



EXECUTIVE COMMITTEE MEETING

Tuesday July 16, 2024

3:00PM

Embassy Suites

Sandia IV

Albuquerque, NM 87123

- A. Call to Order
- B. Roll Call
- C. Oath of Office – Kevin Summers, Felix Garcia, Johnna Bruhn, Cody Patterson
- D. Approval of Agenda*
- E. Approval of Minutes – May 30, 2024*
- F. 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 – Tana Daugherty
 - d. Policy – Brian Snider
- G. Program Overview/Reports
 - a. Six Year Study Update
 - i. Audits
 - ii. Mathematics AAIS Initiative
 - b. Regional meeting updates/Schedule
 - c. Facility Managers Conference/Leadership Conference update
 - i. Day One Phil Warrick – Teacher Evaluation
 - ii. Day Two Jan Hoegh – Standards Based Instruction
 - d. NMSBA/CES Board Member Training

H. 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 approval to allow the Executive Director to sign PE Agreements and PED IGA's
- ii. Review and make final budget recommendations and changes (if necessary)

I. Personnel – Report

a. Staff Contracts and Resignations*

J. Consent Agenda

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

K. Setting Next Meeting Dates

- a. Monday October 14th, 5:00PM in conjunction with the Facility Managers Workshop
- b. February 2025 exact date TBD in conjunction with the NMSBA Board Member Institute

L. Adjournment

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

*Included in Advance Packet Mailing

CES Executive Committee
Meeting Minutes
May 30, 2024

Call to Order:

The meeting was called to order at approximately 2:00pm by President Brian Snider. 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:

Brian Snider	President
Dwain Haynes	Past President
Kevin Summers	Region I – Secretary
Felix Garcia – Jemez Mountains	Region II
Dr. Cindy Sims – Estancia	Region IV
Erik Bose – ABQ Charter Academy	PCSNM
Stan Rounds	NMCEL
Dr. Charley Carroll	Higher Ed 2 Year

Members Absent:

Elisa Begueria – Lake Arthur	President Elect
Johnna Bruhn – Mosquero	Region III
Tandee Delk – Elida	Region V
Dr. Gerry Washburn – Washburn	Region VI
Tana Daugherty – Cloudcroft	Region VII
Travis Dempsey – Gadsen	Region VIII
Joe Guillen	NMSBA
Dr. Candice Castillo	NMPED
Dr. Sandra Rodriguez	Higher ED 4 Year

Non-Members Present:

David Chavez	CES Executive Director
Robin Strauser	CES Deputy Executive Director
Lianne Pierce	CES Director of Ancillary CES
Gustavo Rossell	Procurement Manager CES
Jim Barentine	Southern Services Director CES
Paul Benoit	Northern Services Director CES
Yvonne Tabet	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.

Approval of Agenda

A motion was made by Kevin Summers and seconded by Felix Garcia to approve the agenda for May 30, 2024. With an addendum under the Executive Director Report - Strategic Leadership Development. The motion passed unanimously.

Approval of Minutes

A motion was made by Kevin Summers and seconded by Erik Bose to approve the March 19, 2024, minutes. The motion passed unanimously.

Agency Communications

The following reports were presented

Partnerships -Brian Snider

NMCCS – Erik Bose

Sponsoring a Summer Conference at the Inn of the Mountain Gods June 24-26, 2024. Busy administrating grants for charter schools.

NMCEL – Stan Rounds

A coalition of school districts, their leaders and the superintendent's association has filed suit against New Mexico Public Education Department, challenging the rule requiring public schools to spend 180 days with students. PED's rule as unlawful, overreaching mandates.
Working to realign the health and risk insurance, normalize the numbers.

NMPED – Dr. Castillo

Not present. No report given.

NMSBA – Joe Guillen

Not present. No report given.

Higher Education (4yr) – Dr. Sandra Rodriquez

No report given.

Higher Education (2yr) – Dr. Charley Carroll Busy

growing enrollment up 6%.

50 million in construction projects, 100 million in future activities.

Construction costs are inflated; similar issue using RS Means estimates are extremely high.

OMNIA Partners contacted Dr. Carroll, advertising their purchasing services. In addition, OMNIA has been reaching out to CES' procurement partners via the "Blue Book" with a goal of contacting all members by October 1st

Finance – Elisa Begueria

Not present. No report given.

Scholarship – Tana Daugherty

Not present. No report given.

Policy – Brian Snider

David Chavez – CES' Board Policy document has been reviewed, recommendations given, and modifications made. The document will be ratified at the October meeting.

Program Overview and Reports

The six-year study update was given during the morning session. David stands for questions. No questions.

Administrative Reports

Finance – Robin Strauser stated a few highlights a full report is included in meeting packet.

- As of April 30, 2024, CES' total revenue was \$268,299,184; SSC had a total revenue of \$287,258. The total combined revenue is \$268,586,442; an increase of 6.5% from previous year.
- As of April 30, 2024, CES had a profit of \$1,872,389 and SCC had a profit of \$50,632 for a total combined profit of \$1,923,021. Profit decreased by 14.4% from April 2023, the change in profitability can be attributed to financial support for the 6-Year Study and additional staff.

Ancillary – Lianne Pierce – Full report included in meeting packet.

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

- CES marketplace – eCommerce platform where members can buy from our contract holders & introduction of Amazon & Walmart Business to this CES Marketplace.

Northern Services/REAP – Paul Benoit -Full report included in packet. Technology

– Brad Schroeder -Full report included in packet

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

- Attended the El Paso Apex Expo May 13th and was able to connect with vendors informing them of the possibilities with CES.
- The number of followers on social media continues to grow.

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

- Section 5: Health And Safety of CES' Employee Handbook has been sent to POMS for review, a full report included in packet.
- 14 new hires this fiscal year

Executive Director Report

(a) Budget 2024-2025 Fiscal Year Request the following increases for fiscal year 2023-2024:

- Increase the Ancillary rate for members using the program by 4%; the increase would be applied to compensation for all Ancillary employees. The increase would be a pass-through to members contracting for these services.
- Provide a 4% increase in compensation for all CES office staff, this would amount to \$142,715.00 inclusive of benefits.
- Allow for the greater of a \$1,200.00 or 2% bonus if CES meets its fiscal goals for the 2024-2025 fiscal year to be revisited at the April 2025 Executive Committee meeting. This would be a one- time bonus that does not factor into the employee's compensation package.

