



EXECUTIVE COMMITTEE MEETING
Monday October 14
2:00-4:00PM
1000 Woodward PINE - La Ventana Conf Room
Albuquerque, NM 87102

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda*
- D. Approval of Minutes – July 16, 2024*
- E. Agency Communications
 - a. Partnerships – Elisa Begueria
 - i. NMCCS – Erik Bose
 - ii. NMCEL – Stan Rounds
 - iii. NMPED – Dr. Candice Castillo
 - iv. NMSBA – Joe Guillen
 - v. Higher Education (4yr) – Dr. Sandra Rodriguez
 - vi. Higher Education (2yr) – Dr. Charley Carroll
 - b. Finance – Elisa Begueria
 - c. Scholarship – Johnna Bruhn
 - d. Policy – Brian Snider
- F. Program Overview/Reports
 - a. Six Year Study Update
 - b. Lease Agreements
 - c. Chelsey Bradley – AAIS Mathematics Debriefing
- G. Administrative Reports
 - a. Directors
 - i. Finance- Robin Strauser*
 - ii. Ancillary- Lianne Pierce*
 - iii. Procurement- Gustavo Rossell*
 - iv. Northern Services/REAP- Paul Benoit*
 - v. Technology- Brad Schroeder*
 - vi. Southern Services- Jim Barentine*
 - vii. Human Resources- Yvonne Tabet*

- b. Executive Director – David Chavez*
 - i. Request acceptance of a \$50,000 grant from the Thornburg Foundation to support the Six Year Study
 - ii. Hire Human Resource Specialist

H. Personnel – Report

- a. Staff Contracts and Resignations*

I. Consent Agenda

- a. Approval of Checks*
- b. Profit/Loss and Balance Sheets*
- c. RFB & RFP Awards

J. Setting Next Meeting Dates

- a. February 2025 exact date TBD in conjunction with the NMSBA Board Member Institute in Santa Fe.

K. Adjournment

All items on agenda are subject to action by CES Executive Committee

*Included in Advance Packet Mailing

CES Executive Committee
Meeting Minutes
July 16, 2024

Call to Order:

The meeting was called to order at approximately 3:22pm by Secretary Kevin Summers. The meeting notice, agenda, and accompanying documents were disseminated to attendees 10 days prior to meeting via email and CES' website.

Roll Call:

Members Present:

Kevin Summers	Region I – Secretary
Felix Garcia – Jemez Mountains	Region II
Johnna Bruhn – Mosquero	Region III
Dr. Cindy Sims – Estancia	Region IV
Cody Patterson	Carrizozo VII
Stan Rounds	NMCEL
Dr. Candice Castillo	NMPED
Dr. Charley Carroll	Higher Ed 2 Year
Dr. Sandra Rodriguez	Higher ED 4 Year

Members Absent:

Brian Snider	President
Elisa Begueria – Lake Arthur	President Elect
Tandee Delk – Elida	Region V
Dr. Gerry Washburn – Carlsbad	Region VI
Travis Dempsey – Gadsen	Region VIII
Erik Bose – ABQ Charter Academy	NMCCS
Joe Guillen	NMSBA

Non-Members Present:

David Chavez	CES Executive Director
Robin Strauser	CES Chief Financial Officer
Lianne Pierce	CES Director of Ancillary
Gustavo Rossell	CES Director of Procurement
Brad Schroeder	CES Director of Technology
Jim Barentine	CES Southern Services Director
Yvonne Tabet	CES Human Resource Specialist

Quorum

CES Board Policy states that attendance by one third of the Executive Committee constitutes a quorum. This was, therefore, a duly convened meeting of the CES Executive Committee.

Oath of Office

Kevin Summers, Felix Garcia, Johnna Bruhn, Cody Patterson were sworn in as Cooperative Educational Services Committee Members.

Approval of Minutes

A motion was made by Felix Garcia and seconded by Candice Castillo to approve the meeting minutes from May 30, 2024. Motion passed unanimously.

Approval of Agenda

David Chavez, Executive Director, indicated an amendment to the meeting agenda to include the election of a Secretary and Treasurer to the CES Executive Board, with the election occurring after the approval of the July 16th Meeting Agenda. A motion was made by Felix Garcia and seconded by Cody Patterson to accept the amendment to the July 16th meeting agenda. Motion passed unanimously.

A motion was made by Johnna Bruhn and seconded by Felix Garcia to nominate Kevin Summers to the position of Secretary. As there were no additional nominations from the floor a motion of acclimation was made by Johnna Bruhn seconded by Felix Garcia. Motion passed unanimously.

A motion was made by Kevin Summers and seconded by Cody Patterson to nominate Johnna Bruhn as Treasurer. As there were no additional nominations from the floor a motion of acclimation was made by Dr. Charley Carrol and seconded by Dr. Cindy Rodriguez. Motion passed unanimously.

Agency Communications

The following reports were presented

Partnerships – Elisa Begueria

Not present. No report given.

NMCCS – Erik Bose

Not present. No report given.

NMCEL – Stan Rounds

The 2024 NMCEL Summer Leadership Conference is going well. Participation is up this year NMCEL is here to serve your needs and the conference is developed for you. Please provide feedback for what you would like to see presented in the future. Continued work is occurring on lawsuit; we have 53 districts & charter schools involved. We successfully blocked the 180-day rule for the upcoming fiscal year.

NMPED – Dr. Castillo

Spending the Summer working on internal systems automating and streamlining processes. Launched the Summer Reading Program to empower 10,000 students from kindergartener to eighth grades with focused reading instruction. 142 sites throughout the state provided the free program and we have received positive feedback from families with a 75% satisfactory survey response. Continuing with the second phase of the attendance campaign. It is important to make a consorted effort to ensure that children are in the classroom and understand what chronic absenteeism looks like. There will be an Attendance Conference October 28th

NMSBA – Joe Guillen

Not present. No report given.

Higher Education (4yr) – Dr. Sandra Rodriguez

Summer is our down time with most faculty off contract. Working on 4-year leadership and residency training in the college of education. The residency program for students has grown and is an intensive program for EPPs. There is a big movement with early childhood programs within the state 7-9 EPPs are going through naeyc accreditation.

Higher Education (2yr) – Dr. Charley Carroll

2yr colleges are really coming back after COVID with a 10% increase in student enrollment.

Where is CES at increasing amounts on procurement? CES has had meetings with state purchasing & Senator Gallegos getting the procurement levels raised, 7 million at the lower threshold and 20 million at the upper level for this upcoming session. Wanted to go higher, but state procurement felt that was the threshold limit.

Finance – Elisa Begueria

Not present. No report

Scholarship – Cody Patterson

David provided an update. The CBA organization provides an annual scholarship for \$2000 to the district where the president lives. The scholarship usually goes to an Instructional Assistant pursuing a teaching degree. Lea County District has a relationship with the University of Southwest, Lea County uses investments and scholarship funds to support multiple candidates going through teacher education at the University of Southwest.

NMCEL receives a Sivic Solutions Scholarship that recognizes a graduating senior.

Discussions have occurred with the Lieutenant Governor and Senator Gallegos to find out if CES could provide scholarships to the 8 region representatives on the CES' Executive Committee. CES is awaiting decision of approval.

Policy – Brian Snider

David provided an update. The CES Policy has been sent to all superintendents. To date we have not received any comments/changes. The policy will be presented at the October Full Board meeting for approval.

Program Overview and Reports

a. Six Year Study Update

Audits have been completed for all districts. 17 districts began the study, with 3 dropping out, with one of the districts counseled out, with the change in superintendency, a request for reinstatement occurred by their Board of Education.

There will be an Advisory Committee Meeting on August 19th. The goal is to have all strategic and action plans completed prior to the meeting.

Mathematics AAIS Initiative

The two sessions were well received, it was suggested that the fall session focus on content as the summer sessions focused on strategy. CES had four team members attend, we now have four subject matter experts who can support the districts as they implement mathematic strategies and ensure that strategies align with PED standards.

b. Regional Meeting updates/Schedules

The meetings are scheduled, notifications have been sent out to the districts. In conjunction CES is reaching out to cities and counties. Morning meetings will be held with the districts and the afternoon will be meeting with cities, counties, and higher ed. Feedback on improving and adding services to our customers will be appreciated.

c. Facility Managers Conference /Leadership Conference

Schedule October 15-16th, 2024 at Embassy Suites. The conference begins with the Facility Managers and Superintendents meeting. The Leadership conference will include the following sessions:

- i. Day One Dr. Phil Warrick - Teacher Evaluation
The session will focus on the New Mexico evaluation system.
 - ii. Day Two Jan Hoegh – Standards Based Instruction
Leadership is encouraged to attend both sessions. CES has contracted with both presenters to provide virtual sessions in January and April as follow-up sessions.
- d. NMSBA/CES Board Member Training
The current training has remained the same for the last 4 years. These sessions are good training for new board members, the sessions include Roles and Responsibilities, Budget, Board and Superintendent Relationships, and Strategic Planning. Feedback has been received requesting new curriculum for veteran board members.

David Chavez stood for questions. No questions.

Administrative Reports

Finance – Robin Strauser highlighted a few items, a full report included in the packet.

Finance is closing out the fiscal year. Revenue is up 6.4% from last year. CES has done 369 million dollars the direct purchase where we receive an admin fee has done 184 million dollars and we are standing at 553 million dollars.

Ancillary – Lianne Pierce highlighted a few items, a full report was included in the packet.

212 staff increased to 235 staff, 16 have retired/resigned. Ancillary will begin training 11 new hires, 6 will be remote on Wednesday. End of year outstanding \$32,000 and invoicing over 1 million a month.

Procurement – Gustavo Rossell highlighted a few items, a full report was included in the packet.

The procurement department continues to work on securing solicitations & contracts saving members money.

Northern Services/REAP – Paul Benoit, full report was included in packet.

Southern Services – Jim Barentine highlighted a few items, a full report included in the packet.

