



EXECUTIVE COMMITTEE MEETING
October 16, 2022
5:00 P.M.
Embassy Suites by Hilton Albuquerque
1000 Woodward PI NE, Albuquerque, NM 87102
Ocotillo I Room

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda*
- IV. Oath of Office – Dr. Sandra Rodriguez
- V. Approval of Minutes –
- VI. Agency Communications
 - A. Partnerships – Brian Snider
 1. NMCCS – Erik Bose
 2. NMCEL – Stan Rounds
 3. NMPED – TBD
 4. NMSBA – Joe Guillen
 5. Higher Ed (4 yr.) – Dr. Sandra Rodriguez
 6. Higher Ed (2 yr.) – Dr. Charley Carroll
 - B. Finance – Brian Snider
 - C. Scholarship – Tana Daugherty
 - D. Nominating – Brian Snider
 - E. Policy – Elisa Begueria
- VII. Program Overview/Reports
 - A. Six Year Study Update
 - B. Mathematics Initiative

VIII. Administrative Reports

A. Directors

1. Finance- Robin Strauser*
2. Ancillary- Lianne Pierce*
3. Procurement- Gustavo Rossell*
4. Northern Services/REAP-
Paul Benoit*
5. Technology- Brad
Schroeder*
6. Southern Services- Jim Barentine*
7. Human Resources-
Yvonne Tabet*

B. Executive Director*

- A. Request Budget adjustment to increase the budget by \$400,000.00 dollars to support the Six-Year Study
- B. Request approval of the AAIS proposed invoice to support the Six Year Study mathematics initiative.
- C. Request acceptance of a \$50,000.00 grant from the Thornburg Foundation to support the Six Year Study.

C. Personnel - Report

- A. Staff Contracts and Resignations*

D. Consent Agenda

- A. Approval of Checks*
- B. Profit and Loss and Balance Sheets*
- C. RFB and RFP Awards*

IX. Setting Next Meeting Dates

- January 31, 2024, in conjunction with the NMSBA Board Member Institute in Santa Fe.

X. Adjournment

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

* Included in Advance Packet Mailing

**Cooperative Educational Services
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**Robin Strauser, Chief Financial Officer
Administrative and Finance Report**

Finance:

As of September 30, 2023, CES had traditional revenue of \$72,281,888. Compared to September 30, 2022, this year's revenue is \$6,704,750 more. Direct Purchase revenue as of September 30, 2023 is \$42,830,573 which is \$1,215,318 more than September 2022's revenue. SSC has revenue of \$74,273. Combined revenue is \$72,356,161. Net Fund Balance is \$16,249,111.

ARP EANS (American Rescue Plan EANS): The ARP EANS program for PED will continue through the 2023-2024 Fiscal Year. There are only 9 schools involved in this Program and will involve about 35 employees. There has now been a small amount of purchasing that has been added.

Staff:

The position of Finance Manager has been filled. Norma Henderson was chosen. She brings a wealth of knowledge and experience to this position. Norma has been involved in public finance for many years. Our Financial Specialist left CES. Margaret, my Administrative Assistant applied for and was given the Financial Specialist position. With this move, it created the need for an Administrative Assistant. That position was advertised internally and filled from within.

All positions in the Business Department are now filled.

Audit:

The audit has been completed and submitted to the Office of the State Auditor. While the report cannot be released, I will give you a summary of the results of the audit.

There were no findings this year. Past year findings have been resolved and there were new findings for 2022-2023.

CES had total revenue of \$350,939,052. Revenue from Direct Purchasing was 166,376,930. Revenue SSC was \$312,532. Enabled revenue was \$22,260,813. Total revenue from CES' contracts and services totaled \$539,889,327.

CES' Net Fund Balance as of 6/30/2023 is \$17,320,664.

CES' Change in Net Position, (profit), was \$2,064,377.

Strategic Plan:

A brief summary of the progress on the Strategic Plan is that efficiencies have been created and there are more things that are in the works or being considered. Refer to the Strategic Plan included in this packet for progress reporting and updates. The Strategic Plan for 23-24 has been updated as well.

A significant initiative to gain more efficiency for the HR and Payroll departments is the implementation of a product called GreenShades. By implementing this program, HR will gain an entirely online on boarding of employees. The new employee data collected will be uploaded into CES' financial software; less hand keying of information. This program will bring a much more robust menu of features for CES' employees such as: time tracking, making paystubs available electronically, being able to see all the employee's deductions and benefits, PTO balances and more. Implementation of GreenShades continues. CES will start testing this program within the next few weeks. If all goes well, full implementation will be in place by December 31, 2023.

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**Lianne Pierce
Ancillary Report**

**Ancillary Executive Committee Report
1st Quarter: July, August, September 2023-24**

Strategic Goal (1)

Action Plan 1.

1. Increase percentage of Ancillary requests filled through enhanced recruitment and retention strategies.

23-24 School Year			
<u>Role Group</u>	23- Jul	23- Aug	23- Sep
Anc Tcher	3	3	3
APE /RT	1	1	1
ASL-I	0	0	0
AUD	1	1	1
ASL-I	0	0	0
BMS	2	3	2
COMS	0	1	1
COMS/TVI	1	1	1
TVI	1	1	2
COTA	8	8	8
DIAG	48	53	53
LPN	0	0	1
NP	0	0	0
OT	24	24	24
PhD Psych	6	5	5
Sch Psych	18	18	18
PT	5	5	5
PTD	2	2	2
RHC	6	6	7
RN	8	9	9
RT	7	7	7
SLP	33	35	34
SLPA	0	0	0
SW	34	36	36
SW Reg Ed	4	4	4
Staff Count	212	223	224
Resigned			
Retired	0	1	0
Interviewed	3	15	1

Recommend to hire	2	9	1
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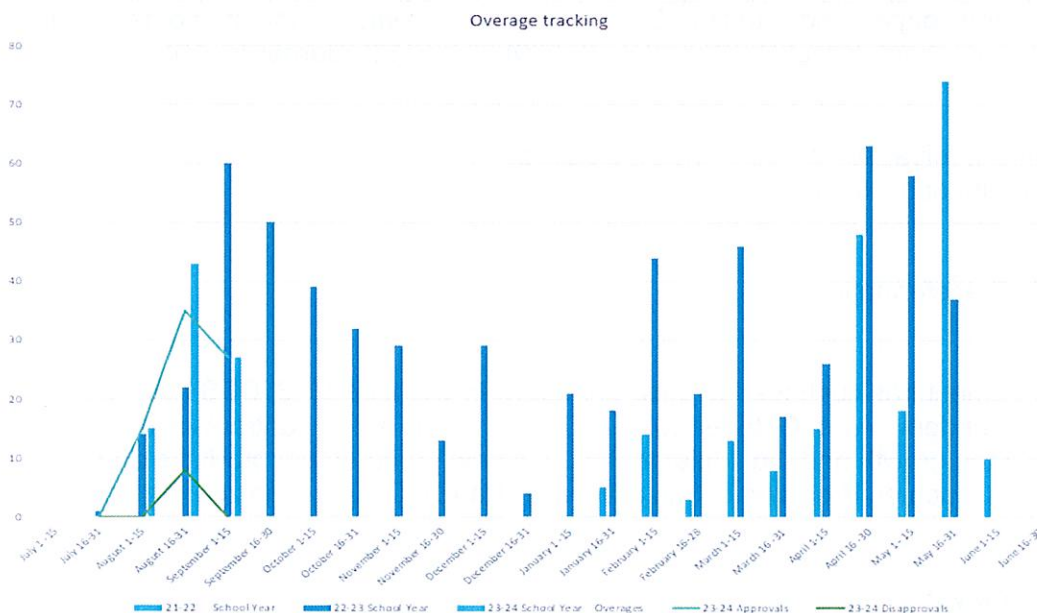
2. Explore additional IT uses to support Ancillary Dept. responsibilities.
 - a. We have developed a spreadsheet with macros from exported data from the CES Ancillary portal to audit our overages. This reduced 5-7 hours of manual checking down to less than 10 minutes to produce the report and this is 100% accurate according to the data in the Portal. In addition, this same spreadsheet can produce the Weekly Hours report needed by HR to report to NMPSIA for Basic Life and Medial insurance eligibility criterion. Next we run through several cycles, write down directions to duplicate these reports, and then discuss with RTS implementation in the portal on their end.
 - b. We have not explored AI or Microsoft Dynamics 365.

Strategic Goal (2)

1. Expand PD opportunities for staff.
 - a. 7 Diagnosticicians have completed Autism eligibility evaluation training.
 - b. CPI has taken place:
 - i. SABE
 - ii. Socorro Consolidated Schools – Full Course and Refresher
 - iii. Alice King Community Charter – Regular Education
 - iv. CES Ancillary Staff – Full course and Refresher
 - v. Alice King Community Charter – Special Education
 - vi. Mescalero Apache School
 - vii. Montessori of the Rio Grande
2. Staff Development: Promote Tuition Reimbursement
 - a. The priority need is to learn more about Excel. Will need to find training that will minimally interrupt the workday if not at all.

An “overage” is when a staff member exceeds the allocation of hours assigned to them according to the agreement between CES and the institution.

These figures are out of approximately 225 staff any given week. The spikes are moderately correlated with the PED Special Education Count Days.



The lines are for 2023-2024,
The vertical bars are from previous years.

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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 to use saving them time and hundreds of thousands of dollars annually.

Since our last report, the most salient points in the Procurement Department were:

Strategic Partnerships

AT&T

AT&T has assembled a *FirstNet School Safety Bundle* for school Districts nationwide. Worth noting is that CES is the only Group Purchasing Organization (GPO) in the nation where Districts can source this bundle so effectively, “CES has gone national” and is competing with the likes of Sourcewell and OMNIA, our biggest competitors. CES is very proud of its strategic partnership with AT&T, and it provides national exposure to our purchasing cooperative.

CES Leadership was invited to attend in person, with our national partner AT&T, the Public Safety Broadband Technology Association's annual conference in Las Vegas to promote our contract which includes the *FirstNet School Safety Bundle*.

CES can expect a lot of interest in these products and orders coming from NM and the US. Taos schools will be the first District acquiring these devices, Artesia seems to be next.

Procurement News

Starlink Internet via Satellite for Yazzie-Martinez Schools

For about six months, CES has been cooperating with NMPED to be the procurement conduit to obtain Starlink satellites + internet subscriptions for school districts in Cuba (about 500), Taos (10), Bernalillo (10).