Request permission to continue the IGA's we currently have with PED and to negotiate any new IGA's with PED or other non-profit foundations. Presently we have 3 IGA's with PED:

- i. Two IGA's that allow for PED to contract with CES for Professional Service Staff.
- ii. LEAP IGA's with PED increasing the number of Dyslexia practitioners, CES provides the instruction during their first year in LEAP and the May Center provides the second-year experience.
- iii. Memorandum of Agreement with an institution that hires a significant number of native candidates as alternative licensed staff for the Indigenous educator pipeline.
- iv. IGA with the culture and equity division of PED to allow LEAP graduates to work towards the TESOL endorsement. LEAP provides the first year of instruction and the language acquisition is provided through our partnership with New Mexico State and Eastern New Mexico Universities.

We currently receive a \$50,000.00 grant to support the Six-Year Study from the Thornburg Foundation. I would like to re-apply for a continuation of that grant.

Professional Services adding Title IX investigators and SPED mediators as consultants for districts. Expanding CES contracts for use by other neighboring states.

Continue with member service credits for public schools, cities and counties.

A motion was made by Stan Rounds, seconded by Dr. Charley Carroll, to accept the budget as presented. The motion passed unanimously.

(b) Executive Directors Evaluation (Executive Session) - A motion was made by Stan Rounds, seconded by Kevin Summers, to move into Executive Session at 2:55pm roll call was taken and unanimously approved. The meeting reconvened at 3:13pm roll call was taken to reconvene into regular session. A motion was made by Stan Rounds, seconded by Dr. Charley Carroll, that David Chavez continue as the Executive Director, receive a 4% raise and \$15,000 bonus. The motion passed unanimously.

A motion was made by Stan Rounds and seconded by Kevin Summers to approve the Strategic Plan as presented. The motion passed unanimously.

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

Consent Agenda

A motion was made by Dr. Charley Carroll, seconded by Erik Bose to accept the consent agenda, motion passed unanimously.

Setting Next Meeting Dates

- a. Tuesday July 16th, 3:30PM at CES in conjunction with the NMCEL Summer Conference
- b. Monday October 14th, 5:00PM in conjunction with the Facility Managers Workshop
- c. February 2025 exact date TBD in conjunction with the NMSBA Board Member Institute

Meeting adjourned.

Robin Strauser, Chief Financial Officer
Administrative and Finance Report

CES celebrated 45 years of success in May!

This report reflects financial activity through May 2024.

Finance:

As of May 31, 2024, CES had a total revenue of \$300,249,657 and SSC had total revenue of \$318,177. Total combined revenue was \$300,567,833, compared to total revenue of \$284,998,127 for May 2023. This is a 5.5% increase, or \$15,569,706 more revenue this year compared to last year.

Also as of May 31, 2024, CES had profit of \$1,915,308 and SSC had a profit of \$40,699 for a total combined profit of \$1,956,007. Compared to total profit as of May 2023 of \$2,742,362, profit decreased by \$786,355 or 28.7%. The change in profitability can be attributed to financial support for the 6-Year Study and the addition of staff.

As of May 31, 2024, CES had a Net Fund Balance is \$15,033,667.

Through May 2024, the dollar amount of all purchase orders approved by CES staff was \$481.7 million, an increase of \$79.5 million over the same period last year. This equates to a 19.8% increase in the dollar amount of total purchase orders approved. Direct purchase orders approved were \$173.9 million, an increase of \$27.0 million over the previous period. Traditional purchase orders, including Gordian and RS Means, were \$307.9 million, an increase of \$52.5 million over the previous period.

The Business Department, along with other CES staff, have been reviewing demonstrations of a new ERP software system. The current system, Microsoft Dynamics Great Plains, will no longer be supported by 2028. The ERP system that seems like the best fit for CES is a new Microsoft product, Dynamics 365 Business Central (BC). CES will be using its current reseller, RSM, for implementation and support. CES has had a great 15-year relationship with RSM. The goal is to have the new software implemented by the start of Fiscal Year 2025. This new ERP system will have a plethora of new features that will bring efficiencies not currently available. The new ERP system does not have a payroll module, so CES is investigating payroll software that will integrate into the new system. The upcoming fiscal year will be a very busy and exciting time for the Business Department.

Budget:

We have been busy meeting with the various departments within CES to formulate the FY24-25 operating budget. The proposed budget along with travel expense reimbursement, was presented and approved at the May meeting.

EANS (Emergency Assistance to Non-Public Schools):

This program ended on June 30, 2023. CES staff continue to provide support to the PED for the required reporting of expenditure data.

ARP EANS (American Rescue Plan EANS):

This program will end 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 of expenditures.

Audit:

The Jaramillo Accounting Group has been engaged to provide the audit services for Fiscal Year 2024. The contract has been approved by the Office of the State Auditor. The audit process should start in the last half of July and continue through the third week of September.

SSC:

CES entered into a lease agreement for Suite 300. This lease has been approved by the State Board of Finance. Currently, Suite 200 is the only remaining vacant suite. It is under consideration by an organization, but nothing has been signed.

Staff:

We had one Purchasing Specialist resign effective April 5, 2024. The new Purchasing Specialist started on May 7, 2024. Ms. Kim Alvarado is currently in training.

Bryan Hardy, Purchasing Specialist, resigned his position effective May 31st. Interviews are scheduled for mid-June.

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.

**Ancillary Executive Committee Report
2023-24**

Strategic Goal (1)

Action Plan 1.

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

	Jul 23	Aug23	Sept 23	Oct 23	Nov23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24
Anc Tcher	3	3	3	3	4	4	4	6	6	6	6	5
APE /RT	1	1	1	1	1	1	1	1	1	1	1	1
ASL-I	0	0	0	0	0	0	0	0	0	0	0	0
AUD	1	1	1	1	1	1	1	1	1	1	1	1
BMS	2	3	2	2	1	1	1	1	1	1	1	1
COMS	0	1	1	1	1	1	1	1	1	1	1	1
COMS/TVI	1	1	1	1	1	1	1	1	1	1	1	1
TVI	1	1	2	2	1	1	1	1	1	1	1	1
COTA	8	8	8	8	8	8	8	8	8	8	8	7
DIAG	48	53	53	5	53	54	55	56	56	55	55	51
LPN	0	0	1	1	1	1	1	1	1	1	1	1
NP	0	0	0	0	0	0	0	0	0	0	0	0
OT	24	24	24	2	24	24	24	24	24	24	24	21
PhD Psych	6	5	5	4	4	4	4	4	4	4	4	4
Sch Psych	18	18	18	1	18	18	18	18	18	18	18	18
PT	5	5	5	5	5	5	5	5	5	5	5	5
PTD	2	2	2	2	2	2	2	2	2	2	2	2
RHC	6	6	7	7	7	7	7	7	7	7	7	7
RN	8	9	9	9	9	9	9	9	9	9	9	9
RT	7	7	7	7	7	7	7	7	7	7	7	6
SLP	33	35	34	34	34	34	34	33	33	35	35	34
SLPA	0	0	0	0	0	0	0	0	0	0	0	0
SW	34	36	36	3	37	38	40	41	41	42	42	37
SW Reg Ed	4	4	4	4	5	5	5	5	5	5	5	5
Staff Count	212	223	232	232	232	228	230	232	232	235	235	219
Resigned - Retired	0	1	0	1	1	4	0	1	0	0	0	16
Interviewed	3	15	0	4	1	7	2	3	0	3	0	8

Action Plan 1:

1. Recruitment:

Interviewed – 11 candidates recommended to come on board for 24-25 SY, 8 more interviews scheduled for July so far.