It has been fairly slow with site visits. A lot of work has been done with rebranding, letting every member and vendor contact know of change; received a lot of email bounces as there has been staff turnover. Focusing on site visits in region 7 & 8.

Technology – Brad Schroeder highlighted a few items, a full report was included in the packet.

Upgrading our eProcurement system working with a new software company. Sagecor's product Tetricor and RSM's Dynamics 365 Business these changes in technology are extremely exciting, bringing CES to a new level.

Human Resources – Yvonne Tabet highlighted a few items, a full report was included in the packet.

For the last 6 weeks we have been concentrating on getting out contracts to secure Ancillary staff and Professional Service contracts.

John King was hired to do work with the school districts on construction/procurement and Thad Phipps has been hired to do the same in the Southern part of the state.

Executive Director Report

- i. Request approval to allow the Executive Director to sign off on PE agreements & PE IGA's when signature is needed very quickly. A motion was made by Dr. Charley Carroll, seconded by Stan Rounds. Motion passed unanimously.
- ii. Review and make final budget recommendation and changes (if necessary)
Did not have additional recommendations on budget for 2024-2025, in discussions with Robin,

finance is still adjusting general entries, reconciling accruals for Ancillary, and the yearly audit. All these items will have implications for the budget recommendation. David will provide recommendations at the October meeting.

Personnel Report – David Chavez stands for questions. No questions.

Consent Agenda

A motion was made by Stan Rounds, seconded by Felix Garcia to accept the consent agenda as presented. Motion passes unanimously.

Setting Next Meeting Dates

- a. Monday October 14th, 3:00PM in conjunction with the Facility Managers Workshop. Details will be provided closer to the meeting date.
- b. February 2025 exact date TBD in conjunction with the NMSBA Board Member Institute

Meeting adjourned.

**Cooperative Educational Services
EXECUTIVE COMMITTEE MEETING**

October 14, 2024

**Robin Strauser, Chief Financial Officer
Administrative and Finance Report**

This report reflects financial activity through August 2024.

Finance:

As of August 31, 2024, CES had a total revenue of \$52,107,066. Compared to August 31, 2023, this year's revenue is \$8,552,455 more. SSC had total revenue of \$74,623. Total combined revenue was \$52,181,689 compared to total revenue of \$43,606,186 for August 2023. This is a 19.7% increase, or \$8,575,503 more revenue this year compared to last year.

As of August 31, 2024, CES had a Net Fund Balance of \$16,183,482.

Through August 2024, the dollar amount of all purchase orders approved by CES staff was \$91.5 million, an increase of \$19.5 million over the same period last year. This equates to a 27.1% increase in the dollar amount of total purchase orders approved. Direct purchase orders approved were \$32.8 million compared to \$32.5 for the same time last year. Traditional purchase orders, including Gordian and RS Means, were \$58.7 million, an increase of \$19.2 million over the previous period.

The Business Department staff have met with ERP implementation staff for "discovery" discussions. Staff have also been meeting weekly to review Solution Verification Documents (SVD's) to confirm the scope of work and what CES needs are for the new software. The next steps will be meeting with RSM to discuss data clean-up and data migration.

Budget:

EANS (Emergency Assistance to Non-Public Schools):

This program ended on June 30, 2023. CES staff still continue to provide support to the PED for the reporting required by PED for this program.

ARP EANS (American Rescue Plan EANS):

This program ended on June 30, 2024. CES continues to administer this program for the PED. The contacts for this program are Kirsi Lane, Director, and Daniela Romero, Deputy Director, from the Student, School, and Family Support Bureau. The CES staff will continue to provide support to the PED for the required reporting through December 31, 2024.

Audit:

The audit report has been completed and submitted to the Office of the State Auditor. The audit received an unmodified opinion with no audit findings. The audit report is deemed confidential until it is released by the Office of the State Auditor. Here is a summary of CES' financial performance for fiscal year 2024:

CES had total revenue of \$371,029,066. Revenue from Direct Purchasing was \$182,919,119. Revenue for SSC was \$275,310. Enabled revenue was \$21,040,155. Total revenue from CES' contracts and services

totaled \$575,263,650. CES' Net Fund Balance as of June 30, 2024, is \$20,105,950. CES' Change in Net Position, was an increase of \$2,785,286.

Kudos to the CES staff that helped make the June 30, 2024 audit a huge success. I am especially grateful for all the effort made by the Business Department.

SSC:

CES entered into a short-term lease agreement for Suite 300. The long term lease is pending approval by the State Board of Finance. Currently, Suite 200 is the only remaining vacant suite. It is under consideration by an organization, but there has been no letter of intent.

Staff:

Currently, all positions are filled within the Business Office.

Strategic Plan:

The Strategic Plan for 24-25 has been updated. The Business Department has a busy year ahead and is excited about the process improvement opportunities that will come with implementation of new systems.

Strategic Goal #1: Operational Efficiencies and Customer Service Excellence

Action Plan 1: Increase percentages of Ancillary requests through enhanced recruitment and retention strategies.

24-25 School Year			
Role Group	Jul-24	Aug-24	Sept-24
Anc Tcher	3	4	4
APE /RT	0	1	1
ASL-I	0	0	0
AUD	1	1	1
BMS	2	2	2
COMS	1	1	1
COMS/TVI	0	0	0
TVI	1	1	1
COTA	8	8	8
DIAG	52	53	55
LPN	1	1	1
NP	0	0	0
OT	19	20	20
PhD Psych	5	5	5
Sch Psych	18	21	23
PT	4	4	4
PTA	0	1	1
PTD	2	2	2
RHC	8	7	7
RN	8	9	9
RT	5	5	5
SLP	33	34	36
SLPA	0	0	0
SW	32	32	32
SW Reg Ed	4	6	6
Staff Count	207	218	224
Resigned Retired	16 in June and July	0 in August	0 in September
Interviewed	11	5	2
New Hires or Returning	Recommend 8	Recommend 5	Recommend 2
Source	Word of mouth	Word of mouth	1 – Returning 1- Previous employee

1. 18 Interviews, recommended 15, for 1st Quarter for 24-5 school year.

2. Working to create a more modern application process that will reflect vacancies by cities and discipline to direct people up front to where the vacancies are located within the state

Action Plan 2: Support the new system for CES, specifically for Ancillary Staff Data, Timesheets, Invoicing and Payroll.

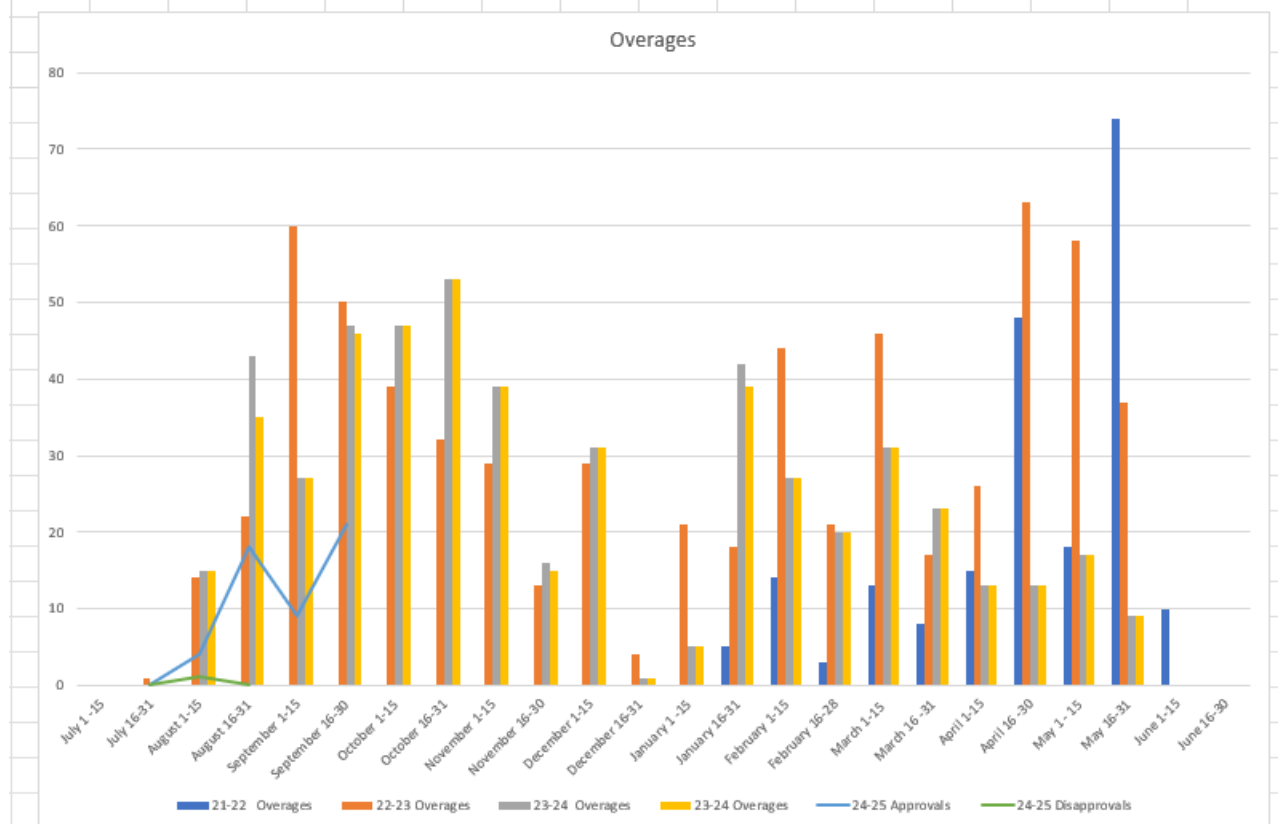
1. Met with Brad, Matt, and Teresa regarding updating the CES website Ancillary Tab and all the contents therein.