RFPs in new categories

This past quarter, CES Procurement released RFPs in 4 new categories:

- Windows, Treatments, Glazing, Tint and Related
- Solid Waste Mgt.
- Drones and Robotics
- Six-Year Study for NM Schools Transformation

Procurement Staff Augmentation

In the last five years, CES Procurement has continued to grow annually. In October 2018, CES had 630 contracts with approximately 380 vendors. As of October 2023, CES has nearly 1,700 contracts with 605 vendors. To manage and sustain the growth and the implementation of new procurement products and services offerings for our members, such as Procurement as a Service (PaaS), CES recognized the need to augment its staff with top talent.

New Member & Procurement Analyst

John King (PSFA, Clovis ISD) has joined the CES Procurement team to support the construction program, more specifically, the previously unmanaged RS Means (*JOC Core*) platform. John will provide training and support to members, contractors, and CES Purchasing Specialists staff.

New Procurement and Contracting Specialist

Richard Martinez (CPO at County of Santa Fe, NMDOT, D.V.R.), has joined the CES Procurement team to support the general CES Procurement program. With the addition of Richard to the team, CES Procurement will be able to issue more RFPs in new categories and grow the Procurement as a Service (PaaS) program. PaaS is a new service that CES Procurement will be providing to members where a member can request CES to do an RFP on their behalf, or for CES to provide consultative services, or both, as an example.

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 Under Evaluation:

RFP #	RFP Description
2024-02	<i>Windows, Treatments, Glazing, Tint and Related</i>
2024-03	<i>Solid Waste Mgt.</i>
2024-04	<i>Drones & Robotics</i>
Key Dates:	Release: 7/7/23; Close: 8/4/23; Award: late Aug 2023
2024-05	<i>Year Study for NM Schools Transformation</i> Release: 7/7/23; Close: 7/28/23; Award: 8/21/23

II Upcoming Publicly Solicited and Competed Solicitations

RFP #	RFP Description
2024-08	<i>Modular, Pre-Eng'd Steel Bldgs., Prods. & Related Serv</i>
2024-09	<i>Under \$60K - Grounds Maintenance & Landscaping Services</i>
2024-10	<i>Under \$60K - Mech Elec Plumbing Maintenance</i>
2024-11	<i>er 60K - Facility General Maintenance</i>
2024-12	<i>d Service Equipment and Related Services</i>
2024-13	<i>ardous Waste Materials</i>
2024-15	<i>nd Related, Products and Services</i>
Key Dates:	Release: 10/5/23; Close: 11/3/23; Award: mid Dec. 2023

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Northern Services Administrative Report – Paul M. Benoit

Northern Services Travel Notes

July, August, and September have been a whirlwind of activity! I have traveled to each region, for various meetings and visits, over this time. While in the regions, I have attended CES regional meetings and NMSBA meetings. I have provided in-person training on using digital bluebook (for PO upload, navigating the bluebook, reviewing purchasing options) and how to use NMREAP for a variety of member and entity teams. We have also had the NMCEL, NMML, and NMASBO conferences in that time.

Direct Purchase/Digital Bluebook Model and Transition

Jim and I presented a series of trainings for members on the Digital Bluebook enhancements. We had 5 different training sessions in July and August, and each was well attended by 20 to 60 attendees.

In addition to these group training courses, I provide training to any/all members who call. I have done in-person training and on-line training for multiple members and entities.

We continue to get requests, daily, for new accounts, assistance in accessing existing accounts, and deactivation of accounts for retiring/departing personnel.

Regarding Direct Purchase and Bluebook access, Jim and I keep Brad apprised of possible enhancements and upgrades, as well as issues with the program. Brad has indicated we are in the process of getting several enhancements:

1. Differentiating between the Vendor and Member Log-in Screens to help eliminate log-in issues for members. In addition, this will help identify some log-in issues/conflicts that seem to exist between the two different log-in options.
2. Now that things are up and running, it is our hope that reporting modules for extracting vendor data (contacts, contracts, etc...) can be developed.
3. We have requested the possibility of adding solicitation information, such as T's and C's and Assurances that members may need for their files, especially related to federal grant funding.

Finally, Jim and I work closely with the Purchasing Specialists to assist with follow-up on PO issues, access issues, and another related follow-up to purchasing via the CES vehicle.

DP Account Status

Currently there are 240 "Read Only" accounts. These are accounts which allow members to search the digital bluebook, but not upload PO's. 82 institutions are represented in this number, many of them EANS users, which means they may or may not have a PE agreement with CES but are purchasing via the PED/Federal Funding through EANS.

Currently there are 705 "Full Access" accounts. These are accounts which allow members to both search the digital bluebook and upload POs on behalf of their institution. 419 Members/Entities have at least 1 Full Access Account.

NMREAP NOTES

NMREAP renewals continued to be strong with 90 active subscriptions. I serve as a resource to help districts access NMREAP subscriptions, post jobs, and navigate the search engines. Anticipated Revenue is \$78,180, with \$52,980 of that already paid; \$11,080 Invoiced; \$6,330 committed to renewal but no PO to date, and \$7,790 scheduled for mid-year renewal quotes. Anticipated NMREAP costs are \$33,981.31 (Master Subscription and Management Stipend). Estimated Revenue is \$44,198.69.

STRATEGIC PLAN OUTLINE FOR NORTHERN SERVICES

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.

1. Provide customized/personal service to Members and PEs in the Northern 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. Provide monthly analysis of DP and Traditional Purchasing for Jim and Paul's use in the field, working with active members/PE's and to increase promotion of CES with all Members/PE's.
2. Provide support for all office departments
 - 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. NMREAP
 - 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.

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IT Department Administrative Report – Brad Schroeder

Next steps for eProcurement are to complete reporting, messaging, and build up a Member dashboard to track users/purchases, in order to license the product. We are working with our software contractor on these features, as well as a rewrite of the software. We need to determine a tiered pricing model for all modules and market to districts, cities, counties and other state purchasing cooperatives throughout the country. Low costs, flexibility, and centrally hosted support will be key factors. Quick wins will include marketing to local entities and also offer Procurement-as-a-Service to validate proof of concept/MVP (minimum viable product), make adjustments and release major/minor updates to customers.

We are in the process of implementing our solution regarding the processing of HR, Payroll, PTO, Expense Reports, Timesheets, etc.. Goal is to have it ready for testing for internal staff early November with a full rollout soon after.

Items on the horizon include the cross-organization implementation of CRM (Customer Relationship Management) either with our proprietary software eProcurement (need a new name) or Dynamics 365 as well as Microsoft Co-pilot (Chat GPT/AI) along with a full technology training curriculum for all staff.

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Southern Services Administrative Report – Jim Barentine

The Southern focus of site visits has been upon Region 8, by far the most populous of the regions I cover. I have explored with members ideas around directed procurement, collaborations, staff trainings, and vendor recruitment and 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 in the midst of 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.

Media and Social Media work continues successfully. 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. We developed a video script for "Becoming a CES Procurement Partner and Contract Holder," using AI (Artificial Intelligence) to help convert bulleted talking points into flowing script, and should complete production of the video during October. We have done some exploring and study of reel production for social media applications.

Marketing and collaboration efforts have continued, occurring as a combination of in-person, virtual, and hybrid. Meetings and conferences include:

- NMCEL Summer Conference (Albuquerque)
- Procurement and Contracting Symposium (El Paso)
- NM Municipal League Annual Conference (Farmington)
- Regional CES Meetings (Cloudcroft, Gadsden, Carlsbad)
- Regional NMSBA Meetings (Lovington, Deming)
- Lincoln County Homebuilders Association (Ruidoso)
- Various meetings with contracted and potential vendors
- Various meetings/trainings with members and potential members

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HR Department Administrative Report – Yvonne Tabet

The Human Resources Department has focused on hiring for this quarter. 45 total new employees were hired between Ancillary, Professional Services and Office Staff categories. EANS had 12 new hires for this quarter which are processed by Gary Tripp. The hiring process includes sending initial CES New Hire paperwork for all new staff. Different categories have different requirements. Ancillary staff must provide information to complete the HB 128 2021 Expanded Background, complete mandatory state training including: Bloodborne Pathogens and SAMS (Sexual Assault and Molestation in schools). Total video training is 68 minutes completed through

Vectors, HR role is to set-up account for new employees and manage existing accounts for compliance. Benefit determination is then assessed for NMPSIA medical, dental, vision and Standard Life insurance. Have 30 days from time of hire to enroll. July 21 and July 24 Ancillary Department hosted meetings for New Employees and Returning Employees. Human Resources had a part in both meetings to prepare for HB 128, Open Enrollment, Vector trainings, and other information to start the year.

In addition to new hiring, August was CES Open Enrollment. Employees with current benefits have the opportunity to change, cancel or add, benefits. 8 CES Employees took advantage of this. Nicole Brown from First Financial was at CES for three days in August to assist employees with renewals in Flexible Spending Accounts and Cafeteria Plan (Section 125).

Below are the most recent employees to join CES in the various categories from July 10, 2023, to September 25, 2023.

Office Staff

Name	Position
John King	Procurement & Member Analyst
Kimberly Buckner	Purchasing Specialist
Angelica Monclova	Office Assistant

Ancillary Staff

Name	Position
Annette Brooks	Diagnostician
Cristina Bencomo	Diagnostician
Adreanna Hunter	School Psychologist
LaThesia Williams	Social Worker
Shelbie Dunlap	School Psychologist
Erin Osbourn	Social Worker
Erin Reilly-Stroka	Rehabilitation Counselor
Eva Madrigal	Diagnostician
Kelly Rice	Speech Language Pathologist
Linda Dodge-Micelli	COTA
Maria Crisostomo	Speech Language Pathologist
M. Denell Eldridge	Diagnostician
Moniqua Salome	Diagnostician
Amy Rosano	School Psychologist
Mary Elliott	Occupational Therapist
Patricia Dentinger	Speech Language Pathologist
McCarson Jones	Social Worker
Elizabeth Braught	Speech Language Pathologist
Megan Whitehouse	RN
Joelle Bracken	Social Worker
Dolores Ruiz-Chavez	Social Worker
Larry Phillips	Behavior Specialist
Victoria Lehocky-Brohard	Diagnostician
Dina Van Dyke	Rehabilitation Counselor
Melanie Hobbs	RN

Professional Services

Name	Position
Adan Estrada	Professional Services
Kathryn Morris	Professional Services-TAP
Kimberly Jones	Professional Services-TAP
Erin Gockel	Professional Services-TAP
Hortencia Pina	Professional Services-SITE
Gina Corliss	Professional Services

Molly Fuhman-Sherman	Professional Services
Vanessa Gurule	Professional Services
Amara Lawson	Professional Services
Bonnie Lightfoot	Professional Services
Linda Tucker	Professional Services
Chelsea Maher	Professional Services-TAP
Adan Delgado	Professional Services
Crit Catron	Professional Services-ALD
Michael Baker	Professional Services-ALD
Jimmy Blevins	Professional Services
Adelina (Lena) Trujillo-Chavez	Professional Services