16 total resignations or Retirements for the end of 2023-2024 School Year.

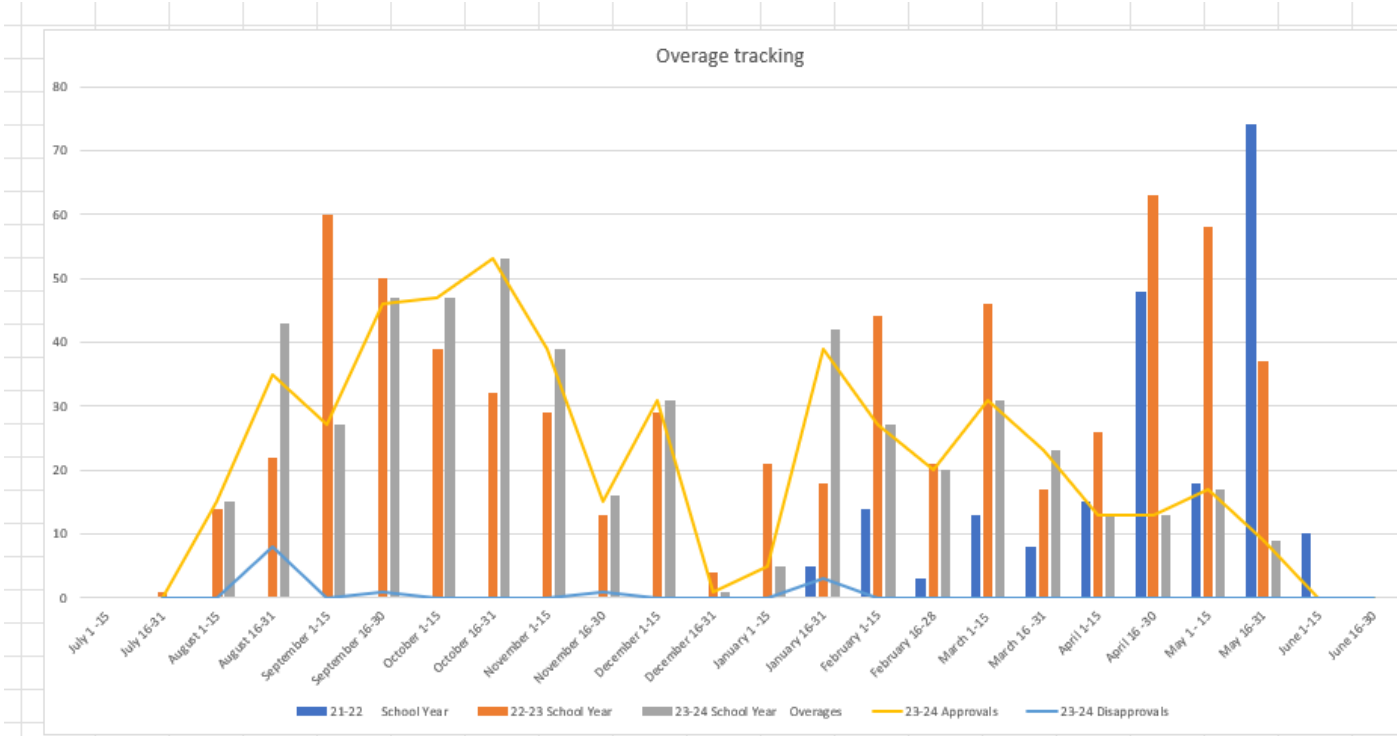
Staff count: 235, up from 232

Strategic Goal (2)

1. Expand PD opportunities for staff.
 - a. CPI has taken place in the 4th Quarter with 35 participants.
 - b. CES has provided excellent EXCEL training for staff which is Ancillary’s primary request regarding PD for software.
2. Staff Development: Promote Tuition Reimbursement.
 - a. Still having discussions as to what would be beneficial.

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

Updated for 4th Quarter 2023/24. These figures are based on 235 staff any given pay period. The spikes are moderately correlated with the PED Special Education Count Days (the two weeks prior for reevaluation due dates.) This is data only through the end of April.



The yellow line is 23-24 SY. The orange bar is the 22-23 SY. We want the yellow line lower than the orange bar.

The lines and gray bars are for 2023-2024,
The other vertical bars are from previous years.
Other:

- Attended Chris Via, Gifted Education Specialist, MLSS Coordinator for PED, online Office Hours.
- Learned Microsoft SWAY (a Presentation/Newsletter app) and Whiteboard App to use as virtual parking lot in larger meetings with the ability to save all

communication on the whiteboard and sent to attendees as a follow up file with answers to all the questions posted.

- Worked on issues with a charter school for Speech Services.
- Worked with Ilene in Collections to help her bring down the “Over 60 Days Overdue” to lower than it’s been at the end of any year yet.
- Spent time doing extensive corrections on one School Psychologists errors on timesheets.
- Offered to support BCS in Special Education procedures for evaluation, but still haven’t heard back.
- 8 Interviews. Holding all others for next year until after the End of the Year Ancillary Meeting.
- Attended LRP, Special Education Case Law Conference. Will disseminate PowerPoints to specific staff that will find it useful.
- 20 plus Superintendent recommendation Forms along with Letters for Level advancement and Verification of Hours as employees of CES.
- I will be the point person for the RSM & Sage Corp conversion for the OSI Project.

**CES
EXECUTIVE COMMITTEE MEETING
July 16, 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

- CES Procurement Services.

- End of FY numbers at a glance:
Contracts: 1,600+ • Vendors: 625 • Solicitations: 29

- New Contract Award Orientation: June 18, 2024.
*80+ vendors, 86 contracts.

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 Awarded:

RFP #	RFP Description
2024-27	<i>General Office, Classroom & Equipment; Vocational Supplies,</i>
2024-28	<i>Furniture – Products and Services</i>
2024-29 new category	<i>Security, Fire Monitoring Systems</i>
2024-30 new category	<i>Device Repair and Related, Products & Services</i>
2024-31 new category	<i>e-Commerce / Online Retailer for Public Sector</i>
Key Dates:	Release: 5/20/24; Close: 6/21/24; Award: late July 2024

Northern Services Travel Notes

It has been a booming end of the fiscal year with lots of calls for assistance, follow-up on issues causing “pending” PO’s (FEIN’s locked for wage decisions is the big winner). There have been a number of requests for “rush” invoices to get money spent/checks cut. Kudos to the business office Purchasing Specialists for their efficient and effective response in all of these issues. We have had a surge of PE agreements from a variety of small entities, such as land grants and soil and water conservation districts. A couple of pueblos have also signed agreements. Since our last meeting I have traveled to regions 1, 2, 3, and 4. I have had some interaction in my “home” region 5, as well.