Strategic Goal 2: Professional Development, Quality Instructional and educational Leadership

Action Plan 1: Expand PD opportunities for all staff.

1. CPI
 - a. 9/14: Refresher. 14 participants, 5 non-CES participants.
 - b. 9/21 & 28: Estacia Valley, Full Blended course, 20 participants.
2. Windows 11 Training for our staff.

Action Plan 2: Minimize Overages (Overage = staff exceeding allocations within a pay period.)



The Blue Line is Approvals for the 24-25 SY.
 The bars are the past school years. Yellow is last year's.
 The Green is the disapprovals for this current year.
 We want the Blue Line lower than all the bars.

Events for 1st Quarter 2024/25:

1. Met with Amergis, formerly Maxim.
2. Cross checked all new hire files in Image Silo for correct format.

3. Working with NM DVR to provide face-to-face and remote Psychologists.

Continuing to review all data for accuracy to get ready for the migration to new systems.

**CES
EXECUTIVE COMMITTEE MEETING
October 14, 2024**

Procurement Department Administrative Report – Gustavo Rossell

The CES Procurement Department continues with its mission to issue the solicitations and resulting contract vehicles for our members' use saving them time and hundreds of thousands of dollars annually.

Procurement News

- Sustainability Initiatives
- Amazon Business
- Job Order Contracting Trainings, Sept. 17, 2024
*40+ contractors, 90+ members
- Website Development

I Update on Recent Publicly Solicited and Competed Solicitations and Contract Awards

RFPs that have been advertised, are closing, or that have been scheduled for evaluations or to be awarded:

Recent Solicitations:

RFP #	RFP Description
2025-01 AEPA	A - Athletic Field Lighting
	B - Hardwood & Synthetic Flooring
	C - Copiers, MFPs, Printers
	D - Roofing & Related Services
	E - Security Solutions
	F - Cyber Security & Training
	G - Portable & Modular Classrooms → CES-led
	H - Playgrounds & Equipment
2025-02	Elevator, Escalator, Motorized Walkways
2025-03	Professional Services for Education
Key Dates:	Release Date: 10/11/2024, RFP Due Date: 11/8/2024, Award Date: Late November

October 14, 2024

Administrative Reports – Paul M. Benoit, Northern Services Manager

Northern Services Travel Notes

The year has started with a bang in traveling, training, and helping members make the best possible use of CES for the 2024-25 School year. August and September were filled with traveling to every Region, 1-5, for a variety of reasons. We ran our series of Fall meetings for both Member Schools and Participating Entities (PE's – Counties, Municipalities, Agencies, Authorities, Non-Profits, etc....). In addition, I assisted David in helping to cover several of the NMSBA regional meetings (Penasco, Tucumcari, and upcoming (14th of Oct) Cimarron, which are Regions 2, 5, and 3. I have been able to meet my first quarter goal of being in each region. Though I did not visit every member/entity in-person, I was able to see the “major players”, if you will, as well as stop in on several of the smaller entities to remind them who we are and how we can help.

October promises to slow down a bit in the flurry of meetings, but I will do a deeper dive into the northern parts of Region 3 (Raton/Clayton and points in between and around) and re-visit the southern part of Region 1 (Gallup, Zuni, Ramah Navajo (more training on purchasing procedures).

Direct Purchase/Digital Bluebook and DP Account Status

A big shout-out to Bohanon Huston and 4-Rivers. Bohanan has been promoting CES membership and use of contracts with a lot of smaller entities so that they can utilize us for pending projects and for heavy equipment. 4-Rivers has been leading with their CES contract with a lot of the land-grants and other entities (Pueblos) who have received capital outlay for heavy equipment.

I have had more in-person and phone trainings this fall than I can remember in the past. This has been good in establishing contacts with new personnel or with “old” personnel who need refreshers on how the process works and all that we have to help them take full advantage. John King and Thad Phipps continue to be a phenomenal resource in better understanding JOC and, specifically, the pricing mechanisms of Gordian and RSMMeans.

A shout out to the Procurement Department (All of them) for the continuous support and the fast response on contract questions that I have gotten in working with various entities. Joe Valencia has represented well in two different group presentations – one to the land grant council and the other with Ramah Navajo School Board, Inc. Thanks to Gustavo, as well, for providing information to help Ramah work to make their internal policies more friendly to cooperative purchasing and, specifically, to CES.

NMREAP NOTES

The biggest swing of NMREAP “renewal season” is over and we are moving forward. I get periodic calls for walk-through trainings on job postings and searches, as well as requests for user credentials. NMREAP went through a site upgrade to modernize the appearance of NMREAP, but the functionalities and access stayed similar. Around mid-year I will send out a “refresher” to all of the subscribers on the site and the available training videos and availability of in-person training for staff on setting up in-district accounts, posting jobs, searching, archiving, etc....

MEMBERSHIP DIRECTORY

As of October 3, I have been working on the membership directory annual update for 321 Northern Members/Entities for approximately a week. I sent out individual listings of each position in the member directory for each of the 321 Members/Entities. In just over 1 week I have had an overwhelming response and have updated over 50% of the northern members, with them still coming in and pending update in my in-box. This is the third year I have used the “mail-merge” option from the export from the directory. In the absence of member access to update, this has been the most efficient format to get the proper information in the hands of the members and back into my hands!

In addition to it being relevant to have current contact information for all the position types we track, I receive a few phone calls, every year, from smaller entities that only use us “once in a blue moon” asking for refreshed information on who we are and how we can help.

Other

I have updated the strategic plans, as necessary. The goals/actions continue to focus on member services and support, training, and maintenance of a viable membership directory for general contacts of every member/entity.

Jim and I provided information to leadership regarding purchasing cooperatives and opportunities in a number of states. Robin and Gustavo have taken initiative in Idaho to see about venturing into that market. Am sure further reports will be made from those pushing forward.

STRATEGIC PLAN OUTLINE FOR NORTHERN SERVICES (Modified for 2024-25)

Below is the basic outline of Northern Services Goals and Strategies in the Strategic Plan – Action Plan. My report (above) stands and is reflective of efforts to address these action goals and strategies at this time. The strategic plan has been updated to day, including 90-day reporting. The new strategic plan has also been reviewed and 2024-25 goals in development for all departments.

1. Provide, enhance, customize personal approach to Member Services Regions 1, 2, 3, 4N, and 5.
 - a. Make regular site visits to each region, at least quarterly, and call on each member/PE 1-2 times per year.
 - b. Regular mass notifications related to DP Accounts, Bluebook Access. Contact lists (Annual updates)
 - c. Continue providing in-person and on-line Digital Bluebook training, working with Jim when appropriate, especially when process changes occur.
 - d. Regularly review DP and Traditional Purchasing for use in the field, working with active members/PE’s and to increase promotion of CES with all Members/PE’s.
2. Provide support to departments and promote service programs (ALD, LEAP, TAP, Site)
 - a. Follow up on all requests from Business Office for Member Services related to purchasing contracts.
 - b. Follow up on all requests from the Procurement Office related to Vendor services.
 - c. Assist in mass mail-outs to key contacts for TAP, SITE, LEAP, Contracts, Ancillary, etc....
 - d. Maintain Directory and an updated Superintendent list for emergency contacts.
3. Promote subscriptions. Training viability and enhancements.
 - a. Provide continued support to all subscribers for access to and use of NMREAP for job posting and applicant searches.
 - b. Maintain database of subscriptions, including renewal status, PO status, Invoicing status, and payment status. Work with Purchasing Specialist assigned to processing POs for invoicing.
 - c. Continue marketing NMREAP subscription services with all districts and charters.

d. Ensure the NMPED continues to distribute NMREAP information with all licensure applications.

4. Related to the New Expansion Goal (#3), Jim and Paul will develop a plan and research the following for identified states:

- a. Research Procurement Rules/Regs/Processes
- b. Procurement needs and current in-state options

CES Technology Report for Executive Committee
October 14, 2024

Upgraded all devices to Windows 11 and training completed. All CES users are now using Microsoft Authenticator for accessing Microsoft 365 resources. All efforts are geared towards 100% cloud for all CES users by the time we launch Microsoft Dynamics 365 BC (Business Central) and TORQ.

As for D365BC, we had several SVD (Solution Document Verification) meetings with RSM regarding our CES process and use-case. The overall goal is to use D365BC as the “standard accounting control process”, and the processes that reside in eProcurement, Bluebook, SharePoint, Image Silo, FileMaker will be developed in TORQ.

As for TORQ, we have had several working sessions with Sagecor to use their Tetricor license to develop a proof-of-concept for the new Bluebook with test members, test vendors, related contracts/contacts/submission forms. The goal of rapid prototyping is to determine the feasibility of full Bluebook, with Member integration, in alignment with the D365BC implementation phase (scheduled for 10/1/24 thru 3/12/25)

This, along with our CES+ branding, building out a new data lake, THEN leveraging AI, is going to put CES on a new level.

All of this leads to goal 3 in the strategic plan: Establish CES Cooperative contracts as the preferred procurement solution for external state agencies by showcasing the cost savings, efficiency, and quality benefits, leading to increased adoption and utilization across multiple states.

Administrative Report - Jim Barentine
Executive Committee Meeting
October 2024

The Southern focus of site visits has been upon Regions 4S, 7, and 8. I have explored with members ideas around directed procurement, collaborations, staff trainings, and vendor recruitment/feedback/use, to name the most prevalent activities. Lots of members have had questions related to locating sources for goods or services, and I continue to supply help and training as needed to entities' personnel needing access to the Bluebook and contracts, plus specific purchasing support for the CES business office.

At the time of this writing, I find myself beginning the periodic updating of key contacts with our members. I work to keep current information so that communications regarding professional development, products, and services are better directed to the appropriate personnel at the member organizations. Some of these reference lists are quite simple, having 3-5 individuals and their contact information; others can be lists 2-3 pages in length. I deeply appreciate the friendly and courteous support provided by nearly every member organization in this effort.