EANS

Name	Position
Shayu Zeyaee	EANS
Scott MacLaren	EANS
Becca Yazzie	EANS
John Ide	EANS
Felicia Douglas	EANS
Eleanor Olguin	EANS
Laura Yazzie	EANS
Dalray Bingley	EANS
Kathryn Leon	EANS
Anadine Leon	EANS
Camilla Lynch	EANS
Jakob Alexander	EANS

**Cooperative Educational Services
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**Alexis Esslinger – LEAP Director
Executive Update**

Alexis Esslinger	Director	Program Administrator
Shannon Beyer	Data Support	Reporting and Data Support
Abigail Hansen	Professional Development Support	Transcripts, Payments/tuition, Attendance
Elena Salazar	SITE Director	Program consult, LEAP coach as needed
Ali Nava	Facilitator, Coach	Facilitates applications, Facilitates Las Cruces PD, Coach
Jessica Powell	Facilitator, Coach	Literacy specialist, facilitates dyslexia IGA, Facilitates Artesia PD, Coach
Abbie Winter	Facilitator, Coach	Conference Chair, facilitates mentorship, Facilitates Albuquerque PD, Coach
Tim Flores	LEAP Coach	Applications, FFE, Late Hire, Coach
Ronda Davis	LEAP Coach	Conference support, Coach
Diane Katzenmeyer Delgado	LEAP Coach, NISN Pathway Senior Lead	NISN Lead, Coach
Angela Stock	LEAP Coach, Las Cruces	Las Cruces Pre-Service Support, Southern-based Coach
Jennifer Uebelhoer	LEAP Coach (.5)	Special Education, Coach
Yvette Flores	LEAP Coach	ELL, Coach
Rene Rohrer	SPED LEAP Coach	Special Education, Coach
Jess Levis	LEAP Coach (.75)	NISN Coach

LEAP Updates

- We have one new hire in Roswell who will be a Roswell-based satellite coach, Kelly Bowles & we are interviewing for a LEAP Administrative Assistant next week. Due to the statewide need and program size, we are incredibly grateful to David for both of these – and his – enduring support.
- LEAP payments are occurring in Moodle through October.
- A LEAP advisory will be built in late fall.
- Alexis is working with Shannon Beyer, LEAP Data Support, to continue work on a multitude of reporting efforts including: C3 & C4 annual report (potentially ready for exec review in late October) and Title II. We will submit our annual Title II data this week!
- Abbie Winter is leading PD for LEAP throughout the cohort and is hard at work developing pacing and curricular components. October = online; November = online, December = online...January + February are in-person training months in regional locations (LC, Artesia and Albuquerque), March – May is online and June is our LEAP Into Action Conference (June 3, 4 at Albuquerque Marriott Uptown!)
- Initial meetings and planning started around a LEAP (and ALD) Applications redesign; ideally, we will open the LEAP application in April and it will be closed in July. We will open once more for a latehire window July – August and engage in one latehire in late August or early September...still planning.
- Abigail Hansen will transition in October as Administrative support for the Financial side of CES (Robin), an external hiring will take place for an AA for LEAP.
- Alexis will work with Lena Trujillo-Chavez to submit an RFA this week to NMPED around the concept of an all-LEAP and all-ALD CES Professional Development conference as well as LEAP Communities of Practice. The CES PD Conference will, if funded, happen in mid-late June.

Here is the annual SOAR Report:

Figure Three: Educational and Instructional Assistant Vacancy Breakdown by Grade Level (Special Education and General Assistant Postings)

Higher Education Admits and Completers

The second half of this report looks at the number of students who completed an Educator Preparation Program (EPP; teacher education only) and the number who were admitted to a program during the last academic year (2022 - 2023). Two-year institutions offer alternative licensure programs to students who already have a bachelor's degree, while the four-year institutions offer traditional undergraduate, graduate, or alternative licensure programs as well. Additionally, among the two-year institutions in the state, only those that offered alternative licensure programs were included in the results. Leading Educators through Alternative Pathways (LEAP) is also included. LEAP is offered by the Cooperative Educational Services (CES) and is a non-Institution of Higher Education (IHE) program. In non-IHE programs, candidates receive preparation aligned with the same standards the IHE's are required to meet. The candidates complete these requirements through monthly seminars, critical disposition assessments, and mentoring outside of a college or university. Institutions and programs included in this year's analyses are below.

<https://alliance.nmsu.edu/publications/2023-New-Mexico-Educator-Vacancy-Report.pdf>

- o LEAP and SITE will have Elisa Begueria back at CES on Feb. 5 for an all-coach all-consultant training in-person – Elisa has been so incredible in past, we look forward to her return!
- o LEAP is working with NISN on a presentation for NIEA in October led by Abbie Winter and Diane Katzenmeyer-Delgado, this is held in Albuquerque this year. LEAP presents with NISN on 10/19 in the midafternoon.

Cohort 5 Update

currently accepted to Cohort 5: 213

Thanks for your *support* of LEAP!

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Administrative Reports – David Chavez

- a) Request that we increase present year’s budget to the amount of \$400,000.00 to support the sixteen school districts involved in the Six-Year Study.
- b) Approve a contract with AAIS to support work on Mathematics.
- c) Accept a \$50,000.00 grant from the Thornberg Foundation to support the Six-Year Study.

**Cooperative Educational Services
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**Item IX.B.1 Personnel Report-Yvonne Tabet
July 10-October 3, 2023**

Staff Resignations/Terminations/Non-Renewal

- | | |
|-----------------------|-----------|
| • DeAzevedo Melanie | Ancillary |
| • Gloriana Wolfgang | Ancillary |
| • Brenda Castillo | Ancillary |
| • Geraldine Gallegos | Ancillary |
| • Barbara Amstadt | Ancillary |
| • Daniel Scaduto | Ancillary |
| • Jodi Ahrend | Ancillary |
| • Leann Archuleta | Ancillary |
| • Elizabeth Kerschner | Ancillary |
| • Bernadette Gonzales | Ancillary |
| • Guadalupe Marroquin | Ancillary |
| • Chia-Ling Vilorio | Ancillary |
| • Michael Floyd | Office |
| • Tanya Marquez | Office |
| • Barbara Durner | Ancillary |
| • Rosyo Trejo | Office |

New Staff Contracts Received for 2023-2024

- | | |
|------------------|-----------------------|
| • Adan Estrada | Professional Services |
| • Kathryn Morris | Professional Services |
| • Kimberly Jones | Professional Services |

- Erin Gockel Professional Services
- Hortencia Pina Professional Services
- John King Office
- Gina Corliss Professional Services
- Molly Furhman-Sherman Professional Services
- Annette Brooks Ancillary
- Cristina Bencomo Ancillary
- Andreanna Hunter Ancillary
- LaThesia Williams Ancillary
- Shelbie Dunlap Ancillary
- Erin Osbourn Ancillary
- Erin Reilly-Stroka Ancillary
- Eva Madrigal Ancillary
- Kelly Rice Ancillary
- Linda Dodge-Micelli Ancillary
- Maria Crisostomo Ancillary
- M. Denell Eldridge Ancillary
- Moniqua Salome Ancillary
- Amy Rosano Ancillary
- Mary Elliott Ancillary
- Patricia Dentinger Ancillary
- McCarson Jones Ancillary
- Shayu Zeyae EANS
- Scott MacLaren EANS
- Becca Yazzie EANS
- John Ide EANS
- Felicia Douglas EANS
- Vanessa Gurule Professional Services
- Amara Larson EANS
- Bonnie Lightfoot Professional Services
- Linda Tucker Professional Services
- Eleanor Olguin EANS
- Kimberly Buckner Office
- Laura Yazzie EANS
- Elizabeth Braught Ancillary
- Megan Whitehouse Ancillary
- Chelsea Maher Professional Services
- Delray Bingley EANS
- Kathryn Leon EANS
- Adan Delgado EANS
- Crit Catron Professional Services
- Joelle Bracken Ancillary
- Michael Baker Professional Services
- Anadine Leon EANS
- Dolores Ruiz-Chavez Ancillary
- Larry Phillips Ancillary
- Victoria Lehocky-Brohard Ancillary
- Camilla Lynch EANS
- Jimmy Blevins Professional Services
- Jakob Alexander EANS

- Dina Van Dyke
- Adelina (Lena) Trujillo-Chavez
- Angelica Monclova
- Melanie Hobbs

