is due to the Fresno County Superintendent of Schools by March 15 annually.

The Board of Education is required to certify the financial condition of the Education Technology JPA in one of three categories as follows:

- Positive Certification, Meaning that the JPA will be able to meet its financial obligations for the current and two subsequent fiscal years.
- Qualified Certification, Meaning that the JPA may not meet its financial obligations for the current and two subsequent fiscal years.
- Negative Certification, Meaning that the JPA will be unable to meet its financial obligations for the remainder of the current year or for the subsequent fiscal year.

Recommendation: Positive Certification

11. Items for Discussion



11.a. Procurement Calendar

Closing Items

12. Adjournment

Future Meetings

January 27, 2022



Consent Agenda
REGULAR MEETING GOVERNING BOARD

1:00 P.M. December 9, 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:

- Alameda Unified School District

The Board must formally ratify the approval of their membership.

Recommendation: Ratify associate membership for the organizations listed.

2. Approve Award of RFP No. 21/22-01 Facilities and Resource Management to *Facilitron, Inc.* for sections 1, 2, 3 & 4.

Background information:

RFP No. 21/22-01 Facilities and Resource Management was conducted pursuant to Board approval at the March 28, 2019 Board meeting. *Facilitron, Inc.* submitted a Proposal that meets the minimum qualifications for sections 1, 2, 3 & 4.

Recommendation: Approve Resolution No. 21-22-5 awarding RFP No. 21/22-01 Facilities and Resource Management to *Facilitron, Inc.*, 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. 18/19-03 Learning Management Solution Platform to Instructure, Inc. ("Canvas") at the May 10, 2019 board meeting. Canvas would like to offer updated implementation services and create new pricing tiers.

Recommendation: Approve an amendment to the existing agreement specifying that Canvas may offer updated implementation services and new pricing tiers.

*Ratify



List of Attachments

Board Meeting December 9, 2021

Item No.	Page No.	Description
1		October 28, 2021 Board Meeting Minutes
2		Annual Goals Progress Report
3		Procurement Calendar
4		Strategic Initiatives
5		Resolution No. 21-22-5 Award of Master Agreement for Facilities and Resource management (to Facilitron, Inc.)
6		First Interim & SACS Report

EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

Minutes

REGULAR MEETING OF THE GOVERNING BOARD

October 28, 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:

Brianne Ford called the meeting to order at 1:04 PM.

Present In Person:

N/A

Present by Telephone:

Brianne Ford with Irvine Unified 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
Susan Rutledge with Clovis Unified School District

2. APPROVAL OF MINUTES

Motion Passed: Approve the Minutes from the September 9, 2021 Regular Board Meeting.

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

Aye Brianne Ford
Aye Susan Rutledge
Aye David Seabury
Aye Greg Pitzer
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 Sean Rozell and a second by David Seabury.

Aye Brianne Ford
Aye Susan Rutledge
Aye David Seabury
Aye Greg Pitzer
Aye Sean Rozell

Jeremy Davis and Michael Johnston 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 and matters related to Covid-19.

6. ACCEPTANCE OF TREASURER REPORT

Minutes: First Interim will be presented during the December board meeting and the audit report will be presented during January. Quarterly Reports are being collected and will be uploaded to shared documents soon.

7. ACCEPTANCE OF STANDING REPORTS

7.a. Membership

Minutes: Membership was discussed.

7.b. Communications

Minutes: The upcoming CITE conference presentation and vendor booth and CBO mentor program were discussed and recent and planned communications with members 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 Sean Rozell and a second by David Seabury.

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

9. ITEMS REMOVED FROM CONSENT AGENDA

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

10. ITEMS OF BUSINESS (ACTION)

10.a. Motion Passed: Approve an agreement with Hallstrom, Klein & Ward LLP for an expenditure not to exceed \$5,000.00 for the filing of four marks with the U.S.P.T.O., including custom descriptions and searches for similar logos.

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

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

11. ITEMS FOR DISCUSSION

11.a. Procurement Calendar

Minutes: Upcoming and potential procurements were discussed.

11.b. Discuss vendor acquisitions

Minutes: Vendor acquisitions and communications were discussed.

11.c. Strategic initiatives

Minutes: Strategic initiatives were reviewed.

12. ADJOURNMENT

Motion Passed: Adjourn the meeting at 2:23 pm.

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

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

Future Meetings
December 9, 2021



EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

ANNUAL GOALS PROGRESS REPORT

December 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 24, 2021	November 30, 2021	Goal for June 2022
88 Members 1,172,230 Students 15 Completed Procurements 56 Available Contracts \$138,612.33 Admin Fee Revenue 2020-21	92 Members 1,263,563 Students 16 Completed Procurements 62 Available Contracts \$132,542.93 Admin Fee Revenue 2021-22	110 Members 18 Completed Procurements \$160K Admin Fee Revenue 2021-22



Projected Proposal List

RFP	Current Exp Date	Projected Release	Projected Award Date	Board Approval	Hosting Member	Hosting Member Deadline	Notes
Planned RFPs							
Facilities and Resource Management Platform	n/a	9/1/21	12/9/21	3/28/19	Irvine & Clovis		
Human Resources & Substitute Management Systems	n/a	10/8/21	1/27/22	9/9/21	Irvine (San Juan & Fullerton have interest)	6/30/22	Was board approved on 5/30/19 for Absence Tracking and Substitute Placement Platform, but revised to include HR systems
English Learner Program Management System	n/a	6/30/22	10/27/22	10/28/21 *anticipate	Irvine		requested by Vista Unified
ADDITIONAL REQUESTS - Not yet calendared							
Visitor Management System	n/a	NOT PROJECTED, BUT A POSSIBILITY		7/29/21			
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					Vendor requested (Rubrik)
Editing Software (adobe)	n/a	NOT PROJECTED, BUT A POSSIBILITY					
Security Monitoring Services	n/a	NOT PROJECTED, BUT A POSSIBILITY					requested by Los Al. Potential RFP
RFP PROJECTED RENEWALS							
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							

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

Ed Tech JPA RFP No. 21/22-01 Facilities and Resource Management JPA Scoring

Vendor Name	Facilitron, Inc
All Forms Complete	Pass
1 Vendor Experience and Ability to Perform	Pass
2 Technology	Pass
3.1 General (Required)	Pass
3.2 Internal User Resource Reservation	Pass
3.3 External User Resource Reservation	Pass
3.4 Facility Resource Management	Pass
3.5 Work Orders	Pass
3.6 Integrated Resource Management	Pass
4 Price	Pass
Final Evaluation	Pass

Education Technology Joint Powers Authority
RESOLUTION No. 21-22-05

AWARD OF MASTER AGREEMENT FOR FACILITIES AND RESOURCE MANAGEMENT

WHEREAS, the Governing Board of Education Technology Joint Powers Authority (“Ed Tech JPA”) wishes enter into one or more Master Agreements for a facilities and resource management system and related services in order to accommodate Founding Member and Associate Members’ current and future facilities and resource management 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”) 21/22/-01 Facilities and Resource Management and received one response 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 Facilitron, Inc. (“Facilitron”) meets the minimum criteria set forth in the RFP, and desires to enter a Master Agreement with Facilitron; 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 facilities and resource management 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, Facilitron 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 Facilitron.
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 9th day of December, 2021.

EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY BOARD OF EDUCATION

By

Brianne Ford, Board President

Attest:

David Seabury, Secretary