With Tara Summers replacing Aaron Gonzales as the Media Specialist, Media and Social Media work continues successfully. We are still "feeling" our way through the project transition. In addition to continual Social Media postings and engagement, we have produced TAP webinars and videos and documents for the professional development parts of CES. Fliers to support general CES marketing, Ancillary, Professional Development, CES JOC, etc., have been developed and are in active use in the field. We continue to refine and develop replacement and new videos to support various functions of CES.

We appreciate the continued support of our Board members in helping to drive the use of CES programs and resources for their organizations. Anything we can do to make that more feasible for you in your roles, we would be glad to explore. Marketing and collaboration efforts have continued, occurring as a combination of in-person, virtual, and hybrid. Meetings and conferences include:

- NMCEL Summer Conference (Albuquerque)
- NM Municipal League Annual Conference (Clovis)
- Regional CES Meetings (Roswell, Ruidoso, Gadsden, Las Cruces, Albuquerque, Carlsbad)
- Regional NMSBA Meetings (Tatum, Animas)
- NMASBO Fall Conference (Albuquerque)
- Various meetings with contracted and potential vendors
- Various meetings/trainings with members and potential members

Executive Committee Meeting
 Prepared by Yvonne Tabet
 Director of Human Resources

The Human Resources Department, this quarter has focused on all aspects of hiring for all job classifications for CES, mainly for Ancillary. Being that school districts are preparing earlier for the start of school; new personnel are being hired earlier. 23 Ancillary, 17 Professional Services, 6 Office Staff for a total of 46 New Hires processed through the Human Resources Department. This includes New Hire Paperwork (Checkr Background, W4, Direct Deposit Form/Voided Check, EEOC, I9 Form) for all classifications and additional processes for Ancillary personnel include: HB 128 Backgrounds, Vector Training Videos and NMPSIA Benefits. Additionally, NMPSIA rolled out a new Online Enrollment System in which employees self-enroll for benefits after Human Resources office enrolls employee in Basic Life Insurance. This entailed creating step-by-step instructions for New Hires to create log in, enroll in benefits, add beneficiaries and upload supporting documentation, such as, marriage certificates and/or birth certificates. Out of the 46 New Hires, thirteen opted into CES benefits: 9 Ancillary and 4 Office Staff.

In addition, First Financial Group of America Open Enrollment was from August 1-August 30, 2024. This gives CES employees the opportunity to enroll and continue in the Flexible Spending Account and in the Section 125 Cafeteria Plan. Karrah Hester, FFGA Representative was available to CES on August 14 & 15 to serve CES Office Staff and Ancillary staff.

Below are the most recent employees to join CES in the various categories from June 28, 2024-October 1, 2024.

Office Staff

Name	Position
James Thad Phipps	Construction Specialist
Tim Flores	LEAP Facilitator
Suzanne Zamora	LEAP Coach
Sonia Trujillo	LEAP Coach
Tara Jean Summers	Professional Services/Media Content Specialist
Angela Valadez	Procurement Administrative Assistant

Ancillary Staff

Name	Position
Abigail Fajardo	Speech Language Pathologist
Alana Riddle-Lantz	School Psychologist
Amy DeBernardi	School Psychologist
Camille Nolasco	Speech Language Pathologist
C. Dyane Williams	Occupational Therapist
Emily Mathis	School Psychologist
Jasmin Tellez	School Psychologist
Jody Martinez	Diagnostician
Joyce Fenedick	Speech Language Pathologist
Lisa Moore	Diagnostician
Lucia Parra	Speech Language Pathologist
Marcella Acevedo	School Psychologist
Maria Darst	Speech Language Pathologist

Meredith Faith	School Psychologist
Michella Conrad	Diagnostician
Omar Vega	Diagnostician
Rachel Crone	COTA
Robert Chapman	Social Worker
Robyn Mass	Diagnostician
Suzette Sandoval	Diagnostician/School Psychologist
Xan Creighton	Psychologist
Kassandra Dean	Psychologist

Professional Services

Name	Position
Heidi Brown	Professional Services-TAP
Melanie Maestas	Professional Services
Ashley Villafane Hernandez	Professional Services
Kerri Hestand	Professional Services
Danielle Lane	Professional Services
Jodie Maestas	Professional Services
Meagn Willoughby	Professional Services-TAP
Mireya Gonzalez	Professional Services
Patricia Marquez	Professional Services-SITE
Amy Florez	Professional Services
Denise Cannon	Professional Services-SITE
Mark Gonzalez	Professional Services
Jennifer Sams	Professional Services
Maricela Rincon	Professional Services-LEAP
Peter Hinojos	Professional Services
Stefeni Becerra	Professional Services
Joely Trujillo	Professional Services

June 28, 2024-October 1, 2024

Quarter 1 New Hire numbers compared to 2023-2024 Fiscal Year New Hire numbers by Employee Classifications

Ancillary	Professional Services	Office Staff	EANS	Occasional	Total
23	17	6	0	0	46
38	39	16	13	0	106

Administrative Action Items – David Chavez

- (a) Request acceptance of a \$50,000 grant from the Thornburg Foundation to support the Six Year Study.
- (b) Chelsey Bradley – Chief of Research and Evaluation, AAIS

Cooperative Educational Services

Executive Committee Meeting

October 1, 2024

Item IX.B.1 Personnel Report-Yvonne Tabet

June 29, 2024-October 1, 2024

Staff Resignations/Terminations/Non-Renewal

- Amanda Winter LEAP Facilitator
- Brittany Gallegos Ancillary
- Barbara Van Valen Ancillary
- Jacque Schneider Ancillary
- Christina Montoya Ancillary
- Robin Valdez Ancillary
- Jennifer Keeran Ancillary
- Nicole Monette Ancillary
- Martha Chavez Ancillary
- Selwa Rahal-Strassner Ancillary
- Susanne Ulibarri Ancillary
- Aaron Gonzales Media Content Specialist
- Angelica Monclova Office
- Jennifer Uebelhoer-Carr LEAP Coach

New Staff Contracts Received for 2023-2024

- Heidi Brown Professional Services-TAP
- Melanie Meastas Professional Services
- Ashley Vellafane Hernandez Professional Services
- James Thad Phipps Construction Specialist
- Kerri Hestand Professional Services
- Danielle Lane Professional Services
- Jodie Maestas Professional Services
- Tim Flores LEAP Facilitator
- Sonia Trujillo LEAP Coach
- Suzanne Zamora LEAP Coach
- Tim Flores LEAP Facilitator
- Megan Willoughby Professional Services-TAP
- Mireya Gonzalez Professional Services
- Patricia Marquez Professional Services-SITE
- Abigail Fajardo Ancillary
- Alana Riddle-Lantz Ancillary
- Amy DeBernardi Ancillary
- Amy Florez Professional Services

- Camille Nolasco Ancillary
- Cynthia Dayne Williams Ancillary
- Emily Mathis Ancillary
- Erica Chavez Ancillary
- Jasmin Tellez Ancillary
- Jody Martinez Ancillary
- Joyce Fenedick Ancillary
- Lisa Moore Ancillary
- Lucia Parra Ancillary
- Marcella Acevedo Ancillary
- Maria Darst Ancillary
- Meredith Faith Ancillary
- Michella Conrad Ancillary
- Omar Vega Ancillary
- Rachel Crone Ancillary
- Robert Chapman Ancillary
- Robyn Mass Ancillary
- Suzett Sandoval Ancillary
- Xan Creighton Ancillary
- Denise Cannon Professional Services-SITE
- Mark Gonzales Professional Services
- Mark Hamilton Professional Services
- Cassandra Dean Ancillary
- Jennifer Sams Professional Services
- Tara Jean Summers Professional Services/Media Specialist
- Angela Valadez Procurement Administrative Assistant
- Maricela Rincon Professional Services-LEAP
- Peter Hinojos Professional Services
- Stefeni Becerra Professional Services
- Mohamed Al-Hussaini Procurement Contract Specialist
- Joely Trujillo Professional Services
- Jeanne Rayburn Receptionist

**COOPERATIVE EDUCATIONAL SERVICES
CHECK REGISTER**

June 30, 2024 through September 30, 2024

Check Number	Date	Payee	Amount
241533	6/28/2024	42 Construction LLC	2,650.12
241534	6/28/2024	Aaron Gonzales	770.77
241535	6/28/2024	Adan Delgado	190.56
241536	6/28/2024	AFLAC	3,977.30
241537	6/28/2024	Allstate Benefits	115.18
241538	6/28/2024	American Alliance for Innovative Systems	149,800.00
241539	6/28/2024	American Fidelity Assurance Co	938.34
241540	6/28/2024	Control and Equipment Company	24,471.50
241541	6/28/2024	Coyote Cabling	493.83
241542	6/28/2024	EPS Learning	16,073.31
241543	6/28/2024	ESA Construction Inc	80,566.28
241544	6/28/2024	Facility Solutions Group	35,860.01
241545	6/28/2024	Daiohs	162.75
241546	6/28/2024	First Financial Administrators, Inc.	2,561.35
241547	6/28/2024	Four Rivers, Inc.	207,601.04
241548	6/28/2024	GoTo Communications	795.42
241549	6/28/2024	Grants/Cibola County Schools	6,681.84
241550	6/28/2024	VOID	15,133.68
241551	6/28/2024	Hellas Construction, Inc.	11,576.28
241552	6/28/2024	Lunar Information Technologies LLC	13,566.27
241553	6/28/2024	May Center for Learning	19,000.00
241554	6/28/2024	McGraw Hill, LLC	26,774.39
241555	6/28/2024	A Mountain Professional Construction LLC	895,480.09
241556	6/28/2024	Nina J. Morel	4,000.00
241557	6/28/2024	The Playwell Group, Inc.	905.55
241558	6/28/2024	Rising Sun Technologies	24,512.02
241559	6/28/2024	San Juan College	369,767.57
241560	6/28/2024	Staples	460.58
241561	6/28/2024	Staples	27,363.44
241562	6/28/2024	United States Postal Service	148.73
241563	6/28/2024	United Way of North Central New Mexico, Inc.	500.00
241564	6/28/2024	Village of Cloudcroft	10,163.37
241565	6/28/2024	Wizer Electric LLC	108,243.93
241566	6/28/2024	Albuquerque Boca Hotel Ltd, Partnership	539.46
241567	6/28/2024	VOID	-
241568	6/28/2024	VOID	-
241569	6/28/2024	VOID	-
241570	6/28/2024	VOID	-
241571	6/28/2024	VOID	-
241572	6/28/2024	VOID	-
241573	6/28/2024	VOID	-
241574	6/28/2024	VOID	-
241575	6/28/2024	VOID	-
241576	6/28/2024	VOID	-
241577	6/28/2024	VOID	-
241578	6/28/2024	VOID	-
241579	6/28/2024	VOID	-
241580	6/28/2024	VOID	-
241581	6/28/2024	VOID	-
241582	6/28/2024	VOID	-