Ancillary
Professional Services
Office
Ancillary

**COOPERATIVE EDUCATIONAL SERVICES
CHECK REGISTER**

July 7, 2023 through October 3, 2023

Check Number	Date	Payee	Amount
240322	7/7/2023	AFLAC	2,999.71
240323	7/7/2023	Allstate Benefits	115.18
240324	7/7/2023	American Fidelity Assurance Co	845.66
240325	7/7/2023	BCL Enterprises, Inc.	22,866.97
240326	7/7/2023	Beable Education, Inc.	59,243.46
240327	7/7/2023	Bridgers & Paxton Consulting Engineers	4,717.06
240328	7/7/2023	Coyote Cabling	21,437.41
240329	7/7/2023	David Chavez	80.10
240330	7/7/2023	EdRising New Mexico	4,183.80
240331	7/7/2023	Conti Energy Control LLC	79,408.55
240332	7/7/2023	ESA Construction Inc	2,006,568.32
240333	7/7/2023	Facility Solutions Group	107,830.00
240334	7/7/2023	First Financial Administrators, Inc.	2,617.75
240335	7/7/2023	Four Rivers, Inc.	72,363.61
240336	7/7/2023	Greer Stafford/SJCF Architecture Inc	117,834.83
240337	7/7/2023	Health Leadership High School	9,162.38
240338	7/7/2023	Horrocks Engineers, Inc.	27,484.26
240339	7/7/2023	Rising Sun Technologies	50,707.16
240340	7/7/2023	RMKM Architecture, P.C.	13,572.38
240341	7/7/2023	Severin Intermediate Holdings, LLC	79,916.52
240342	7/7/2023	Tel/Logic Inc	49,019.61
240343	7/7/2023	Vigil Contracting Services, Inc.	61,341.16
240344	7/7/2023	Wizer Electric LLC	123,488.03
240345	7/12/2023	BCL Enterprises, Inc.	13,826.55
240346	7/12/2023	Constructors & Associates, Inc.	4,358.66
240347	7/12/2023	Comfort Systems USA Southwest, Inc.	11,851.85
240348	7/12/2023	Coyote Cabling	25,762.62
240349	7/12/2023	David Chavez	4,170.95
240350	7/12/2023	Education Plus	30,691.21
240351	7/12/2023	Conti Energy Control LLC	8,028.82
240352	7/12/2023	ESA Construction Inc	66,653.32
240353	7/12/2023	Daiohs	94.82
240354	7/12/2023	Four Rivers, Inc.	1,220.54
240355	7/12/2023	GM Builders, Inc.	28,660.57
240356	7/12/2023	GoTo Communications	711.66
240357	7/12/2023	Hansen & Prezzano/Builders LLC	10,430.09
240358	7/12/2023	Horrocks Engineers, Inc.	6,084.99
240359	7/12/2023	Laguna Department of Education	50,354.22
240360	7/12/2023	New Mexico Counties 33 Strong	3,000.00
240361	7/12/2023	New Mexico Association of School Business Officials	15,000.00
240362	7/12/2023	Dry Fly Enterprises, Inc.DBA Nube Group	7,911.01
240363	7/12/2023	San Juan College	1,083.13
240364	7/12/2023	Socorro Consolidated Schools	200,000.00
240365	7/12/2023	Stacy Diller	233.06
240366	7/12/2023	Vigil & Associates Architectural Group PC	9,685.61
240367	7/12/2023	Village of Questa	788.09
240368	7/12/2023	Village of Santa Clara	1,550.07
240369	7/12/2023	Wizer Electric LLC	381,667.90
240370	7/12/2023	Yearout Mechanical	3,441.67
240371	7/14/2023	Deming Excavating Inc	204,114.55
240372	7/14/2023	ESA Construction Inc	5,654.46
240373	7/14/2023	Imagination Station dba Istation	536,666.14
240374	7/14/2023	Yearout Mechanical	70,160.59
240375	7/21/2023	Apex Technologies LLC	32,382.19
240376	7/21/2023	Constructors & Associates, Inc.	406,506.17
240377	7/21/2023	Coyote Cabling	203,018.52
240378	7/21/2023	Conti Energy Control LLC	243.70
240379	7/21/2023	ESA Construction Inc	131,715.27
240380	7/21/2023	Orcom a Division of Ortega Companies Inc.	34,181.89
240381	7/21/2023	The Playwell Group, Inc.	388.55
240382	7/21/2023	Polson & Grady Ltd.	37,394.84
240383	7/21/2023	Terracon Consultants	15,592.52
240384	7/21/2023	Weil Construction, Inc.	714,580.29

Check Number	Date	Payee	Amount
240385	7/21/2023	Wizer Electric LLC	148,124.28
240386	7/28/2023	Alb Bernalillo Co Water Utility Author	896.91
240387	7/28/2023	AT&T Mobility	128.50
240388	7/28/2023	CenturyLink	1,957.96
240389	7/28/2023	City of Farmington	1,186.80
240390	7/28/2023	Comfort Systems USA Southwest, Inc.	7,135.80
240391	7/28/2023	Contreras Construction Corp.	10,937.51
240392	7/28/2023	Coyote Cabling	104,314.96
240393	7/28/2023	David Chavez	739.31
240394	7/28/2023	Eastern New Mexico University	1,818.00
240395	7/28/2023	Elisa Begueria	531.64
240396	7/28/2023	Conti Energy Control LLC	2,812.46
240397	7/28/2023	Ernest Monfileto	56.76
240398	7/28/2023	ESA Construction Inc	181,690.70
240399	7/28/2023	Estancia Municipal School District/VOIDED	-
240400	7/28/2023	Facility Solutions Group	15,537.25
240401	7/28/2023	The Walter Park Company, LLC	502.72
240402	7/28/2023	Greer Stafford/SJCF Architecture Inc	12,211.48
240403	7/28/2023	Just Right Reader, Inc.	11,766.24
240404	7/28/2023	Las Cruces Public Schools	300.00
240405	7/28/2023	Michelle Perry	939.70
240406	7/28/2023	NACA Inspired	7,500.00
240407	7/28/2023	New Mexico Gas Company	45.10
240408	7/28/2023	New Image Construction	66,299.15
240409	7/28/2023	Dry Fly Enterprises, Inc.DBA Nube Group	452.39
240410	7/28/2023	PNM	2,136.00
240411	7/28/2023	Rising Sun Technologies	53,546.48
240412	7/28/2023	RMKM Architecture, P.C.	10,233.92
240413	7/28/2023	Sandia Lightwave, LLC	78,928.67
240414	7/28/2023	Smith Engineering Company	11,068.00
240415	7/28/2023	Success for All Foundation, Inc.	6,814.81
240416	7/28/2023	Van Amberg, Rogers, Yepa & Abeita LLP	2,344.42
240417	7/28/2023	Verizon Wireless	1,883.04
240418	7/28/2023	Vigil Contracting Services, Inc.	55,929.67
240419	8/4/2023	AFLAC	2,875.81
240420	8/4/2023	Aidant Fire Protection Company	613.44
240421	8/4/2023	Christian Learning Center	2,385.00
240422	8/4/2023	Allstate Benefits	115.18
240423	8/4/2023	American Fidelity Assurance Co	82.74
240424	8/4/2023	Amplify Education, Inc.	8,983.92
240425	8/4/2023	Apple, Inc.	4,196.00
240426	8/4/2023	Carolina Biological Supply Company	2,183.45
240427	8/4/2023	Coyote Cabling	12,692.59
240428	8/4/2023	David Chavez	186.68
240429	8/4/2023	Embassy Suites Albuquerque Hotel and Spa	8,771.43
240430	8/4/2023	ESA Construction Inc	113,574.39
240431	8/4/2023	Daiohs	94.71
240432	8/4/2023	First Financial Administrators, Inc.	2,272.17
240433	8/4/2023	GM Builders, Inc.	34,050.84
240434	8/4/2023	GoTo Communications	728.23
240435	8/4/2023	Guadalupe Mountain Fencing LLC	250,535.11
240436	8/4/2023	Houghton Mifflin Harcourt	20,219.29
240437	8/4/2023	Michelle Korbakes	550.00
240438	8/4/2023	RSM	1,511.89
240439	8/4/2023	Shamrock Discount Janitor Supply	1,213.77
240440	8/4/2023	Shaw Integrated and Turf Solutions, Inc.	432,405.88
240441	8/4/2023	Southeast NM Comm Action Corp	4,218.02
240442	8/4/2023	The Grant Plant, Inc.	2,152.50
240443	8/4/2023	Trane U.S.Inc.	1,189.26
240444	8/4/2023	Vigil & Associates Architectural Group PC	8,474.92
240445	8/4/2023	Williams Scotsman Inc	12,601.01
240446	8/4/2023	Zaner-Bloser, Inc.	2,466.20
240447	8/11/2023	Access Communication Group LLC	64,165.93
240448	8/11/2023	Albuquerque Publishing Company	90.90
240449	8/11/2023	Alicia Carabajal	839.48
240450	8/11/2023	Amplify Education, Inc.	2,354.40
240451	8/11/2023	Catherine Archuleta	839.48
240452	8/11/2023	Conway Electric	410.64

Check Number	Date	Payee	Amount
240453	8/11/2023	Diane Foster	839.48
240454	8/11/2023	Texas New Mexico Newspaper Partnership, LLC	291.85
240455	8/11/2023	Eldadiana Arzate	839.48
240456	8/11/2023	ESA Construction Inc	127,836.86
240457	8/11/2023	NetNet Business Solutions, Inc.	7,321.27
240458	8/11/2023	Great Minds PBC	17,779.62
240459	8/11/2023	Houghton Mifflin Harcourt	23,245.25
240460	8/11/2023	Jennifer Edeal Lalonde	839.48
240461	8/11/2023	Michael Kight	2,500.00
240462	8/11/2023	Lance Blea	839.48
240463	8/11/2023	Town of Kirtland	2,666.66
240464	8/11/2023	Leslie Rene Rohrer	163.58
240465	8/11/2023	Marissa Navarro-Dominguez	839.48
240466	8/11/2023	Upchurch Enterprises DBA Mark's Plumbing	2,425.43
240467	8/11/2023	Nancy Jobe	839.48
240468	8/11/2023	National Indian Education Association	2,400.00
240469	8/11/2023	Dry Fly Enterprises, Inc. DBA Nube Group	9,207.24
240470	8/11/2023	NCS Pearson Inc.	5,534.91
240471	8/11/2023	Quadient Leasing USA, Inc.	257.55
240472	8/11/2023	Renaissance Learning, Inc	9,410.70
240473	8/11/2023	Riverside Insights	9,853.03
240474	8/11/2023	The Santa Fe New Mexican	305.73
240475	8/11/2023	Shelley Brown	839.48
240476	8/11/2023	Southwest Hazard Control Inc	1,223.64
240477	8/11/2023	Tierra Adentro of New Mexico	267,311.48
240478	8/11/2023	Tracy Galligan	839.48
240479	8/11/2023	Victoria's Sunset LLC	5,384.37
240480	8/11/2023	Wenger Corporation	5,569.60
240481	8/11/2023	Williams Scotsman Inc	3,279.43
240482	8/11/2023	American Eagle Co. Inc.	114.79
240483	8/11/2023	Johnson Controls	13,975.57
240484	8/11/2023	Truly Nolen	82.87
240485	8/11/2023	Michele Lis dba ML Consulting LLC	2,140.00
240486	8/18/2023	David Chavez	883.74
240487	8/18/2023	Conti Energy Control LLC	349,259.92
240488	8/18/2023	ESA Construction Inc	302,821.90
240489	8/18/2023	Floor Tech Contracting LLC	2,765.43
240490	8/18/2023	Hansen & Prezzano/Builders LLC	14,037.41
240491	8/18/2023	Millennium Commworld	55,996.09
240492	8/18/2023	Nine Degrees Construction, LLC	76,189.11
240493	8/18/2023	NCS Pearson Inc.	2,472.33
240494	8/18/2023	Pluma, LLC	9,450.58
240495	8/18/2023	Roswell Daily Record	399.15
240496	8/18/2023	RSM	653.82
240497	8/18/2023	San Juan College	75.00
240498	8/18/2023	Southwest Concrete & Paving, Inc.	95,384.03
240499	8/18/2023	Team Builders Plus	6,250.00
240500	8/18/2023	Yearout Mechanical	2,752.23
240506	8/25/2023	AMF Clean-Up LLC	150,531.48
240507	8/25/2023	Carlsbad Municipal Schools	19.45
240508	8/25/2023	Clayton Municipal School	3,726.96
240509	8/25/2023	Conti Energy Control LLC	1,972.31
240510	8/25/2023	Ernest Monfietto	370.97
240511	8/25/2023	ESA Construction Inc	1,326,346.32
240512	8/25/2023	Kay-Twelve, LLC	161,460.58
240513	8/25/2023	Lente's Painting, Inc.	15,117.25
240514	8/25/2023	LLR Construction LLC	152,669.47
240515	8/25/2023	New Mexico Military Institute	126.51
240516	8/25/2023	Santa Rosa Consolidated Schools	103.52
240517	8/25/2023	United States Postal Service	713.79
240518	8/25/2023	Wizer Electric LLC	13,073.59
240519	8/25/2023	Yvette Lujan-Flores	173.68
240520	8/25/2023	Wenger Corporation	761.03
240521	9/1/2023	AFLAC	2,875.81
240522	9/1/2023	Aidant Fire Protection Company	487.83
240523	9/1/2023	Alb Bernalillo Co Water Utility Author	859.70
240524	9/1/2023	Allstate Benefits	115.18
240525	9/1/2023	American Fidelity Assurance Co	82.74