Conferences have included the NMCounties in Las Vegas and a Minority Owned Business Table session that I covered for Joe and Gustavo.

A couple items of note: Kudos to Joe Valencia, Procurement Specialist for a fantastic overview of CES given to the NM Land Grant Council and to Julienna DiVisio, Purchasing Specialist, for her work with Valencia Soil and Water Conservation District in late June.

Direct Purchase/Digital Bluebook and DP Account Status

The bluebook activity (uploads) has been very steady in these last weeks of the fiscal year. Account access, updates, training have been requested by a number of entities. I did a training at Pine Hill and they’ve requested a second round. On this front, I want to give a shout out to the Procurement Office (Gustavo and entire crew) for their professionalism and responsiveness to questions from the field. Gustavo has been very helpful and knowledgeable, in particular, with a series of questions from Ramah Navajo (both the tribal and school folks).

NMREAP NOTES

NMREAP renewals are nearly complete. As of June 26, 2024:

- 47 Schools have indicated renewal and will send a PO after their accounting system roll-over. Bloomfield has already send PO from the roll-over. These invoices will go out after mid-July.
- 24 Schools have already renewed with a PO issued this fiscal year. All have been invoiced and 20 have already paid. The last four are recent invoices, so payment should be received by end of June and, certainly, before the July 16 Executive Board Meeting.
- 7 Schools have not responded to renewal notification. I have also left messages. I do expect renewals from all several. These typically send a PO without responding to my verification notices.
- 8 Schools renew mid-year (This is down from over 20 two years ago. Most have been moved to a fiscal year renewal cycle, which is the goal for all schools. The schools that were moved to a fiscal year cycle were all within 2 months of July 1 and I was able to simply change the dates over time.
- 6 Schools have responded that they are in process of determining renewal
- 1 One charter requested subscription in the spring, but have gone “under the radar” since then with no response.
- 93 - Total Schools are anticipated to have active subscriptions as of July 1, 2024
- 7 Schools opted to not renew, most due to full staffing at this time.

MEMBERSHIP DIRECTORY

There have been 23 Superintendent changes since July 1, 2024. Some of these are mid-year retirements, EOY retirements, and a handful of board relationship issues. As of June 26 there are 15 named permanent Superintendent and starting their first full-year contract in their current position. There are 6 on "Interim" status and there are three that are pending appointment of Interim or Permanent.

Other

I have updated monthly reports in the strategic plan for 2023-24. The goals/actions for Northern Services remain the same, related to Member Services and Support and Marketing of CES, Training and Maintenance for Digital Bluebook Accounts, Membership Directory for all institutions (Members and PE's), and NMREAP support. These goals are attached.

With the addition of "Goal 3", expanding into other markets, the leadership team has identified 4 states for Jim and I to research basic procurement rules and processes in these states. Our first task will be to come up with a consistent "plan of attack" to determine what information we will gather and report back to the group.

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

POSITIONS TRACKED/UPDATED IN THE MEMBER DIRECTORY

Districts/Charters & Other Schools	Higher Ed (Pub/Priv)	REC's	Counties and Municipalities	Entities/Non-Profits
Accounts Payable	Accounts Payable	Accounts Payable	Accounts Payable	Accounts Payable
Athletic Director	Athletic Director	Chief Financial Officer	Chief Financial Officer	Chief Financial Officer
Chief Financial Officer	Chief Financial Officer	Curriculum & Instruction	Executive Admin Assistant	Executive Admin Assistant
Curriculum & Instruction	Executive Administrative Assistant	Executive Administrative Assistant	Fire Department/Marshal	Facilities/Maintenance
Executive Administrative Assistant	Facilities/Maintenance	Facilities/Maintenance	Food Services	Food Services
Facilities/Maintenance	Food Services	Human Resources	General Manager/Director	General Manager/Director
Food Services	Human Resources	Information Technology	Human Resources	Human Resources
Human Resources	Information Technology	Purchasing	Information Technology	Information Technology
Information Technology	Purchasing	Special Education	Municipal Clerk	Purchasing
Purchasing	Superintendent/Director/President	Superintendent/Director/President	Parks & Recreation	
Special Education	Transportation	REC's	Police/Marshal/Sheriff	
Superintendent/Director/President	Higher Ed (Pub/Priv)	Accounts Payable	Public Works/Maintenance	
Transportation	Accounts Payable		Purchasing	
	Athletic Director		Roads/Streets	
			Transportation	

Districts and Charters: Includes all of the 89 School Districts and any charters that have a JPA with CES

Other Schools: Includes State Schools, BIE, Private Schools that have agreements with CES

Higher Ed: Includes the JPA Public Community Colleges, Colleges/Universities, and any private higher ed entities with PE agreements with CES

Counties and Municipalities: Includes all Counties and Municipalities with PE agreements with CES

Entities: This includes any state agency or Non-Profit that has a PE agreement with CES, but does not fall within School or Local Government.

The membership directory maintains ONE contact point in each member/entity for each position type listed above. It is not meant to be a comprehensive listing of administrators throughout the district. These are contact points for relevant information from CES.

CES Technology Report for Executive Committee

Tuesday, July 16, 2024

Work continues with our software contractor on several upgrades to our eProcurement application and a rewrite of the software. However, we are pivoting from our long-time software developer to another local company.

The demos we have seen with Sagecor's product Tetricor and RSM's Dynamics 365 Business Central have been eye-opening. We used Tetricor for a quick-turnaround project with OSI and \$15+M disbursements to state insurance carriers with great success.

We intent to leverage this Tetricor product to redesign eProcurement, soon to be rebranded as TORQ, in conjunction with the new ERP implementation, Dynamics 365 Business Central, to build a world-class procurement/business integration/CRM system that will rival no one.

This, along with our CES+ branding, building out a new datalake, 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
July 2024

The Southern focus of site visits has been upon Regions 7&8 since the last Executive Committee Meeting. I have explored with members ideas around improved efficiency in procurement, staff training, and vendor recruitment and use, to name the most prevalent activities. Lots of members have had questions related to finding sources for goods or services, and many have been anxious to make use of some recently added CES contract categories. Paul and I have also continue to be much more involved in facilitating solutions to problems encountered by the Business Office – Member purchasing interactions. Our hope is that our assistance helps to alleviate some frustration felt by members when using CES purchasing processes, which are not the only processes they use, or they use us infrequently and forget the “how.” We continue to add new Participating Entities, some of which is contributed to by the efforts of our loyal Procurement Partners.