241583	6/28/2024 VOID	-
241584	6/28/2024 VOID	-
241585	6/28/2024 VOID	-
241586	6/28/2024 VOID	-
241587	7/3/2024 A-Com Technologies LLC	12,223.63
241588	7/3/2024 The Aisling Company	513,262.79
241589	7/3/2024 Apex Technologies LLC	38,218.87
241590	7/3/2024 Constructors & Associates, Inc.	50,034.87
241591	7/3/2024 Coyote Cabling	85,418.26
241592	7/3/2024 Cypress Communication Systems LLC	33,662.96
241593	7/3/2024 Conti Energy Control LLC	5,458.32
241594	7/3/2024 ESA Construction Inc	1,137,291.19
241595	7/3/2024 Four Rivers, Inc.	683,456.79
241596	7/3/2024 Hansen & Prezzano/Builders LLC	66,294.33
241597	7/3/2024 Industrial Mechanical Inc.	12,986.67
241598	7/3/2024 JGF Built, LLC	21,505.72
241599	7/3/2024 JDR & Associates	126,533.13
241600	7/3/2024 Moutain Vector Energy	69,760.31
241601	7/3/2024 Polson & Grady Ltd.	47,195.14
241602	7/3/2024 Romtec Inc.	35,776.66
241603	7/3/2024 Southwest Abatement Inc	36,822.10
241604	7/3/2024 Southwest Hazard Control Inc	21,534.39
241605	7/3/2024 Vigil & Associates Architectural Group PC	2,130.17
241606	7/3/2024 Wizer Electric LLC	68,921.40
241607	7/12/2024 42 Construction LLC	16,754.04
241608	7/12/2024 AAA Restoration & Construction Services, Inc.	38,024.98
241609	7/12/2024 Access Communication Group LLC	18,801.98
241610	7/12/2024 Albuquerque Publishing Company	202.29
241611	7/12/2024 AT&T Mobility	445.85
241612	7/12/2024 Bridgers & Paxton Consulting Engineers	49,183.21
241613	7/12/2024 City of Tucumcari	34,141.67
241614	7/12/2024 Coyote Cabling	1,602.06
241615	7/12/2024 Education Plus	33,385.00
241616	7/12/2024 EPS Learning	102,281.17
241617	7/12/2024 ESA Construction Inc	68,124.10
241618	7/12/2024 Exhib-it!	6,432.52
241619	7/12/2024 Federal Express Corp	51.83
241620	7/12/2024 Floor Tech Contracting LLC	58,627.31
241621	7/12/2024 Great Western Specialty Systems, Inc.	10,093.83
241622	7/12/2024 Lente's Painting, Inc.	6,509.04
241623	7/12/2024 Lobo Internet Services	495.00
241624	7/12/2024 Millennium Commworld	2,029.33
241625	7/12/2024 A Mountain Professional Construction LLC	1,905,699.00
241626	7/12/2024 New Mexico Gas Company	49.97
241627	7/12/2024 New Mexico Association of School Business Officials	15,000.00
241628	7/12/2024 PNM	2,662.15
241629	7/12/2024 RSM	180.00
241630	7/12/2024 Safeguard Business Systems	118.94
241631	7/12/2024 Sagecore Technologies	4,907.70
241632	7/12/2024 Southwest Hazard Control Inc	231,851.50
241633	7/12/2024 Team Builders Plus	549.12
241634	7/12/2024 Van Amberg, Rogers, Yepa & Abeita LLP	1,371.28
241635	7/12/2024 Verizon Wireless	938.10
241636	7/12/2024 Wenger Corporation	571.28
241637	7/12/2024 CenturyLink	73.75
241638	7/12/2024 CenturyLink	2,189.23

241639	7/12/2024	Constructors & Associates, Inc.	200,948.69
241640	7/22/2024	42 Construction LLC	464,619.72
241641	7/22/2024	Apex Education, Inc.	55,308.64
241642	7/22/2024	EPS Learning	1,099.14
241643	7/22/2024	ESA Construction Inc	791,511.91
241644	7/22/2024	Four Rivers, Inc.	39,068.78
241645	7/22/2024	General Hydronics Utilities LLC	106,084.95
241646	7/22/2024	Hansen & Prezzano/Builders LLC	36,782.23
241647	7/22/2024	Havona Environmental, Inc.	2,995.56
241648	7/22/2024	JDR & Associates	172,470.87
241649	7/22/2024	Johnson Controls Security Solutions	5,228.25
241650	7/22/2024	Lunar Information Technologies LLC	13,183.76
241651	7/22/2024	A Mountain Professional Construction LLC	12,199.05
241652	7/22/2024	Moutain Vector Energy	4,945.87
241653	7/22/2024	TeleData Technologies	10,113.19
241654	7/22/2024	Terracon Consultants	2,513.54
241655	7/22/2024	The Tint & Trim Factory	19,038.37
241656	7/22/2024	New Mexico Highlands University	1,600.00
241657	7/26/2024	Advertising Inc.	40,190.96
241658	7/26/2024	Access Communication Group LLC	63,987.16
241659	7/26/2024	Alb Bernalillo Co Water Utility Author	697.97
241660	7/26/2024	Amplify Education, Inc.	7,036.47
241661	7/26/2024	Apex Technologies LLC	44,444.44
241662	7/26/2024	AT&T Mobility	626.90
241663	7/26/2024	CenturyLink	1,481.21
241664	7/26/2024	Constructors Inc	51,307.97
241665	7/26/2024	Conti Energy Control LLC	27,579.02
241666	7/26/2024	EPS Learning	32,058.02
241667	7/26/2024	ESA Construction Inc	40,735.72
241668	7/26/2024	Daiohs	566.60
241669	7/26/2024	Instructure, Inc.	41,392.58
241670	7/26/2024	JC Electrical Service, LLC	27,669.01
241671	7/26/2024	GoTo Communications	802.18
241672	7/26/2024	Julie M Trappett	1,000.00
241673	7/26/2024	MFLL, Inc. dba Melloy Ford	54,550.78
241674	7/26/2024	Monte Del Sol Charter	2,728.08
241675	7/26/2024	Moutain Vector Energy	17,929.73
241676	7/26/2024	New Mexico Gas Company	52.81
241677	7/26/2024	New Mexico School Boards Association	4,270.51
241678	7/26/2024	Dry Fly Enterprises, Inc.DBA Nube Group	6,926.58
241679	7/26/2024	NCS Pearson Inc.	5,449.47
241680	7/26/2024	Rio Gallinas School for Ecology and the Arts	14.09
241681	7/26/2024	Riverside Insights	779.77
241682	7/26/2024	RSM	3,841.98
241683	7/26/2024	Safeguard Business Systems	2,372.80
241684	7/26/2024	Socorro Consolidated Schools	224.96
241685	7/26/2024	Truly Nolen	87.18
241686	7/26/2024	Van Amberg, Rogers, Yepa & Abeita LLP	991.54
241687	7/26/2024	Verizon Wireless	1,186.17
241688	7/26/2024	Victoria's Sunset LLC	2,905.97
241689	7/26/2024	Yearout Mechanical	1,186.57
241690	8/1/2024	Sanchez Demolition, Inc.	592,333.09
241691	8/2/2024	A-Com Technologies LLC	100,590.76
241692	8/2/2024	AFLAC	3,894.10
241693	8/2/2024	Allstate Benefits	115.18
241694	8/2/2024	Albuquerque Asphalt, Inc.	87,378.22