Check Number	Date	Payee	Amount
240526	9/1/2023	Apple, Inc.	9,579.00
240527	9/1/2023	CenturyLink	1,957.96
240528	9/1/2023	Christine Duncan Heritage Academy	810.03
240529	9/1/2023	Conti Energy Control LLC	14,920.27
240530	9/1/2023	Denise V Balderas	277.23
240531	9/1/2023	ESA Construction Inc	285,761.41
240532	9/1/2023	First Financial Administrators, Inc.	2,202.17
240533	9/1/2023	Gallup Inc.	2,080.12
240534	9/1/2023	Great Minds PBC	8,732.46
240535	9/1/2023	Janea Menicucci	500.00
240536	9/1/2023	NM Institute of Mining & Technology	155.86
240537	9/1/2023	Nine Degrees Construction, LLC	14,574.60
240538	9/1/2023	PRO-ED, Inc.	528.00
240539	9/1/2023	Psychological Assessment RS	1,292.68
240540	9/1/2023	NCS Pearson Inc.	6,114.59
240541	9/1/2023	PNM	2,226.28
240542	9/1/2023	Rebecca Thomas	500.00
240543	9/1/2023	Renaissance Learning, Inc	10,566.72
240544	9/1/2023	Rising Sun Technologies	68,267.65
240545	9/1/2023	San Juan College	138.64
240546	9/1/2023	Staples	1,035.04
240547	9/1/2023	Truly Nolen	82.87
240548	9/1/2023	Van Amberg, Rogers, Yepa & Abeita LLP/VOIDED	-
240549	9/1/2023	Verizon Wireless	1,865.08
240550	9/1/2023	Vigil & Associates Architectural Group PC	7,293.48
240551	9/1/2023	Williams Scotsman Inc	6,165.25
240552	9/1/2023	Yvette Lujan-Flores	85.28
240553	9/8/2023	Access Communication Group LLC	64,107.67
240554	9/8/2023	Corbins Service Electric	5,932.69
240555	9/8/2023	David Chavez/VOIDED	-
240556	9/8/2023	Conti Energy Control LLC	460.25
240557	9/8/2023	ESA Construction Inc	299,349.44
240558	9/8/2023	Facility Solutions Group	19,359.36
240559	9/8/2023	Floor Tech Contracting LLC	3,259.51
240560	9/8/2023	GoTo Communications	753.53
240561	9/8/2023	Dry Fly Enterprises, Inc.DBA Nube Group	8,295.67
240562	9/8/2023	Roma Construction	369.17
240563	9/8/2023	Brightly Software, Inc.	166,871.60
240564	9/8/2023	Truly Nolen	82.87
240565	9/8/2023	Victoria's Sunset LLC	2,690.62
240566	9/15/2023	Cree Meadows Country Club and Golf Course	500.00
240567	9/15/2023	David Chavez	112.32
240568	9/15/2023	Denise V Balderas	96.79
240569	9/15/2023	e3 MSR West	850.00
240570	9/15/2023	ESA Construction Inc	192,053.88
240571	9/15/2023	Facility Solutions Group	10,374.89
240572	9/15/2023	Fire Tech LLC	10,129.56
240573	9/15/2023	Daiohs	244.90
240574	9/15/2023	Hansen & Prezzano/Builders LLC	45,096.91
240575	9/15/2023	Kay-Twelve, LLC	427,877.20
240576	9/15/2023	Laguna Department of Education	50,354.22
240577	9/15/2023	Leslie Rene Rohrer	501.20
240578	9/15/2023	Nine Degrees Construction, LLC	174,450.94
240579	9/15/2023	NM State University	2,705.40
240580	9/15/2023	NCS Pearson Inc.	6,850.82
240581	9/15/2023	The Playwell Group, Inc.	74,037.26
240582	9/15/2023	Robert Half	10,169.90
240583	9/15/2023	RSM	17,588.25
240584	9/15/2023	Safeguard Business Systems	1,936.00
240585	9/15/2023	Terracon Consultants	1,838.40
240586	9/15/2023	Trafera Holdings, LLC	52,064.20
240587	9/15/2023	Vigil & Associates Architectural Group PC	8,455.25
240588	9/15/2023	Yearout Mechanical	363.24
240590	9/22/2023	Apex Technologies LLC	3,150.18
240591	9/22/2023	Control and Equipment Company	118,618.59
240592	9/22/2023	David Chavez	544.65
240593	9/22/2023	ESA Construction Inc	151,294.18
240594	9/22/2023	Estancia Municipal School District	106.25

Check Number	Date	Payee	Amount
240595	9/22/2023	GM Builders, Inc.	246,258.32
240596	9/22/2023	Imagine Learning Inc	20,538.27
240597	9/22/2023	MJLL, Inc. dba Melloy Chrysler Jeep Dodge Ram	60,627.16
240598	9/22/2023	Rising Sun Technologies	57,777.78
240599	9/22/2023	Van Amberg, Rogers, Yepa & Abeita LLP	316.45
240600	9/29/2023	The Aisling Company	235,528.66
240601	9/29/2023	Discovery Education, Inc.	1,395.00
240602	9/29/2023	Conti Energy Control LLC	3,490.98
240603	9/29/2023	ESA Construction Inc	127,350.53
240604	9/29/2023	NelNet Business Solutions, Inc.	3,749.42
240605	9/29/2023	Four Rivers, Inc.	96,524.64
240606	9/29/2023	Hansen & Prezzano/Builders LLC	32,923.30
240607	9/29/2023	Horrocks Engineers, Inc.	6,098.20
240608	9/29/2023	Millennium Commworld	55,693.60
240609	9/29/2023	The Playwell Group, Inc.	219,062.17
240610	9/29/2023	RMKM Architecture, P.C.	19,433.19
240611	9/29/2023	Staples	5,963.56
240612	9/29/2023	Terracon Consultants	5,679.01
240613	9/29/2023	Vigil & Associates Architectural Group PC	6,607.49
240614	9/29/2023	Wenger Corporation	6,113.12

287

14,869,198.35

Approved this _____ day of _____, 2023

Attest:

President, Executive Committee

Cooperative Educational Services
STATEMENT OF NET ASSETS
For the Three Months Ending Saturday, September 30, 2023

CASH	
Operating BOA	\$17,307,331.64
Operating WF	(234,797.43)
Petty Cash	200.00
Endowment Fund	0.00
TOTAL CASH	17,072,734.21
ACCOUNTS RECEIVABLE	36,428,076.88
PREPAID EXPENSES	223,191.42
ACCRUED REVENUE	0.00
OTHER RECEIVABLES	0.00
TOTAL CURRENT ASSETS	53,724,002.51
EQUIPMENT	
Ancillary	0.00
Accum Dep Anc	0.00
Furnishings	671,006.23
Accum Dep Furn	(539,219.50)
Vehicles	237,846.96
Accum Dep Veh	(129,802.36)
Software	21,505.56
Accum Dep Software	(7,168.52)
NET EQUIPMENT	254,168.37
PROPERTY	
Land	410,888.64
Building 4216	296,135.47
Building 10601	5,475,285.45
Accum Dep Bldg 4216	(226,707.02)
Accum Dep Bldg 10601	(306,749.03)
Improvements 4216	671,194.70
Accum Dep Imp 4216	(498,457.15)
Improvements 10601	65,517.22
Accum Dep Imp 10601	(35,692.25)
NET PROPERTY	5,851,416.03
TOTAL EQUIPMENT & PROPERTY	6,105,584.40
OTHER ASSETS	
Investment in SSC	0.00
TOTAL OTHER ASSETS	0.00
TOTAL ASSETS	\$59,829,586.91

Cooperative Educational Services
STATEMENT OF NET ASSETS
For the Three Months Ending Saturday, September 30, 2023

ACCOUNTS PAYABLE	42,102,616.02
ACCRUED EXPENSES	
Ancillary Payroll	0.00
Expenses	0.00
Compensated Absences	188,913.13
TOTAL ACCRUED EXPENSES	<u>188,913.13</u>
SUMMER INSURANCE PREMIUMS	41,151.49
PAYROLL TAXES PAYABLE	67,338.80
EMPLOYEE BENEFITS PAYABLE	22,476.83
AEPA	0.00
MEMBER CREDIT LIABILITY	400,000.00
DEFERRED REVENUE	18,569.70
Mortgage Payable	4,660,179.21
Mortgage Payable - Current Portion	294,610.84
PPP Loan	0.00
Fiscal Agency Liability - NMPFMA	31,922.15
TOTAL LIABILITIES	<u>47,827,778.17</u>
NET ASSETS	13,126,511.62
CURRENT CHNG in NET ASSETS-PROFIT/(LOSS)	(1,124,702.88)
TOTAL NET ASSETS	<u>12,001,808.74</u>
TOTAL LIABILITIES & NET ASSETS	\$59,829,586.91

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

For the Three Months Ending Saturday, September 30, 2023

	September	YTD
EXTRAORDINARY REVENUE	\$0.00	\$0.00
A/R-A/P CLEARING ACCOUNT	(0.81)	(12.58)
	(0.81)	(12.58)
INSURANCE		
Insurance-Revenue	0.00	0.00
Insurance Expense	0.00	0.00
	0.00	0.00
Professional Services		
Professional Services-Revenue	0.00	165,026.17
Professional Services-Expense	111,155.33	250,377.70
	(111,155.33)	(85,351.53)
PLACEMENT SERVICES		
Placement Services-Revenue	2,865.00	60,775.00
Placement Services-Expense	5.04	15.74
	2,859.96	60,759.26
MEDICAID		
Medicaid-Revenue	18,444.10	22,968.29
Medicaid-Expense	(11,368.27)	19,740.80
	29,812.37	3,227.49
FOOD		
Food-Revenue	8,439.23	12,341.89
Food-Expense	0.00	0.00
	8,439.23	12,341.89
PROCUREMENT		
Procurement-Revenue	28,939,928.19	66,605,322.83
Procurement-Expense	28,593,262.62	65,569,307.26
	346,665.57	1,036,015.57
AEPA		
AEPA-Revenue	1,080,438.56	5,764,787.39
AEPA-Expense	1,059,447.01	5,577,010.82
	20,991.55	187,776.57
ANCILLARY		
Ancillary-Revenue	930,788.00	1,693,157.59
Ancillary-Expense	1,537,611.50	2,409,949.32
	(606,823.50)	(716,791.73)
INSERVICES		
Inservices-Revenue	700.00	4,750.00
Inservices-Expense	1,549.37	4,996.38
	(849.37)	(246.38)
MEETINGS		
Meetings-Revenue	0.00	0.00
Meetings-Expense	1,283.67	3,122.73
	(1,283.67)	(3,122.73)