Media and Social Media work continues successfully. We are currently working furiously to bring all our materials and media up to date in line with CES re-branding. It’s amazing the “locations” we find color themes and logos embedded in previous creations, which all must be converted.

In our re-branding related communication efforts, we have discovered an extensive number of turned-over positions, among both vendors and members. A lot of time and effort is going into making sure contacts for both are updated so that communication efforts can be maximally successful.

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 mostly in-person with some scattered virtual and hybrid. Meetings and conferences include:

- NMSBA School Law Conference (Albuquerque)
- NM Counties Conference (Las Vegas, NM)



**Cooperative Educational Services
EXECUTIVE COMMITTEE MEETING
July 1, 2024
Prepared by Yvonne Tabet
Director of Human Resources**

The Human Resources Department, during this short period between Executive Committee meetings, has been preparing for 2024-2025 Employee Contracts. This entails updating contract language in all four templates, including Non-Exempt Employee Letter, for the new fiscal year and updating spreadsheet list/csv file with current employees. Also, increased hiring season for Ancillary Department for the new school year. Processing 16 New Hires for that department to prepare for the Ancillary New Hire Meeting on July 17, 2024.

2024-2025 CES Employee Contracts

Ancillary Contracts	Professional Services-Consultants	Professional Services	Office-Exempt
Issued 212	Issued 57	Issued 42	Issued 19
Returned 178	Returned 44	Returned 23	Returned 16

Below are the most recent employees to join CES in the various categories from May 14, 2024-June 28, 2024.

Office Staff

Name	Position
Anita Valencia	Purchasing Specialist

Ancillary Staff

No Hires during this time period due to end of school year

Professional Services

Name	Position
Caycee Johnson	PED IGA
Elizabeth Olguin	Professional Services-SITE

July 1, 2023- June 28, 2024

CES New Hires

Name	Position
Theresa Salazar	Chief Operating Officer
Adan Estrada	Professional Services
Kathryn Morris	Professional Services
Kimberly Jones	Professional Services
Erin Gockel	Professional Services
Hortencia Pina	Professional Services
John King	Procurement & Member Analyst
Gina Corlliss	Professional Services
Molly Furhman-Sherman	Professional Services
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 Therapist
McCarson Jones	Social Worker
Shayu Zeyaae	EANS
Scott MacLaren	EANS
Becca Yazzie	EANS
John Ide	EANS
Felicia Douglas	EANS
Vanessa Gurule	Professional Services
Amara Larson	Professional Services
Bonnie Lightfoot	Professional Services
Linda Tucker	Professional Services
Eleanor Olguin	Professional Services
Kimberly Buckner	Purchasing Specialist
Laura Yazzie	EANS
Elizabeth Braught	Speech Language Pathologist
Megan Whitehouse	RN
Chelsea Maher	Professional Services
Dalray Bingley	EANS
Kahtryn Leon	Professional Services
Adan Delgado	Professional Services
Crit Catron	Professional Services
Joelle Backen	Social Worker
Michael Baker	Professional Services
Anadine Leon	EANS
Dolores Ruiz-Chavez	Social Worker
Larry Phillips	Behavior Specialist
Victoria Lehocky-Brohard	Diagnostician
Camilla Lynch	EANS
Jimmy Blevins	Professional Services
Jakob Alexander	EANS
Dina Van Dyke	RHC
Melanie Hobbs	RN
Adelina Trujillo-Chavez	Professional Services

Angelica Monclova	Office Assistant
Richard Martinez	Procurement & Contract Specialist
Kelly Bowles	LEAP Coach
Samuel Henderson	EANS HR Specialist
Amy Rojas	Speech Language Pathologist
Tracey Hughes	TVI
Delores Lujan	LEAP Administrative Assistant
Jenelle Howard	Professional Services
Christa Kulidge	Professional Services
Elizabeth Diller	Diagnostician
Tomer Duman	Professional Services
Bethany Pendergrass	Professional Services
Yolanda Cordova	Professional Services
Michele Crockett	Professional Services
Meloyde Thomas	Professional Services
Kathryn Shepard	Professional Services
Catherine Callow-Heusser	Professional Services
Lisa Downey	Professional Services
Donna Gallegos	Social Worker
Jennifer Keeran	Social Worker
Renee Jaramillo	Diagnostician
Lisa Chacon-Kedge	Diagnostician
Tracy Hutton	Ancillary Teacher
Jahan Barela	Diagnostician
Brian Clark	Professional Services
Colleen Wolf	Occupational Therapist
Juliena DeVizio	Purchasing Specialist
Lisa Romo	Procurement & Contract Specialist
Daniel Barto	Professional Services
Adam Rios	Professional Services
Mathew Bayhan	IT Specialist
Cecy Barrfusion-Franco	Social Worker
Julie Thompson-Roberson	Diagnostician
Nicole Sullens	Professional Services
Suchint Sarangarm	Professional Services
Tara Jean	Professional Services
Brenna Fisch	Speech Language Pathologist
Leslie (Rene) Rohrer	LEAP Facilitator
Kimberly Mizell	SITE Director
Ilene Gallegos	Business Office Specialist
John Torelli	Professional Services
Lilliemae Ortiz	Professional Services
Jaime Fiorucci-Hughes	Professional Services
Kathleen (Katie) Effert	Executive Administrative Assistant
Kimberly Alvarado	Purchasing Specialist

Carmona Guillermo	Professional Services
Elizabeth Olguin	Professional Services
Caycee Johnson	Professional Services
Anita Valencia	Purchasing Specialist

2023-2024 Fiscal Year New Hire by Employee Classifications

Ancillary	Professional Services	Office Staff	EANS	Occasional	Total
38	39	16	13	0	106

Administrative Action Items – David Chavez

(a) Request approval to sign External Participating Entity Agreements. I am requesting permission to sign off on the External PE agreements as we need to have a quick turnaround time for the out-of-state user agency.

(b) Request any budget increases as a result of any changes we've made to our 2024-2025 budget from the time it was approved during the May meeting.