241695	8/2/2024 American Fidelity Assurance Co	82.74
241696	8/2/2024 Carver Electric, LLC	101,353.28
241697	8/2/2024 Coyote Cabling	13,653.67
241698	8/2/2024 EPS Learning	9,499.57
241699	8/2/2024 ESA Construction Inc	161,852.72
241700	8/2/2024 First Financial Administrators, Inc.	2,561.35
241701	8/2/2024 Floor Tech Contracting LLC	23,252.17
241702	8/2/2024 Four Rivers, Inc.	131,340.60
241703	8/2/2024 Greer Stafford/SJCF Architecture Inc	7,398.23
241704	8/2/2024 Lente's Painting, Inc.	1,611.00
241705	8/2/2024 New Image Construction	5,551.29
241706	8/2/2024 NM State University	1,753.35
241707	8/2/2024 PNM	3,295.22
241708	8/2/2024 Power Line Technologies	684,692.04
241709	8/2/2024 Rocky Mountain Turf Solutions, Inc.	440,003.92
241710	8/2/2024 RMKM Architecture, P.C.	2,422.00
241711	8/2/2024 United Way of North Central New Mexico, Inc.	150.00
241712	8/2/2024 Nickolas Baird	3,000.00
241713	8/9/2024 Be A Waymaker, LLC	3,700.00
241714	8/9/2024 Coyote Cabling	61,711.46
241715	8/9/2024 Dynamic Ideas LLC	75,061.73
241716	8/9/2024 Daiohs	88.00
241717	8/9/2024 Floor Tech Contracting LLC	37,500.09
241718	8/9/2024 Hansen & Prezzano/Builders LLC	47,854.48
241719	8/9/2024 Holmans USA	2,086.21
241720	8/9/2024 Mans Construction Company	65,782.66
241721	8/9/2024 Moutain Vector Energy	38,893.85
241722	8/9/2024 RMKM Architecture, P.C.	4,416.23
241723	8/9/2024 Terracon Consultants	4,712.91
241724	8/9/2024 Yearout Energy Services Co LLC	128,296.47
241725	8/16/2024 AAA Restoration & Construction Services, Inc.	147,263.43
241726	8/16/2024 A-Com Technologies LLC	179,656.47
241727	8/16/2024 Alb Bernalillo Co Water Utility Author	774.07
241728	8/16/2024 Black Duck	469.25
241729	8/16/2024 EPS Learning	5,701.92
241730	8/16/2024 Floor Tech Contracting LLC	56,229.53
241731	8/16/2024 Four Rivers, Inc.	108,411.07
241732	8/16/2024 Lobo Internet Services	495.00
241733	8/16/2024 Polson & Grady Ltd.	50,960.02
241734	8/16/2024 Quadiant Leasing USA, Inc.	259.86
241735	8/16/2024 Southwest Hazard Control Inc	56,042.49
241736	8/16/2024 United States Postal Service	150.03
241737	8/16/2024 GoTo Communications	781.91
241738	8/23/2024 A-Com Technologies LLC	26,653.01
241739	8/23/2024 Albuquerque Asphalt, Inc.	208,125.07
241740	8/23/2024 Cengage Learning, Inc.	353.99
241741	8/23/2024 Constructors & Associates, Inc.	82,693.38
241742	8/23/2024 Coyote Cabling	111,564.35
241743	8/23/2024 Eddy County	8,096.20
241744	8/23/2024 Conti Energy Control LLC	1,493.39
241745	8/23/2024 EPS Learning	1,908.84
241746	8/23/2024 ESA Construction Inc	11,556.97
241747	8/23/2024 Daiohs	162.75
241748	8/23/2024 Idaho Association of Counties	10,000.00
241749	8/23/2024 JGF Built, LLC	18,820.36
241750	8/23/2024 Mark Armijo Academy	3,857.77

241751	8/23/2024	Mission Achievement and Success Charter School	50,000.00
241752	8/23/2024	Mountain States Constructors, Inc.	84,933.89
241753	8/23/2024	Moutain Vector Energy	15,521.37
241754	8/23/2024	New Mexico Activities Association	15,000.00
241755	8/23/2024	New Mexico School Boards Association	5,000.00
241756	8/23/2024	Patricia Marquez	114.40
241757	8/23/2024	Public Charter Schools of New Mexico	1,250.00
241758	8/23/2024	Rader Awning & Upholstery, Inc.	7,862.00
241759	8/23/2024	Real Time Solutions Inc	618.84
241760	8/23/2024	Rocky Mountain Turf Solutions, Inc.	156,914.22
241761	8/23/2024	Smithco Construction	295,362.35
241762	8/23/2024	Vigil & Associates Architectural Group PC	32,332.64
241763	8/23/2024	Wizer Electric LLC	18,830.36
241764	8/23/2024	Zoom Video Communications, Inc.	107.63
241765	8/30/2024	42 Construction LLC	72,944.99
241766	8/30/2024	AAA Restoration & Construction Services, Inc.	82,782.21
241767	8/30/2024	AFLAC	3,894.10
241768	8/30/2024	Allstate Benefits	115.18
241769	8/30/2024	American Fidelity Assurance Co	82.74
241770	8/30/2024	Alamo Navajo School Board Inc	3,975.44
241771	8/30/2024	AT&T Mobility	625.45
241772	8/30/2024	Coyote Cabling	31,213.53
241773	8/30/2024	EPS Learning	1,817.97
241774	8/30/2024	ESA Construction Inc	504,933.52
241775	8/30/2024	First Financial Administrators, Inc.	2,561.35
241776	8/30/2024	JDR & Associates	390,595.86
241777	8/30/2024	K. Barnett & Sons, Inc.	415,290.57
241778	8/30/2024	Lente's Painting, Inc.	9,606.17
241779	8/30/2024	Mobilease Modular Space Inc	1,027,886.43
241780	8/30/2024	Moutain Vector Energy	18,894.59
241781	8/30/2024	New Mexico Gas Company	63.47
241782	8/30/2024	PNM	3,596.70
241783	8/30/2024	Robert Flanders	567.07
241784	8/30/2024	Spellbring Construction, Inc.	168,393.34
241785	8/30/2024	Suzanne Zamora	196.04
241786	8/30/2024	United Way of North Central New Mexico, Inc.	150.00
241787	8/30/2024	Van Amberg, Rogers, Yepa & Abeita LLP	126.58
241788	8/30/2024	Verizon Wireless	10.05
241789	8/30/2024	Village of Cloudcroft	198,849.63
241790	8/30/2024	Wenger Corporation	11,284.82
241791	8/30/2024	Western Mechanical Co, Inc.	212,519.25
241792	8/30/2024	William Cervantes Enterprises, Inc.	25,211.80
241793	9/6/2024	A-Com Technologies LLC	24,491.25
241794	9/6/2024	Albuquerque Cabling	49,759.55
241795	9/6/2024	Constructors & Associates, Inc.	82,693.38
241796	9/6/2024	Four Rivers, Inc.	64,197.53
241797	9/6/2024	Fulkerson Plumbing & Heating Company, Inc.	12,365.92
241798	9/6/2024	Hansen & Prezzano/Builders LLC	38,904.60
241799	9/6/2024	Johnson Controls	4,026.27
241800	9/6/2024	Millennium Commworld	654,655.76
241801	9/6/2024	Polson & Grady Ltd.	109,163.73
241802	9/6/2024	Sanchez Demolition, Inc.	186,802.13
241803	9/6/2024	Terracon Consultants	2,979.17
241804	9/6/2024	Vigil & Associates Architectural Group PC	23,278.97
241805	9/6/2024	Nine Degrees Construction, LLC	54,986.03
241806	9/13/2024	A-Com Technologies LLC	58,712.15

241807	9/13/2024 Apex Technologies LLC	25,441.24
241808	9/13/2024 ESA Construction Inc	769,211.22
241809	9/13/2024 Floor Tech Contracting LLC	16,780.86
241810	9/13/2024 George D Dudley Jr.	22,938.75
241811	9/13/2024 VOID	-
241812	9/13/2024 JC Electrical Service, LLC	104,468.56
241813	9/13/2024 Johnson Controls	27,618.75
241814	9/13/2024 Moutain Vector Energy	13,500.49
241815	9/13/2024 Polson & Grady Ltd.	32,145.79
241816	9/13/2024 Rising Sun Technologies	5,108.31
241817	9/13/2024 The Tint & Trim Factory	25,092.54
241818	9/20/2024 Advertising Inc.	1,504.76
241819	9/20/2024 Alb Bernalillo Co Water Utility Author	774.41
241820	9/20/2024 Central Consolidated Schools	26,796.67
241821	9/20/2024 CenturyLink	1,234.13
241822	9/20/2024 Charley Carroll	348.40
241823	9/20/2024 Clovis Municipal Schools	26,796.67
241824	9/20/2024 City of Portales	3,548.04
241825	9/20/2024 Control and Equipment Company	51,597.10
241826	9/20/2024 Embassy Suites Albuquerque Hotel and Spa	10,833.12
241827	9/20/2024 ESA Construction Inc	139,147.52
241828	9/20/2024 Daiohs	88.00
241829	9/20/2024 Genuine Food Lab, LLC	280.00
241830	9/20/2024 GoTo Communications	760.83
241831	9/20/2024 Greer Stafford/SJCF Architecture Inc	7,398.21
241832	9/20/2024 Guadalupe Mountain Fencing LLC	59,887.18
241833	9/20/2024 Jaramillo Accounting Group LLC	16,143.75
241834	9/20/2024 La Academia de Esperanza	454.67
241835	9/20/2024 Moriarty-Edgewood School District	26,796.67
241836	9/20/2024 Mountain States Constructors, Inc.	1,239,933.22
241837	9/20/2024 NM Coalition of Educational Leaders	500.00
241838	9/20/2024 NM State University	1,410.32
241839	9/20/2024 Portales Municipal Schools	26,796.67
241840	9/20/2024 Rio Rancho Public Schools	53,593.34
241841	9/20/2024 Roswell Independent School District	24.29
241842	9/20/2024 RSM	901.35
241843	9/20/2024 San Jon Schools	13,194.55
241844	9/20/2024 Southwest Regional Education Cooperative	60.00
241845	9/20/2024 Suzanne Zamora	72.80
241846	9/20/2024 United States Postal Service	213.64
241847	9/20/2024 Victoria's Sunset LLC	5,750.39
241848	9/20/2024 Vigil & Associates Architectural Group PC	21,454.20
241849	9/20/2024 Wagner Equipment Co.	1,057.31
241850	9/20/2024 Yearout Mechanical	632.84
241851	9/27/2024 AAA Restoration & Construction Services, Inc.	73,623.80
241852	9/27/2024 Albuquerque Asphalt, Inc.	582,260.27
241853	9/27/2024 Albuquerque Cabling	10,049.05
241854	9/27/2024 Amplify Education, Inc.	2,845.44
241855	9/27/2024 Cengage Learning, Inc.	263.73
241856	9/27/2024 Coyote Cabling	150,952.46
241857	9/27/2024 Crosstown Construction & Trucking, LLC	32,386.42
241858	9/27/2024 DVL Group, Inc.	102,913.58
241859	9/27/2024 e3 MSR West	882.50
241860	9/27/2024 EPS Learning	1,297.57
241861	9/27/2024 ESA Construction Inc	137,627.51
241862	9/27/2024 Hansen & Prezzano/Builders LLC	2,614.87