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

For the Three Months Ending Saturday, September 30, 2023

	September	YTD
EANS		
EANS-Revenue	0.00	23.03
EANS-Expense	49,548.58	201,258.27
	(49,548.58)	(201,235.24)
ARP EANS		
ARP EANS-Revenue	1,244.00	73,319.63
ARP EANS-Expense	101,964.50	176,885.68
	(100,720.50)	(103,566.05)
SITE		
SITE Revenue	1,800.00	3,600.00
SITE Expense	35,216.17	96,317.93
	(33,416.17)	(92,717.93)
TAP		
TAP- Revenue	0.00	33,139.16
TAP - Expense	30,657.52	61,644.56
	(30,657.52)	(28,505.40)
ALD		
ALD Revenue	0.00	29,850.00
ALD Expense	41,982.92	110,823.66
	(41,982.92)	(80,973.66)
LEAP		
LEAP Revenue	0.00	19,500.00
LEAP Expense	77,031.48	234,314.93
	(77,031.48)	(214,814.93)
TQP		
TQP Revenue	0.00	0.00
TQP Expenses	17,488.33	55,007.64
	(17,488.33)	(55,007.64)
BUSINESS OFFICE		
Business Office-Revenue	0.00	0.00
Business Office-Expense	11,615.25	16,619.61
	(11,615.25)	(16,619.61)
EXECUTIVE DIRECTOR		
Executive Director-Revenue	0.00	0.00
Executive Director-Expense	7,928.31	25,700.75
	(7,928.31)	(25,700.75)
HUMAN RESOURCES		
Human Resources-Revenue	0.00	0.00
Human Resources-Expense	9,605.11	31,613.10
	(9,605.11)	(31,613.10)
TECHNOLOGY		
Technology-Revenue	0.00	0.00
Technology-Expense	38,328.49	87,113.32
	(38,328.49)	(87,113.32)

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

For the Three Months Ending Saturday, September 30, 2023

	<u>September</u>	<u>YTD</u>
ENTITY		
Entity-Revenue	15,429.00	136,065.61
Entity-Expense	109,813.15	817,496.69
	<u>(94,384.15)</u>	<u>(681,431.08)</u>
PROFIT/(LOSS)	(824,050.81)	(1,124,702.88)

Sandia Synergy Center
Financial Summary
9/30/2023

	August	September	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	1,287,390.10	1,295,824.89	8,434.79
Cash - Security Deposits BOA - SSC	18,494.11	18,494.11	0.00
Accounts Receivable - SSC	18,967.31	26,934.82	7,967.51
Prepaid Expenses - SSC	0.00	0.00	0.00
Fixed Assets	2,924,333.76	2,924,333.76	0.00
Total Assets	4,249,185.28	4,265,587.58	16,402.30
Accounts Payable - SSC	6,285.80	0.00	(6,285.80)
Deferred Rent - SSC	0.00	0.00	0.00
Tenant Deposits - SSC	18,286.03	18,286.03	0.00
Total Liabilities	24,571.83	18,286.03	(6,285.80)
Investment form CES	3,250,804.85	3,250,804.85	0.00
Fund Balance - SSC	937,282.80	937,282.80	0.00
Profit & Loss - SSC	0.00	0.00	0.00
Profit/(Loss)	36,525.80	59,213.90	22,688.10
Total Fund Balance	4,224,613.45	4,247,301.55	22,688.10
Total Liabilities & Fund Balance	4,249,185.28	4,265,587.58	16,402.30
Total Revenue	(50,397.23)	(74,272.96)	(23,875.73)
Total Expense	19,499.13	20,666.76	1,187.63
(Profit)/Loss	(30,898.10)	(53,586.20)	(22,688.10)
Revenue - Rent - SSC	(35,781.64)	(53,672.46)	(17,890.82)
Revenue - Passthru Maintenance - SSC	0.00	0.00	0.00
Revenue - Passthru Electricity - SSC	(2,633.21)	(2,633.21)	0.00
Revenue - CAM - SSC	(11,969.82)	(17,954.73)	(5,984.91)
Revenue - Interest Tenant Deposits - SSC	(12.56)	(12.56)	0.00
Revenue - Misc - SSC	0.00	0.00	0.00
Revenue - Investment - SSC	(3,276.69)	(5,627.70)	(2,351.01)
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	0.00	0.00	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	1,076.87	1,614.99	538.12
Janitorial Supplies - CAM - SSC	309.96	830.32	520.36
Contract Maintenance - CAM - SSC	787.82	787.82	0.00
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	163.77	163.77	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	4,504.34	4,504.34	0.00
Gas - CAM - SSC	47.15	47.15	0.00
Water & Sewer - CAM - SSC	1,500.89	1,500.89	0.00
Solid Waste Removal - CAM - SSC	758.30	758.30	0.00
Telephone - CAM - SSC	580.00	580.00	0.00
Security & Alarm Monitoring - CAM - SSC	106.67	106.67	0.00
HVAC Maintenance - CAM - SSC	318.35	318.35	0.00
HVAC Repairs - CAM - SSC	0.00	0.00	0.00
Grounds Maintenance - CAM - SSC	2,477.53	2,606.68	129.15
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	0.00	0.00
Management Fees Contract - CAM - SSC	3,230.00	3,230.00	0.00
Management Fees Intercompany - CAM - SSC	0.00	0.00	0.00
Internet CAM - SSC	580.00	580.00	0.00
Equipment & Storage Rental Fees	0.00	0.00	0.00
Electricity - SSC	0.00	0.00	0.00
Repairs - SSC	0.00	0.00	0.00
Maintenance - SSC	0.00	0.00	0.00
Repairs & Maintenance General - SSC	424.27	424.27	0.00
Electricity Passthru - SSC	2,633.21	2,633.21	0.00
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

2023-2024 Strategic Plan

Periodic Reporting

Ancillary:

Goal 1: Operational Efficiencies and Customer Service Excellence.

July	<ol style="list-style-type: none"> 1. Recruitment and retention: Interviewed 3, recommending 2, 1 resigned. Staff Count: 212 Initiated Affiliation Agreement with UNM SHS Dept. Encouraged APS to provide "Office Hours" for remote staff to support consistency and provide momentum. 2. Explore IT uses to support Ancillary Dept responsibilities. Have not delved into AI yet.
August	<ol style="list-style-type: none"> 1. Recruitment and retention: Interviewed 15, recommending 9, 1 resigned. Staff Count 223 Placed first BMS in Socorro. 2. Explore IT uses to support Ancillary Dept responsibilities. Have not delved into AI yet.
September	<ol style="list-style-type: none"> 1. Recruitment and retention: Interviewed 0. Staff count: 224 Placed first BMS in Socorro. 2. Explore IT uses to support Ancillary Dept responsibilities. professional development in the area of Excel is indicated. 3. In addition to our current Strategic Plan, we are happy to report, with the help of Val Yoakum and her son, a UNM Accountant, we have automated our Overage Audit to 100% accuracy. This has reduced a 5 –7 hour job to approximately 10 minutes. From this same report we can provide accurate "Weekly Hours" report to HR for NMPSIA compliance, reducing from 3 hours to 10 minutes.
90 Day Plan	<ol style="list-style-type: none"> 1. Continue to interview. 2. Look for support to learn Excel, and begin the process for learning about the Presence Learning platform.
October	
November	
December	
90 Day Plan	
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90 Day Plan	
April	
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June	
90 Day Plan	

Goal 2: Professional Development, Quality Instructional and Educational Leadership

July	<ol style="list-style-type: none"> 1. Expand PD opportunities for department staff. First CPI training complete for Ancillary staff. Indicator 13 & 14 training for Transition Specialists has taken place. 2. Staff development/promote tuition reimbursement. Discussing what the focus should be regarding priorities in learning more regarding technology.
August	<ol style="list-style-type: none"> 1. Expand PD opportunities for department staff. <ol style="list-style-type: none"> A. <u>CPI Training</u> 8/2 – SABE Regular Ed 8/4 – Socorro Consolidated Schools 8/11 – Alce King Regular Ed 8/12 -- CES Ancillary Staff Refresher 8/17 & 8/18 – Alice King Full Course B. Autism Evaluation Training: Update – We found an online training for the ADOS-2 That seems to be a good alternative and less cost prohibitive than last year's choice at \$712.00 a person instead of several thousands of dollars. The trainers in some cases are co-authors of the ADOS-2 Battery. Participants are provided Certification of Completion documentation will be provided via email the week following the workshop. 2. Staff development/promote tuition reimbursement. Discussing what areas we feel need to be a priority as a department in learning more regarding technology. Mostly pointing to Excel. To consider learning AI for Excel, means we need to understand more about Excel to begin with.
September	<ol style="list-style-type: none"> 1. Expand PD opportunities for ancillary and department staff. <ol style="list-style-type: none"> A. <u>CPI Training</u>: 9/9 - CES 9/22 Mescalero Apache

	<p>9/23 & 9/30 CES</p> <p>9/25 Montessori of the Rio Grande</p> <p>9/28 Socorro Public Schools</p> <p>B. <u>ADOS-2 Autism Evaluation</u>: 2 additional staff are registered.</p> <p>C. <u>Greenshades</u> rollout for Ancillary still TBD.</p> <p>D. Transition Specialists have indicated they are getting training on <u>Indicator 13 & 14</u> through their respective institutions.</p> <p>2. Staff Development.</p> <p>A. Confirmed need for Excel PD.</p>
90 Day Plan	<ol style="list-style-type: none"> 1. We will explore recruiting another trainer for CPI and do a market comparison to be sure we are in a competitive position. 2. We will look at ways to be trained in Excel that will be a minimal interruption for workflow in the Ancillary Department.
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90 Day Plan	
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90 Day Plan	
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90 Day Plan	

Procurement:

July	1. "Kaizen"	Continuous review, analysis, and optimization of Proc. Dept. processes and systems
	2. Procurement Department Website Update	Will begin when marketing Co. Is hired
	3. New Procurement Offerings, Products & Services, to Members	Hired John King, <i>Member & Procurement Analyst</i> , to support & manage the RS Means (JOC Core) construction platform with the objective of making JOC Core the platform of choice for members. • In effect, John's hiring launched CES Procurement PaaS (Procurement as a Service)
	4. Growth through Strategic Partnerships	Continue to nurture current (i.e., NMPED) and develop new strategic partnerships (i.e., AT&T Education).
	5. 5.Annual review of vendors	Will begin May 2024
August	1. "Kaizen"	Continuous review, analysis, and optimization of Proc. Dept. processes and systems
	2. Procurement Department Website Update	Will begin when marketing Co. Is hired
	3. New Procurement Offerings, Products & Services, to Members	John King (PaaS) making contacts w members & contractors. His involvement w reviews & mgt. Of RS Means (JOC Core) continues to grow. • CES does not charge members or vendors for JK's services, whereas members pay Gordian 6% for their review services.
	4. Growth through Strategic Partnerships	Continue to nurture current (i.e., NMPED) and develop new strategic partnerships (i.e., AT&T Education, Tribal).
	5. 5.Annual review of vendors	Will begin May 2024
September	1. "Kaizen"	Continuous review, analysis, and optimization of Proc. Dept. processes and systems
	2. Procurement Department Website Update	Will begin when marketing Co. Is hired
	3. New Procurement Offerings, Products & Services, to Members	John King's involvement w reviews & mgt. of RS Means (JOC Core) continues to grow as he presents in the regional mtgs. • CES Procurement added Richard Mtz., <i>Procurement & Contract Spec.</i> (starts 10/9) also to support the PaaS program CES Procurement is developing to diversify our line of procurement products & services and differentiate ourselves from our competitors. No other coop provides these services.
	4. Growth through Strategic Partnerships	Continue to nurture current (i.e., NMPED) and develop new strategic partnerships

		(i.e., AT&T Education, Tribal, external PEs).
	5. 5. Annual review of vendors	Will begin May 2024
90 Day Plan	<p>CES Procurement launched PaaS (Procurement as a Service) - to diversify our line of procurement products & services offered and differentiate ourselves from our competitors. No other coop provides these services.</p> <ul style="list-style-type: none"> • Added John King to provide addtl. Support services to Member and contractors. • Added Richard Mtz. to provide addtl. Support services to CES Procurement, produce more RFPs & contracts and better support members & vendors w. Growing demand of use of CES contracts. 	
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90 Day Plan		
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90 Day Plan		
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90 Day Plan		

Business Administration:

July	<p>Action Plan 1: Have discussed training with Staples group on the software used at CES; Teams, Share Point, Excel, Word, Outlook.</p> <p>Action Plan 2: Discussed use of a CRM program to capture Procurement Partner and member contacts and their contact information. CRM program is on the horizon but probably will not be implemented for a few months. Continue to attend in state conferences to interact with Procurement Partners and members. Have not started on the Procurement Partner or member survey. Need to get with Digitech about the ability to allow Procurement Partners to view the documents they upload into Image Silo.</p> <p>Action Plan 3: Payroll efficiency is being addressed in two ways. One, using the GP Smart Connect function allows payroll data to be entered into a spreadsheet and then uploaded into GP for payroll processing. This eliminates the need to enter the same payroll data directly in GP using multiple screens for input. Two, GreenShades software is being purchased to aid in the processing of payroll. This software will also allow employees to view more detailed payroll information and manage their benefits.</p> <p>Action Plan 4: Working on list of potential Procurement Partners and members to be on the advisory groups.</p>
August	<p>Action Plan 1: Staples' method of training is geared more towards groups training on the software CES uses. Need to look at alternatives including the use of CES employees to do various training.</p> <p>Action Plan 2: CRM system still in the offing. Procurement Partner and members surveys have not been created. Discussions continue about Procurement Partners having the ability to see the documents they upload. Not as easy as first thought.</p> <p>Action Plan 3: GP Smart Connect fully functional. Green Shades implementation and training continues. The setup process is more time consuming than first realized. Meeting with GreenShades staff twice a week for setup guidance.</p>

	<p>Action Plan 4: Input from staff on which Procurement Partners and members would be good on the advisory Committees.</p>
September	<p>Action Plan 1: No finalization on best way to train employees on software has occurred. Big question is how does CES train new employees one at a time as these employees come on board with CES? It is felt that using online tutorials would not be the best way for this training. Continuing to explore options that meet employee needs while being cost effective.</p> <p>Action Plan 2: Still trying to figure out how to create lists for Procurement Partners and members so CES can send targeted messages to strategic contacts such as construction vendors or technology staff at member institutions.</p> <p>Action Plan 3: Continue meeting with GreenShades staff twice a week. Setup and implementation continue. Have discovered some items that will need further consideration such as the handling of the I-9 process and accounting for PTO and the reporting that goes with PTO.</p> <p>Action Plan 4: Reviewing the list of Procurement Partners and members given by staff to serve on the advisory committees.</p>
90 Day Plan	<p>90 Day Recap</p> <p>Action Plan 1: Have sought input from staff and training providers about the best way to train employees as a group and on a single employee basis.</p> <p>Action Plan 2: Attendance at conferences is happening and is on going</p> <p>Action Plan 3: GP Smart Connect is fully functional and has supplied a level of efficiency. The GreenShades implementation, guidance and training continues. CES meets with GreenShades staff twice per week.</p> <p>Action Plan 4: Reviewing the list of Procurement Partners and members given by staff to serve on the advisory committees.</p>
October	
November	
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90 Day Plan	

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90 Day Plan	
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June	
90 Day Plan	

Human Resources:

July	<p>1a. Explore new HR platform to improve payroll/hr functions. Enhance operational efficiencies:</p> <ul style="list-style-type: none"> a. Vetting payroll/hr systems with team 1b. Greenshades meetings T & Th: Started 6/27-7/20 1c. Maintain Customer Responsiveness: Open Enrollment outreach email for all employees, explaining the process; 13 phone calls with Ancillary, Prof Services employees. <p>2a. Implement Staff survey to identify retention priorities: no action</p> <p>2b. Conduct Exit Surveys: Gallup agency doesn't do exit surveys for our subscription type. Will have to develop.</p> <p>2c. Use CES video, NMPSIA program guide: Have not used video, have been giving NMPSIA program guide to all new hires, 7/21, 7 Ancillary Employees received</p>
August	<p>1b. Greenshades meetings T & Th: 8/10-8/29</p> <p>1c. Maintain Customer Responsiveness: 12 phone calls Ancillary, Prof Services.; Nicole Brown First Financial, staff enrollment & info, 8/10, 8/17, 8/24. Open Enrollment assistance, 8 Ancillary employees.</p> <p>2a. Gallup Survey Training: No action</p> <p>2b. Conduct Exit Surveys: No action</p> <p>2c. Use CES video, NMPSIA program guide: have not used video, 1 Ancillary employee, program guide.</p>
September	<p>1b. Greenshades meetings Th: 9/7 & 9/27</p> <p>1c. Maintain Customer Responsiveness: Ancillary Newsletter, 4 phone calls, Ancillary, Prof Services.</p> <p>2a. Gallup Survey Training: no action</p> <p>2b. Conduct Exit Surveys: no action</p> <p>2c. Use CES video, NMPSIA program guide: 1 Office Staff Program Guide</p>
90 Day Plan	<p>Now that the hiring has slowed, focus on the surveys and Professional services outreach.</p>
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90 Day Plan	
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90 Day Plan	
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90 Day Plan	

Information Technologies:

July	Greenshades implementation for HR/Payroll. LEAP/Moodle setup/support for Cohort 5. Develop the business model for eProcurement (new name?) licensing, new features to include Reporting, Messaging, Member/Vendor/Admin dashboards. Tier-pricing models for modules. Explore integration with Business Office; HR/Payroll software. CES Software/IT Training curriculum to highlight Microsoft 365 AI
August	Ancillary – Need to meet to discuss Vacancy Dashboard/Report Procurement – Need to meet with RTS to discuss quick fixes and long-term rewrite for licensing opp. Business Office – Need to schedule Dynamics 365 demo with RSM PS – staying with Moodle LMS for LEAP, need to meet with LeAnne for ALD *Greenshades – data cleanse by 10/1; rollout by 11/1? *Need to determine CRM/AI use-case/training with Customer Relationship Training
September	Ancillary – Need to meet to discuss Vacancy Dashboard/Report and implementation of overage reporting Procurement – Met with RTS to discuss quick fixes and long-term rewrite for licensing opp. AEPA put out RFI/RFP, need to determine response/licensing/pricing/support Business Office – Need to schedule Dynamics 365 demo with RSM; integration with Member schools/entities PS – new payment process; initial discussion for application process
90 Day Plan	Ancillary – determine feasibility of vacancy/overage report for portal Procurement – AEPA response, rewrite for licensing Business Office – Dynamics 365 demo PS – application process, need to consolidate PS student data. *Greenshades – data cleanse by 10/1; rollout by 11/1? *Need to determine CRM/AI use-case/training with Customer Relationship Training
October	
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90 Day Plan	
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90 Day Plan	
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90 Day Plan	

LEAP:

July	Completed Applications for Cohort 5, Accepted Cohort 5 Developed 4-day all-coach retreat & prepared calendar and associated content for C5 Distributed team leadership tasks and organizational needs for C5 Developed Pre-Service Syllabus and Training Trained 200+ C5 Leapsters in Classroom environment, Lesson Planning, Material Prep, UDL
August	<u>SOAR Report</u> preparation to NMSU Title 2 preparation to DOE, In-Person Coaching for all Candidates began Full Team Meeting, Prepared PreService LateHire for 57 Candidates Closed applications to Candidates Aug. 4
September	Held Preservice LateHire For 57 candidates Attended Governor's Literacy Summit Submitted SOAR, held in-person PD in Artesia, Albuquerque and Las Cruces, Invoicing and billing districts and sites started, WIOA reporting began,
90 Day Plan	National accreditation is postponed presently and an advisory will be developed after a revision to the application system (set for Oct/Nov, with Advisory needed early winter for a late spring application)
October	Submitting Title II to DOE (3 rd week) Submitted RFA to NMPED for PD with ALD Virtual Coaching month for all coaches
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90 Day Plan	
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90 Day Plan	
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90 Day Plan	

Leadership:

July	<p>Processed 94 applications for ALD program. Sent out approval letters, assigned classes to facilitators and participants, and finalized the 2023-24 ALD calendar. Added 2 classes to accommodate the increased number of participants. We have 50 Cohort 12 ALD candidates completing this semester and 84 Cohort 13 candidates beginning. Contacted first year superintendents regarding FYSA participation. Processed 22 applications for FYPA and finalized training calendar. Conducted two-day in-person initial training for FYPA. Finalized fall Leadership Series schedule and secured presenters. Presented Strategic Planning training session for NMSBA. Co-chaired the Principal Prep Workgroup for all administration preparation programs in NM.</p>
August	<p>Finalized calendar, organized and attended Executive Coach training. Contacted Executive Coaches and made assignments for coaching for FYSA, FYPA, and ALD. Organized Superintendent Mentor training. Developed and conducted Finance and Budget training for FYSA. Organized two-day in-person Instructional Coach Conference. Attended the PSCOOTF hearing in Santa Fe. Presented to school boards in Jal and Eunice regarding the CES 6-year Study. Co-chaired the Principal Prep Workgroup for all administration preparation programs in NM.</p>
September	<p>Developed and presented 5 regional Principal Learning Institutes (PLI) across the state. Finalized fall content and trained ALD facilitators. Taught SE NM ALD class in Lovington. Co-taught FYPA virtual session. Attended Executive Coach training. Organized two-day in-person Instructional Coach Conference #2. Facilitated two Leadership Series virtual sessions. Followed up with USW/ALD partnership. To date 18 of our ALD graduates have enrolled to begin their doctoral program at USW. Attended 6-year Study Advisory Committee meetings. Co-chaired the Principal Prep Workgroup for all administration preparation and completed recommendations to submit to LESC.</p>

90 Day Plan	Continue to support leaders at all stages of their administrative careers. Assist with planning and present at the CES Leadership Conference and NMAESP Principal Conference in October.
October	Met with State Representatives Joy Garratt and Ray Lara, LESC representatives, and the Greater Albuquerque Chamber of Commerce to present recommendations for updates for requirements for NM Principal Prep programs. Attended virtual follow-up sessions for the Instructional Coach Conference. Attended Executive Coach virtual training.
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TAP:

July	<p>Action Plan 1, Planning TAP presentations and other TAP supports (registration fliers, guidance article topics) for first semester 22-23. Vetting new presentations. New hire meeting for 3 new TAP Consultants.</p> <p>2a, requested presentations provided to ACES Charter, LEAP, Southwest Secondary Learning Center Charter</p> <p>Action Plan 1c, Consultants updating and re-recording webinars in the TAP Hot Topic on Demand Library</p>
August	<p>Action Plan 1, TAP provided 3 virtual presentations funded by NMPSIA, 1b, Sept. registration fliers distributed early Aug. 2nd, TAP monthly guidance articles started this month and posted in CES & Ancillary newsletters & CES website.</p> <p>2a, requested presentations provided to Hagerman (2 AM sessions), Horizon Academy West, Torrance County Children’s Services in Moriarty. TAP evaluations shared with coordinator, presenters and David Chavez.</p> <p>Complimentary TAP consultation services provided to various districts mainly in the area of behavior management and needed strategies.</p>
September	<p>Action Plan 1, TAP provided 1 full day and 20 half-day presentations funded by NMPSIA 1b. Oct. Registration fliers distributed Sept. 7th. 1c. TAP added two new monthly guidance articles to make a total of four articles posted on website and newsletters to support educators, TAP Library continues to grow and get updated by consultants</p> <p>2a, 2 separate full day presentations requested by Santa Fe Public Schools, CES Leadership Program presentation on SPED compliance.</p> <p>Complimentary consultation services via phone and email continue to come in regarding specific issues districts are facing.</p>
90 Day Plan	<p>Continue to market and provide quality TAP services to include presentations, consultation services, guidance articles and updated webinar recordings in the TAP library to educators in the state.</p>
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SITE:

July	Action Plan 1 (Increase the number of SITE Districts): Set up plans with 20 districts renewing MOAs in the areas of New Teacher Development, Conceptual Math Applications, Engagement Strategies, Using AI to help create Lessons, UDL, Cultural and Linguistic Responsiveness, Project based learning, and Sheltered Instructional Strategies. Action Plan 3 (Improve coordinated and comprehensive training of SITE consultants): New Teacher Collaboration and Professional Development with SITE consultants.
August	Action Plan 1 (Increase the number of SITE Districts): New SITE districts include Cimarron, Cobre, Hagerman, Holy Ghost, Jemez Mountain, Pecos, Albuquerque Aviation, and Pojoaque. Action Plan 3 (Improve coordinated and comprehensive training of SITE consultants): Joint training with LEAP on the "Foundations of Coaching" with Elisa Begueria
September	Action Plan 2 (Strengthen accountability measures used to determine progress towards district/school goals.) Partnership with PED on standards alignment with NAEP and coaching support for NAEP districts to raise reading and math scores on the National Assessment with additional support in the area of NMSSA alignment.
90 Day Plan	<ol style="list-style-type: none">1. Continue to complete implementation of MOAs with the goal of 40 total districts.2. Continuous improvement of district support in training and coaching.3. Collect and analyze short cycle assessments in districts for the first 90 days.
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Professional Development:

July	<p>1a. Scope of work was developed for the 6-year study. 3b. CES Executive Committee approved \$740,000 budget. 7a. Advertised and interviewed candidates. CES was unable to find a match for this position. Contracted with a professional services provider.</p>
August	<p>1b. RfP was released, and 6 vendors submitted. 1c and d. Contracts were evaluated and awarded to all vendors. AAIS will do year 1 work with all districts participating. 2 a-c. 18 schools were identified as potential participants. MOUs were entered into by 11 districts and CES. 3a. Initial Advisory meeting took place on 8/16, with 23 members attending. 4a-d. Quality control for year one will be addressed by CES staff as AAIS will be the sole vendor for year one. 7b-c. Grant was submitted to Thornburg Foundation to support 6-yr Study. Presentation was made to Permian Strategic Partners to acquire funding for districts in the study to support initiative.</p>
September	<p>2c. MOUs were entered into by 3 additional districts and CES. Currently waiting on one more district. 3a. Individual meetings occurred with foundations. CES applied for initial funding from Thornburg Foundation and Permian Strategic Partner. Foundations cycles usually start in Jan., and CES will be applying. 5a. Survey sent to participating districts to provide basic information for CES & vendor. 5b. All entrance meetings for the 16 districts took place virtually and on-site visits were scheduled.</p>
90 Day Plan	<p>Continue monitoring and supporting the initial steps of the 6-yr study. Identify options to elevate student learning through comprehensive math professional development.</p>
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Northern Services:

July	<p>Regional Travel and annual NMCEL are highlights pending this month. Travel included Region 4 and Region 5, primarily. Continued Support for Utilizing Bluebook for informational purposes for requisitioning purchases, obtaining contracts and other vendor information (including pricing), and uploading or transmitting Purchase Orders via the various purchasing options available.</p> <p>NMREAP is in full “renewal mode” and the majority of current subscriptions are renewing and have submitted PO’s. Summer is generally a little busier with calls from Subscribers and applicants looking for assistance in access and utilization.</p>
August	<p>August was a busy travel month. I spent a large amount of time in the northern half of Region 1 with two different trips there. One was for the NM Municipal League and the other was for entity visits and regional meeting. Also had the Region 2 meeting, as well, in Jemez Mountain. I traveled into Region 2 and spent time in entities in the Taos/Questa/Red River/etc... area.</p> <p>NMREAP invoices are tricking in and school is starting. Most positions that can be filled have been filled!</p>
September	<p>September/October is “Directory Month”. I have started the annual update process of over 350 members/entities in the north. Each received individualized notices with their contacts listed from the directory. I received an overwhelming response (best ever) in the first round of update notices and have been tackling getting these input into the directory. Round two will start with the remaining 150 or so.</p>
90 Day Plan	<p>Things are going well with regional travel. I did not hit the “southern” portion (Gallup/Zuni) of Region 1 this last quarter, so it will be priority in early October. As posted throughout the quarter, continued fielding of calls/emails for assistance along with scheduled in-person trainings and meetings is the primary focus.</p> <p>The entire staff has begun a three-part “Customer Service” training to better work with and for our members and to increase in-house efficiencies for that service.</p>

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Southern Services:

July	<p>Conducted on-site visits to members in Region 8 (Las Cruces area). Ran a booth at the Procurement and Contracting Symposium (hosted by Texas equivalent of PTAC) in order to recruit additional vendors and PEs. Continued to supply help and training as needed to entities' personnel needing access to the Bluebook and contracts. Continued updates to Member Directory. Along with regular social media posting, developed a draft video script for Procurement Department review - "Becoming a CES Procurement Partner and Contract Holder," using AI (Artificial Intelligence) to help convert bulleted talking points into flowing script. Published July 2023 Member Newsletter. 15 mass emails also sent for marketing and information sharing.</p>
August	<p>Conducted on-site visits to members in Region 8 (Las Cruces, Gadsden, Hatch, T or C, and Deming areas). Manned booth at NM Municipal League conference in Farmington. Continued to supply help and training as needed to entities' personnel needing access to the Bluebook and contracts, plus a new emphasis on specific purchasing support for CES business office. Continued updates to Member Directory. Maintained regular social media posting. Used AI (Artificial Intelligence) to produce improved verbiage for articles and plan outlines. Published August 2023 Member and Vendor Newsletters. 22 mass emails also sent for marketing and information sharing.</p>
September	<p>Conducted on-site visits to members in Region 8 (Animas & Lordsburg areas). Participated in eProcurement planning session with other CES leadership. Assisted PE as a member of their employment interview panel. Attended regional CES meetings in Cloudcroft and Gadsden. Attended regional NMSBA meetings in Lovington and Deming. Continued to supply help and training as needed to entities' personnel needing access to the Bluebook and contracts, plus specific purchasing support for CES business office. Continued updates to Member Directory. Prepared for solicitation of contact information updates from all southern members and PEs. Maintained regular social media posting and worked toward production of various print and video media. Used AI (Artificial Intelligence) to produce improved verbiage for articles and plan outlines. Published September 2023 Member Newsletter. 21 mass emails also sent for marketing and information sharing. Explored and studied method of producing reels for use in social media.</p>
90 Day Plan	<ol style="list-style-type: none"> 1. Complete visits in Region 8. 2. Make site visits to <i>CEO & Purchasing contacts only</i>, Regions 6, 7, 8, & 4S. 3. Complete production of video "Becoming a CES Procurement Partner and Contract Holder."

	<ul style="list-style-type: none"> 4. Complete recorded interviewing with Professional Development leadership for use in videos for each program and a compilation video. 5. Explore use of AI in graphics production.
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