**Cooperative Educational Services
Executive Committee Meeting
July 2, 2024**

**Item IX.B.1 Personnel Report-Yvonne Tabet
May 16, 2024-June 28, 2024**

Staff Resignations/Terminations/Non-Renewal

- | | |
|---------------------|-----------------------|
| • Bryan Hardy | Purchasing Specialist |
| • Gail Tate | Ancillary |
| • Marc Paley | Ancillary |
| • Linda Weiss | Ancillary |
| • Carleen Babani | Ancillary |
| • Tahirih Garcia | Ancillary |
| • Barbara Landgraf | Ancillary |
| • Leann Hurst | Ancillary |
| • David Gleghorn | Ancillary |
| • Leah Grace | Ancillary |
| • Mary Elliot | Ancillary |
| • Lisa Chacon-Kedge | Ancillary |
| • Robyn Harris | |

New Staff Contracts Received for 2023-2024

- | | |
|--------------------|-----------------------|
| • Anita Valencia | Purchasing Specialist |
| • Casey Johnson | Professional Services |
| • Elizabeth Olguin | Professional Services |

COOPERATIVE EDUCATIONAL SERVICES
CHECK REGISTER

May 16, 2024 through June 26, 2024

Check Number	Date	Payee	Amount
80487	6/21/2024	Begay Magdalene	1,369.81
241384	5/17/2024	Advertising Inc.	22,616.04
241385	5/17/2024	Alb Bernalillo Co Water Utility Author	702.86
241386	5/17/2024	All American Entertainment	10,630.00
241387	5/17/2024	Coyote Cabling	118,152.79
241388	5/17/2024	Conti Energy Control LLC	2,575.76
241389	5/17/2024	ESA Construction Inc	212,550.38
241390	5/17/2024	Floor Tech Contracting LLC	10,388.36
241391	5/17/2024	Greer Stafford/SJCF Architecture Inc	7,398.21
241392	5/17/2024	Hansen & Prezzano/Builders LLC	3,827.27
241393	5/17/2024	Horizon Enterprises Plumbing & Heating, Inc.	29,830.16
241394	5/17/2024	JC Electrical Service, LLC	58,832.59
241395	5/17/2024	Upchurch Enterprises DBA Mark's Plumbing	182.88
241396	5/17/2024	MW Electric, Inc.	10,423.70
241397	5/17/2024	NM Edge NMSU Cooper Extension Serve	150.00
241398	5/17/2024	Pecos Valley RCC 8	4,331.25
241399	5/17/2024	Pluma, LLC	3,896.30
241400	5/17/2024	Rising Sun Technologies	37,216.68
241401	5/17/2024	RMKM Architecture, P.C.	5,808.73
241402	5/17/2024	Safeguard Business Systems	4,888.66
241403	5/17/2024	Socorro Consolidated Schools	873.28
241404	5/17/2024	Staples	1,106.00
241405	5/17/2024	Truly Nolen	87.18
241406	5/17/2024	Van Amberg, Rogers, Yepa & Abeita LLP	928.25
241407	5/17/2024	Wenger Corporation	4,593.25
241408	5/23/2024	AAA Restoration & Construction Services, Inc.	96,731.48
241409	5/23/2024	AMF Clean-Up LLC	17,777.78
241410	5/23/2024	Belfor USA Group	25,007.82
241411	5/23/2024	Constructors & Associates, Inc.	13,439.48
241412	5/23/2024	Embassy Suites Albuquerque Hotel and Spa	10,888.62
241413	5/23/2024	Conti Energy Control LLC	7,727.59
241414	5/23/2024	ENMU - Portales	1,200.00
241415	5/23/2024	ESA Construction Inc	27,598.77
241416	5/23/2024	Floor Tech Contracting LLC	18,161.86
241417	5/23/2024	Hansen & Prezzano/Builders LLC	29,013.61
241418	5/23/2024	HEI, Inc.	2,351.88
241419	5/23/2024	Horizon Academy West	7,130.90
241420	5/23/2024	Lordsburg Municipal Schools	584.00
241421	5/23/2024	MW Electric, Inc.	50,771.87
241422	5/23/2024	Pluma, LLC	65,916.83
241423	5/23/2024	RSM	18,509.88
241424	5/23/2024	Sand Digging It Landscapes, Inc.	28,812.03
241425	5/23/2024	Southwest Hazard Control Inc	105,377.96
241426	5/23/2024	Staples	34,632.01
241427	5/23/2024	Staples	22,224.99
241428	5/23/2024	Vigil & Associates Architectural Group PC	18,943.08
241429	5/23/2024	Wizer Electric LLC	5,517.22
241430	5/24/2024	The Tint & Trim Factory	99,908.70
241431	5/31/2024	American Alliance for Innovative Systems	37,800.00
241432	5/31/2024	AT&T Mobility	686.84

241433	5/31/2024	Carlsbad Municipal Schools	703.24
241434	5/31/2024	CenturyLink	4,378.46
241435	5/31/2024	Central New Mexico College	3,980.00
241436	5/31/2024	Creative Interiors, Inc.	39,903.71
241437	5/31/2024	ESA Construction Inc	134,684.86
241438	5/31/2024	Daiohs	457.04
241439	5/31/2024	Four Rivers, Inc.	521,679.02
241440	5/31/2024	Michele Lis dba ML Consulting LLC	8,114.06
241441	5/31/2024	New Mexico Municipal League	5,000.00
241442	5/31/2024	New Mexico Gas Company	77.53
241443	5/31/2024	PNM	1,952.63
241444	5/31/2024	VOID	-
241445	5/31/2024	Wenger Corporation	5,127.02
241446	5/31/2024	Wizer Electric LLC	255,730.34
241447	5/31/2024	Val Yoakum	99.55
241448	5/31/2024	Yearout Mechanical	1,854.92
241449	6/7/2024	AFLAC	3,977.30
241450	6/7/2024	Albuquerque Asphalt, Inc.	117,225.71
241451	6/7/2024	Allstate Benefits	115.18
241452	6/7/2024	American Fidelity Assurance Co	938.34
241453	6/7/2024	CSC Holdings, LLC	46,200.18
241454	6/7/2024	Carver Electric, LLC	55,840.62
241455	6/7/2024	Clovis Community College	116.44
241456	6/7/2024	Deans for Impact	4,495.00
241457	6/7/2024	Conti Energy Control LLC	14,093.93
241458	6/7/2024	Facility Solutions Group	4,901.96
241459	6/7/2024	Daiohs	88.00
241460	6/7/2024	First Financial Administrators, Inc.	6,453.19
241461	6/7/2024	New Mexico Highlands University	1,600.00
241462	6/7/2024	Nine Degrees Construction, LLC	177,716.51
241463	6/7/2024	Dry Fly Enterprises, Inc.DBA Nube Group	6,310.05
241464	6/7/2024	PED Accounting Bureau	33,398.49
241465	6/7/2024	RSM	916.97
241466	6/7/2024	Terracon Consultants	1,731.70
241467	6/7/2024	Yearout Energy Services Co LLC	552,464.96
241468	6/7/2024	Kajeet Inc.	221,568.63
241469	6/14/2024	42 Construction LLC	332,722.29
241470	6/14/2024	AAA Restoration & Construction Services, Inc.	45,338.05
241471	6/14/2024	Access Communication Group LLC	1,635.63
241472	6/14/2024	Alb Bernalillo Co Water Utility Author	698.73
241473	6/14/2024	Alliance Audio Visual Ltd., Co	15,060.83
241474	6/14/2024	Amplify Education, Inc.	1,500.00
241475	6/14/2024	Array Education	3,500.00
241476	6/14/2024	VOID	-
241477	6/14/2024	Bernalillo County Treasurer	39,537.54
241478	6/14/2024	CenturyLink	73.75
241479	6/14/2024	Charley Carroll	466.15
241480	6/14/2024	City of Albuquerque	253.13
241481	6/14/2024	City of Bloomfield	1,096.89
241482	6/14/2024	City of Roswell	1,270.89
241483	6/14/2024	Ditch That Texbook LLC	9,900.00
241484	6/14/2024	Dynamic Ideas LLC	75,061.73
241485	6/14/2024	EdRising New Mexico	4,860.00
241486	6/14/2024	Texas New Mexico Newspaper Partnership, LLC	279.37
241487	6/14/2024	Grants/Cibola County Schools	6,309.84
241488	6/14/2024	Hansen & Prezzano/Builders LLC	20,590.68