241863	9/27/2024	Havona Environmental, Inc.	5,113.57
241864	9/27/2024	J29 Enterprises, LLC	19,888.28
241865	9/27/2024	Las Cruces Public Schools	10,487.50
241866	9/27/2024	Upchurch Enterprises DBA Mark's Plumbing	2,818.34
241867	9/27/2024	McGraw Hill, LLC	21,716.63
241868	9/27/2024	Nine Degrees Construction, LLC	8,291.87
241869	9/27/2024	Dry Fly Enterprises, Inc.DBA Nube Group	6,858.94
241870	9/27/2024	PRO-ED, Inc.	1,351.25
241871	9/27/2024	Rader Awning & Upholstery, Inc.	63,190.00
241872	9/27/2024	Riverside Insights	19,516.15
241873	9/27/2024	RSM	90,831.22
241874	9/27/2024	Sagecore Technologies	7,489.62
241875	9/27/2024	Sand Digging It Landscapes, Inc.	42,608.16
241876	9/27/2024	Santa Fe Community College	751.50
241877	9/27/2024	Staples	8,530.36
241878	9/27/2024	Truly Nolen	174.36
241879	9/27/2024	Western Mechanical Co, Inc.	91,016.28

347

23,630,533.11

Approved this _____ day of _____, 2024

Attest:

President, Executive Committee

Cooperative Educational Services
STATEMENT OF NET ASSETS
For the Two Months Ending Saturday, August 31, 2024

CASH	
Operating BOA	\$21,820,261.33
OSI Account	329,882.62
Petty Cash	200.00
TOTAL CASH	<u>22,150,343.95</u>
ACCOUNTS RECEIVABLE	31,530,647.32
Lease Receivable Current Portion	60,748.00
PREPAID EXPENSES	252,872.48
ACCRUED REVENUE	0.00
OTHER RECEIVABLES	0.00
TOTAL CURRENT ASSETS	<u>53,994,611.75</u>
EQUIPMENT	
Ancillary	0.00
Accum Dep Anc	0.00
Furnishings	941,317.42
Accum Dep Furn	(602,506.97)
Vehicles	336,558.46
Accum Dep Veh	(166,691.93)
Software	85,923.12
Accum Dep Software	(79,949.36)
NET EQUIPMENT	<u>514,650.74</u>
PROPERTY	
Land	410,888.64
Building 4216	296,135.47
Building 10601	5,475,285.45
Accum Dep Bldg 4216	(233,667.47)
Accum Dep Bldg 10601	(470,539.62)
Improvements 4216	671,194.70
Accum Dep Imp 4216	(522,626.66)
Improvements 10601	229,407.35
Accum Dep Imp 10601	(8,049.37)
NET PROPERTY	<u>5,848,028.49</u>
TOTAL EQUIPMENT & PROPERTY	<u>6,362,679.23</u>
OTHER ASSETS	
Investment in SSC	0.00
Lease Receivable Noncurrent Portion	1,106,971.00
TOTAL OTHER ASSETS	<u>1,106,971.00</u>
TOTAL ASSETS	<u>\$61,464,261.98</u>

ACCOUNTS PAYABLE	38,493,908.88
ACCRUED EXPENSES	
Ancillary Payroll	0.00
Expenses	0.00
Compensated Absences	188,432.79
TOTAL ACCRUED EXPENSES	<u>188,432.79</u>
SUMMER INSURANCE PREMIUMS	15,521.23
PAYROLL TAXES PAYABLE	10,626.13
EMPLOYEE BENEFITS PAYABLE	3,278.69
AEPA	0.00
MEMBER CREDIT LIABILITY	391,733.96
DEFERRED REVENUE	329,611.86
Mortgage Payable	4,352,654.44
Mortgage Payable - Current Portion	314,808.23
PPP Loan	0.00
Fiscal Agency Liability - NMPFMA	31,825.29
TOTAL LIABILITIES	<u>44,132,401.50</u>
Deferred Inflows Leases	1,148,378.00
NET ASSETS	15,833,956.45
CURRENT CHNG in NET ASSETS-PROFIT/(LOSS)	349,526.03
TOTAL NET ASSETS	<u>16,183,482.48</u>
TOTAL LIABILITIES & NET ASSETS	\$61,464,261.98

Cooperative Educational Services
STATEMENT of REVENUES, EXPENSES and CHANGES in FUND NET

For the Two Months Ending Saturday, August 31, 2024

	August	YTD
EXTRAORDINARY REVENUE	\$0.00	\$0.00
A/R-A/P CLEARING ACCOUNT	(4.28)	(1,337.65)
	(4.28)	(1,337.65)
INSURANCE		
Insurance-Revenue	0.00	0.00
Insurance Expense	0.00	0.00
	0.00	0.00
Professional Services		
Professional Services-Revenue	214,522.24	282,540.79
Professional Services-Expense	184,377.91	257,872.20
	30,144.33	24,668.59
PLACEMENT SERVICES		
Placement Services-Revenue	44,420.00	57,245.00
Placement Services-Expense	470.20	34,315.45
	43,949.80	22,929.55
MEDICAID		
Medicaid-Revenue	17,871.02	17,883.19
Medicaid-Expense	15,359.31	15,359.31
	2,511.71	2,523.88
FOOD		
Food-Revenue	3,486.45	5,603.39
Food-Expense	0.00	0.00
	3,486.45	5,603.39
PROCUREMENT		
Procurement-Revenue	34,215,867.50	50,116,926.08
Procurement-Expense	33,816,012.52	49,484,821.67
	399,854.98	632,104.41
AEPA		
AEPA-Revenue	150,324.20	418,531.32
AEPA-Expense	133,384.40	385,710.58
	16,939.80	32,820.74
ANCILLARY		
Ancillary-Revenue	838,722.95	861,030.70
Ancillary-Expense	827,946.64	908,366.66
	10,776.31	(47,335.96)
INSERVICES		
Inservices-Revenue	1,600.00	1,600.00
Inservices-Expense	1,819.64	3,603.85
	(219.64)	(2,003.85)
MEETINGS		
Meetings-Revenue	0.00	0.00
Meetings-Expense	979.91	1,940.68
	979.91	1,940.68

	August	YTD
	(979.91)	(1,940.68)
EANS		
EANS-Revenue	0.00	0.00
EANS-Expense	0.00	0.00
	0.00	0.00
ARP EANS		
ARP EANS-Revenue	109,137.65	221,472.23
ARP EANS-Expense	89,268.02	141,054.23
	19,869.63	80,418.00
SITE		
SITE Revenue	2,895.09	2,895.09
SITE Expense	42,907.33	53,249.86
	(40,012.24)	(50,354.77)
TAP		
TAP- Revenue	14,566.50	24,161.42
TAP - Expense	15,155.23	26,214.17
	(588.73)	(2,052.75)
ALD		
ALD Revenue	179,580.00	180,746.56
ALD Expense	39,961.24	59,632.84
	139,618.76	121,113.72
LEAP		
LEAP Revenue	33,422.68	37,922.68
LEAP Expense	102,582.70	180,972.11
	(69,160.02)	(143,049.43)
TQP		
TQP Revenue	0.00	0.00
TQP Expenses	11,493.66	18,451.93
	(11,493.66)	(18,451.93)
BUSINESS OFFICE		
Business Office-Revenue	0.00	0.00
Business Office-Expense	3,896.36	7,657.93
	(3,896.36)	(7,657.93)
EXECUTIVE DIRECTOR		
Executive Director-Revenue	0.00	0.00
Executive Director-Expense	6,544.63	13,265.52
	(6,544.63)	(13,265.52)
HUMAN RESOURCES		
Human Resources-Revenue	0.00	0.00
Human Resources-Expense	13,122.78	26,059.62
	(13,122.78)	(26,059.62)
TECHNOLOGY		
Technology-Revenue	0.00	0.00
Technology-Expense	20,576.86	44,087.80
	(20,576.86)	(44,087.80)
ENTITY		
Entity-Revenue	14,990.63	99,979.83

	<u>August</u>	<u>YTD</u>
Entity-Expense	167,866.45	315,038.19
	(152,875.82)	(215,058.36)
PROFIT/(LOSS)	347,676.84	349,526.03