241489	6/14/2024	Horizon Enterprises Plumbing & Heating, Inc.	98,452.68
241490	6/14/2024	Industrial Mechanical Inc.	11,194.30
241491	6/14/2024	Timothy John Kamps	44,940.00
241492	6/14/2024	Lobo Internet Services	495.00
241493	6/14/2024	MHS Inc	118.75
241494	6/14/2024	Michael K Marshall	2,238.75
241495	6/14/2024	Moutain Vector Energy	4,945.87
241496	6/14/2024	Roswell Daily Record	137.69
241497	6/14/2024	RSM	1,856.53
241498	6/14/2024	San Juan College	317.03
241499	6/14/2024	Sandoval County	2,086.21
241500	6/14/2024	The Santa Fe New Mexican	227.11
241501	6/14/2024	Sarah Mata	298.48
241502	6/14/2024	School of Dreams Academy	1,789.37
241503	6/14/2024	Tenley Hope Vigil	137.28
241504	6/14/2024	Terracon Consultants	1,286.63
241505	6/14/2024	Time Trak Systems	793.80
241506	6/14/2024	Victoria's Sunset LLC	2,905.87
241507	6/14/2024	Vigil & Associates Architectural Group PC	4,837.19
241508	6/14/2024	Vigil Contracting Services, Inc.	24,448.15
241509	6/14/2024	WPS	103.00
241510	6/18/2024	VOID	-
241511	6/18/2024	Rocky Mountain Turf Solutions, Inc.	1,538,981.23
241512	6/21/2024	Apex Technologies LLC	19,753.09
241513	6/21/2024	Cloudcroft Municipal Schools	32,371.38
241514	6/21/2024	Constructors & Associates, Inc.	19,551.51
241515	6/21/2024	Coyote Cabling	159,689.69
241516	6/21/2024	Albuquerque Boca Hotel Ltd, Partnership	13,364.58
241517	6/21/2024	Document Solutions, Inc. (DSI)	19,975.31
241518	6/21/2024	Conti Energy Control LLC	1,255.45
241519	6/21/2024	EPS Learning	8,288.78
241520	6/21/2024	ESA Construction Inc	38,335.90
241521	6/21/2024	Floor Tech Contracting LLC	4,134.46
241522	6/21/2024	The Garden Mart, Inc.	7,573.39
241523	6/21/2024	Greer Stafford/SJCF Architecture Inc	14,796.44
241524	6/21/2024	Hansen & Prezzano/Builders LLC	21,208.50
241525	6/21/2024	Industrial Mechanical Inc.	47,338.95
241526	6/21/2024	JC Electrical Service, LLC	45,820.53
241527	6/21/2024	New Mexico Counties 33 Strong	4,000.00
241528	6/21/2024	Nine Degrees Construction, LLC	26,307.82
241529	6/21/2024	Polson & Grady Ltd.	71,427.85
241530	6/21/2024	RSM	916.97
241531	6/21/2024	Sandia Lightwave, LLC	8,521.12
241532	6/21/2024	Vigil Contracting Services, Inc.	48,032.64

150

6,449,381.91

Approved this _____ day of _____, 2024

Attest:

 President, Executive Committee

Cooperative Educational Services
STATEMENT OF NET ASSETS
For the Eleven Months Ending Friday, May 31, 2024

CASH	
Operating BOA	\$12,170,728.16
Operating WF	0.00
Petty Cash	200.00
Endowment Fund	0.00
TOTAL CASH	12,170,928.16
ACCOUNTS RECEIVABLE	37,677,344.85
PREPAID EXPENSES	21,388.77
ACCRUED REVENUE	0.00
OTHER RECEIVABLES	0.00
TOTAL CURRENT ASSETS	49,869,661.78
EQUIPMENT	
Ancillary	0.00
Accum Dep Anc	0.00
Furnishings	671,006.23
Accum Dep Furn	(578,451.90)
Vehicles	237,846.96
Accum Dep Veh	(156,006.60)
Software	69,786.40
Accum Dep Software	(7,168.52)
NET EQUIPMENT	237,012.57
PROPERTY	
Land	410,888.64
Building 4216	296,135.47
Building 10601	5,475,285.45
Accum Dep Bldg 4216	(231,769.18)
Accum Dep Bldg 10601	(306,749.03)
Improvements 4216	671,194.70
Accum Dep Imp 4216	(517,037.23)
Improvements 10601	208,304.85
Accum Dep Imp 10601	(129,286.89)
NET PROPERTY	5,876,966.78
TOTAL EQUIPMENT & PROPERTY	6,113,979.35
OTHER ASSETS	
Investment in SSC	0.00
TOTAL OTHER ASSETS	0.00
TOTAL ASSETS	\$55,983,641.13

ACCOUNTS PAYABLE	35,165,452.86
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	79,151.70
PAYROLL TAXES PAYABLE	379,007.62
EMPLOYEE BENEFITS PAYABLE	80,630.48
AEPA	0.00
MEMBER CREDIT LIABILITY	289,806.55
DEFERRED REVENUE	14,859.74
Mortgage Payable	4,425,716.18
Mortgage Payable - Current Portion	294,610.84
PPP Loan	0.00
Fiscal Agency Liability - NMPFMA	31,825.29
TOTAL LIABILITIES	<u>40,949,974.39</u>
NET ASSETS	13,126,511.62
CURRENT CHNG in NET ASSETS-PROFIT/(LOSS)	1,907,155.12
TOTAL NET ASSETS	<u>15,033,666.74</u>
TOTAL LIABILITIES & NET ASSETS	\$55,983,641.13