Sandia Synergy Center
Financial Summary
8/31/2024

	July	August	Change
Cash - WF Operating - SSC	\$0.00	\$0.00	\$0.00
Cash - Security Deposits WF - SSC	0.00	0.00	0.00
Cash - BOA Operating - SSC	1,418,217.66	1,434,380.47	16,162.81
Cash - Security Deposits BOA - SSC	27,574.36	27,583.70	9.34
Accounts Receivable - SSC	11,078.40	17,227.03	6,148.63
Prepaid Expenses - SSC	0.00	0.00	0.00
Fixed Assets	2,863,296.98	2,863,296.98	0.00
Total Assets	4,320,167.40	4,342,488.18	22,320.78
Accounts Payable - SSC	0.00	0.00	0.00
Deferred Rent - SSC	0.00	0.00	0.00
Tenant Deposits - SSC	27,291.03	27,291.03	0.00
Total Liabilities	27,291.03	27,291.03	0.00
Investment form CES	3,250,804.85	3,250,804.85	0.00
Fund Balance - SSC	1,016,100.79	1,016,100.79	0.00
Profit & Loss - SSC	0.00	0.00	0.00
Profit/(Loss)	35,701.73	58,022.51	22,320.78
Total Fund Balance	4,302,607.37	4,324,928.15	22,320.78
Total Liabilities & Fund Balance	4,329,898.40	4,352,219.18	22,320.78
Total Revenue	(39,765.42)	(74,622.86)	(34,857.44)
Total Expense	4,063.69	16,600.35	12,536.66
(Profit)/Loss	(35,701.73)	(58,022.51)	(22,320.78)
Revenue - Rent - SSC	(28,141.05)	(51,267.13)	(23,126.08)
Revenue - Passthru Maintenance - SSC	0.00	0.00	0.00
Revenue - Passthru Electricity - SSC	(725.74)	(1,523.81)	(798.07)
Revenue - CAM - SSC	(7,274.02)	(14,548.04)	(7,274.02)
Revenue - Interest Tenant Deposits - SSC	(8.34)	(17.68)	(9.34)
Revenue - Misc - SSC	0.00	0.00	0.00
Revenue - Interest - SSC	0.00	0.00	0.00
Revenue - Investment - SSC	(3,616.27)	(7,266.20)	(3,649.93)
Legal Fees - SSC	0.00	0.00	0.00
Accounting/Audit Fees - SSC	0.00	0.00	0.00
Commission Expense - SSC	0.00	0.00	0.00
Indirect Cost - SSC	0.00	0.00	0.00
General Expenses - SSC	79.10	79.10	0.00
Bank Fees - SSC	0.00	0.00	0.00
Depreciation Expense - SSC	0.00	0.00	0.00
Property Insurance - SSC	0.00	0.00	0.00
Property Tax - SSC	0.00	0.00	0.00
Janitorial - CAM - SSC	661.89	661.89	0.00
Janitorial Supplies - CAM - SSC	0.00	0.00	0.00
Contract Maintenance - CAM - SSC	0.00	1,299.46	1,299.46
Maintenance Supplies - CAM - SSC	0.00	0.00	0.00
Electrical Repairs - CAM - SSC	0.00	0.00	0.00
Plumbing Repairs - CAM - SSC	0.00	0.00	0.00
Door & Lock Repair & Maint - CAM - SSC	0.00	0.00	0.00
Pest Control - CAM - SSC	0.00	0.00	0.00
Safety Equip & Maint - CAM - SSC	0.00	0.00	0.00
Roof Repairs - CAM - SSC	0.00	0.00	0.00
Electricity - CAM - SSC	0.00	1,806.20	1,806.20
Gas - CAM - SSC	34.43	68.22	33.79
Water & Sewer - CAM - SSC	1,416.69	2,736.32	1,319.63
Solid Waste Removal - CAM - SSC	0.00	0.00	0.00

	July	August	Change
Telephone - CAM - SSC	0.00	0.00	0.00
Security & Alarm Monitoring - CAM - SSC	111.93	111.93	0.00
HVAC Maintenance - CAM - SSC	0.00	0.00	0.00
HVAC Repairs - CAM - SSC	0.00	0.00	0.00
Grounds Maintenance - CAM - SSC	598.40	1,708.02	1,109.62
Snow Removal - CAM - SSC	0.00	0.00	0.00
Window Washing - CAM - SSC	0.00	0.00	0.00
Association Fees - CAM - SSC	0.00	1,909.03	1,909.03
Management Fees Contract - CAM - SSC	1,076.25	2,152.50	1,076.25
Management Fees Intercompany - CAM - SSC	0.00	0.00	0.00
Internet CAM - SSC	85.00	170.00	85.00
Equipment & Storage Rental Fees	0.00	0.00	0.00
Electricity - SSC	0.00	1,444.36	1,444.36
Repairs - SSC	0.00	921.04	921.04
Maintenance - SSC	0.00	0.00	0.00
Repairs & Maintenance General - SSC	0.00	0.00	0.00
Electricity Passthru - SSC	0.00	1,532.28	1,532.28
Maintenance Passthru - SSC	0.00	0.00	0.00
Janitorial Services SNL - SSC	0.00	0.00	0.00
Renovation Expense Rental Suites - SSC	0.00	0.00	0.00
Fix Me I should be Zero	0.00	0.00	0.00

CES-Procurement Department
Recent Solicitations Awarded

October 14th, 2024

RFP	Awardee	Contract Number
<p>2024-27 Office Products & Related and Classroom & Vocational Products and Related Category 1- Office Products</p>	<p>Sewco, Inc., dba Officewise Staples Business Advantage Indoff, LLC (A Global Industrial Company) Spectrum Paper Co., Inc. School Specialty, LLC Sparks Office Supply, Inc. Lakeshore Learning Materials, LLC Sandia Paper</p>	<p>2024-27-C111-3567 2024-27-C112-ALL 2024-27-C113-6 2024-27-C114-ALL 2024-27-C115-ALL 2024-27-C116-ALL 2024-27-C117-ALL 2024-27-C118-ALL</p>
<p>2024-27 Office Products & Related and Classroom and Vocational Products and Related Category 2 – Classroom and Vocational & Related</p>	<p>School Specialty, LLC Sewco, Inc., dba Officewise CLARO Consulting, LLC The OrganWise Guys, Incorporated Lakeshore Learning Materials, LLC Schmoop University, Inc.</p>	<p>2024-27-C211-ALL 2024-27-C212-3567 2024-27-C213-ALL 2024-27-C214-ALL 2024-27-C215-ALL 2024-27-C216-ALL</p>
<p>2024-28 Furniture Products and Services Category 1 - Business</p>	<p>Beck Total Office Interiors Atmosphere Commercial Interiors School Equipment, Inc. Creative Interiors, Inc. Hertz Furniture Systems School Outfitters AK Sales & Consulting Inc. Kay-Twelve LLC SANDIA PAPER School Specialty LLC Blockhouse Company, Inc. Virco Inc. Spectrum Paper Co., Inc. Lakeshore Learning Materials, LLC BLUUM USA, Inc. Meteor Education Sparks Office Supply, Inc. Sewco Inc dba: Officewise Furniture and Supply AmTab Manufacturing Corporation</p>	<p>2024-28-C111-ALL 2024-28-C112-ALL 2024-28-C113-ALL 2024-28-C114-ALL 2024-28-C115-ALL 2024-28-C116-ALL 2024-28-C117-ALL 2024-28-C118-ALL 2024-28-C119-ALL 2024-28-C1110-ALL 2024-28-C1111-ALL 2024-28-C1112-ALL 2024-28-C1113-ALL 2024-28-C1114-ALL 2024-28-C1115-ALL 2024-28-C1116-ALL 2024-28-C1117-3567 2024-28-C1118-ALL 2024-28-C1119-ALL</p>
<p>2024-28 Furniture Products and Services Category 2 - School</p>	<p>Beck Total Office Interiors Atmosphere Commercial Interiors Creative Interiors, Inc. School Equipment, Inc. School Outfitters Hertz Furniture Systems AK Sales & Consulting, Inc. School Specialty, LLC SANDIA PAPER Virco, Inc. Blockhouse Company, Inc. Kay-Twelve LLC Spectrum Paper Co, Inc. Meteor Education Lakeshore Learning Materials, LLC BLUUM USA, Inc. AmTab Manufacturing Corporation Sparks Office Supply, Inc. Sewco Inc. dba: Officewise Furniture and Supply</p>	<p>2024-28-C211-ALL 2024-28-C212-ALL 2024-28-C213-ALL 2024-28-C214-ALL 2024-28-C215-ALL 2024-28-C216-ALL 2024-28-C217-ALL 2024-28-C218-ALL 2024-28-C219-ALL 2024-28-C2110-ALL 2024-28-C2111-ALL 2024-28-C2112-ALL 2024-28-C2113-ALL 2024-28-C2114-ALL 2024-28-C2115-ALL 2024-28-C2116-ALL 2024-28-C2117-ALL 2024-28-C2118-3567</p>

CES-Procurement Department
Recent Solicitations Awarded

October 14th, 2024

<p>2024-28 Furniture – Products and Services Category 3</p>	<p>Beck Total Office Interiors Creative Interiors, Inc. Hertz Furniture Systems Atmosphere Commercial Interiors School Equipment, Inc. School Outfitters AK Sales & Consulting Inc School Specialty LLC Sandia Paper Kay-Twelve LLC Blockhouse Company Inc Virco Inc Spectrum Paper Co., Inc Lakeshore Learning Materials, LLC Meteor Education BLUUM USA, Inc. Sparks Office Supply, Inc. AmTab Manufacturing Corporation Sewco Inc dba: Officewise Furniture and Supply</p>	<p>2024-28-C311-ALL 2024-28-C312-ALL 2024-28-C313-ALL 2024-28-C314-ALL 2024-28-C315-ALL 2024-28-C316-ALL 2024-28-C317-ALL 2024-28-C318-ALL 2024-28-C319-ALL 2024-28-C3110-ALL 2024-28-C3111-ALL 2024-28-C3112-ALL 2024-28-C3113-ALL 2024-28-C3114-ALL 2024-28-C3115-ALL 2024-28-C3116-ALL 2024-28-C3117-ALL 2024-28-C3118-ALL 2024-28-C3119-3567</p>
<p>2024-29 Fire, Security, Monitoring and Related</p>	<p>N.C.I. Coyote Cabling, LLC Southwest Specialty Systems, LLC J & G Electric Co., Inc. A-Com Technologies, LLC APIC Solutions, Inc. Great Western Specialty Systems, Inc. Audio Visual Integration Systems Conti Energy Control, LLC Voyageur Security, Inc. Intraworks, Inc. L.E.M. Systems Iris Group Holdings, LLC.</p>	<p>2024-29-C111-ALL 2024-29-C112-ALL 2024-29-C113-ALL 2024-29-C114-567 2024-29-C115-ALL 2024-29-C116-ALL 2024-29-C117-ALL 2024-29-C118-ALL 2024-29-C119-ALL 2024-29-C1110-ALL 2024-29-C1111-ALL 2024-29-C1112-1234 2024-29-C1113-ALL</p>
<p>2024-30 Electronic Device Repair and Related</p>	<p>iRepairNM Educational Device Services, LLC</p>	<p>2024-30-C111-ALL</p>
<p>2024-31 eCommerce / Online Retailer for Public Sector</p>	<p>Amazon.com Services LLC (Still in negotiations)</p>	<p>2024-31-C111-ALL</p>