Sandia Synergy Center
Financial Summary
5/31/2024

	April	May	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	1,366,587.76	1,357,664.06	(8,923.70)
Cash - Security Deposits BOA - SSC	23,564.06	23,564.06	0.00
Accounts Receivable - SSC	13,016.68	18,541.34	5,524.66
Prepaid Expenses - SSC	0.00	0.00	0.00
Fixed Assets	2,858,863.26	2,852,322.21	(6,541.05)
Total Assets	4,262,031.76	4,252,091.67	(9,940.09)
Accounts Payable - SSC	0.00	0.00	0.00
Deferred Rent - SSC	0.00	0.00	0.00
Tenant Deposits - SSC	23,304.78	23,304.78	0.00
Total Liabilities	23,304.78	23,304.78	0.00
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)	50,639.33	40,699.24	(9,940.09)
Total Fund Balance	4,238,726.98	4,228,786.89	(9,940.09)
Total Liabilities & Fund Balance	4,262,031.76	4,252,091.67	(9,940.09)
Total Revenue	(287,265.71)	(318,176.70)	(30,910.99)
Total Expense	236,626.38	277,477.46	40,851.08
(Profit)/Loss	(50,639.33)	(40,699.24)	9,940.09
Revenue - Rent - SSC	(184,666.48)	(207,792.56)	(23,126.08)
Revenue - Passthru Maintenance - SSC	0.00	0.00	0.00
Revenue - Passthru Electricity - SSC	(8,216.81)	(8,216.81)	0.00
Revenue - CAM - SSC	(61,649.10)	(69,434.01)	(7,784.91)
Revenue - Interest Tenant Deposits - SSC	(63.76)	(63.76)	0.00
Revenue - Misc - SSC	0.00	0.00	0.00
Revenue - Interest - SSC	(6,640.26)	0.00	6,640.26
Revenue - Investment - SSC	(26,029.30)	(32,669.56)	(6,640.26)
Legal Fees - SSC	0.00	0.00	0.00
Accounting/Audit Fees - SSC	0.00	0.00	0.00
Commission Expense - SSC	0.00	20,741.49	20,741.49
Indirect Cost - SSC	0.00	0.00	0.00
General Expenses - SSC	1,579.10	5,298.87	3,719.77
Bank Fees - SSC	0.00	0.00	0.00
Depreciation Expense - SSC	65,470.50	72,011.55	6,541.05
Property Insurance - SSC	9,300.00	9,300.00	0.00
Property Tax - SSC	0.00	0.00	0.00
Janitorial - CAM - SSC	5,424.89	5,963.02	538.13
Janitorial Supplies - CAM - SSC	3,898.68	4,022.44	123.76
Contract Maintenance - CAM - SSC	7,263.47	7,844.65	581.18
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	671.73	671.73	0.00
Safety Equip & Maint - CAM - SSC	441.58	441.58	0.00
Roof Repairs - CAM - SSC	3,197.96	3,197.96	0.00
Electricity - CAM - SSC	12,710.76	13,442.07	731.31
Gas - CAM - SSC	1,869.96	1,919.67	49.71
Water & Sewer - CAM - SSC	9,444.75	10,797.75	1,353.00
Solid Waste Removal - CAM - SSC	3,819.70	4,198.85	379.15

	April	May	Change
Telephone - CAM - SSC	1,007.75	1,007.75	0.00
Security & Alarm Monitoring - CAM - SSC	325.15	325.15	0.00
HVAC Maintenance - CAM - SSC	13,581.26	13,581.26	0.00
HVAC Repairs - CAM - SSC	1,653.51	1,653.51	0.00
Grounds Maintenance - CAM - SSC	7,253.93	8,648.76	1,394.83
Snow Removal - CAM - SSC	1,399.13	1,399.13	0.00
Window Washing - CAM - SSC	495.09	495.09	0.00
Association Fees - CAM - SSC	4,262.44	6,106.14	1,843.70
Management Fees Contract - CAM - SSC	10,763.75	11,840.00	1,076.25
Management Fees Intercompany - CAM - SSC	11,934.00	11,934.00	0.00
Internet CAM - SSC	4,725.00	4,810.00	85.00
Equipment & Storage Rental Fees	0.00	0.00	0.00
Electricity - SSC	1,010.60	1,343.39	332.79
Repairs - SSC	2,355.85	2,909.59	553.74
Maintenance - SSC	435.88	435.88	0.00
Repairs & Maintenance General - SSC	23,897.50	23,897.50	0.00
Electricity Passthru - SSC	7,693.99	8,111.38	417.39
Maintenance Passthru - SSC	0.00	0.00	0.00
Janitorial Services SNL - SSC	376.68	376.68	0.00
Renovation Expense Rental Suites - SSC	18,361.79	18,750.62	388.83
Fix Me I should be Zero	0.00	0.00	0.00

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

For the Eleven Months Ending Friday, May 31, 2024

	May	YTD
EXTRAORDINARY REVENUE	\$0.00	\$0.00
A/R-A/P CLEARING ACCOUNT	(354.47)	(3,065.65)
	(354.47)	(3,065.65)
INSURANCE		
Insurance-Revenue	0.00	0.00
Insurance Expense	0.00	0.00
	0.00	0.00
Professional Services		
Professional Services-Revenue	0.00	1,316,757.22
Professional Services-Expense	178,322.56	1,348,981.80
	(178,322.56)	(32,224.58)
PLACEMENT SERVICES		
Placement Services-Revenue	0.00	65,550.00
Placement Services-Expense	470.38	32,610.21
	(470.38)	32,939.79
MEDICAID		
Medicaid-Revenue	92,470.71	818,573.80
Medicaid-Expense	79,474.24	703,521.80
	12,996.47	115,052.00
FOOD		
Food-Revenue	9,041.08	73,100.80
Food-Expense	0.00	0.00
	9,041.08	73,100.80
PROCUREMENT		
Procurement-Revenue	28,349,063.01	264,793,570.46
Procurement-Expense	27,990,626.00	260,340,621.88
	358,437.01	4,452,948.58
AEPA		
AEPA-Revenue	1,678,840.94	16,274,685.51
AEPA-Expense	1,577,730.76	15,804,009.55
	101,110.18	470,675.96
ANCILLARY		
Ancillary-Revenue	1,892,737.43	14,917,297.53
Ancillary-Expense	1,731,102.13	13,967,830.78
	161,635.30	949,466.75
INSERVICES		
Inservices-Revenue	0.00	107,625.75
Inservices-Expense	1,579.07	152,360.44
	(1,579.07)	(44,734.69)
MEETINGS		
Meetings-Revenue	0.00	0.00
Meetings-Expense	945.57	17,944.72
	945.57	17,944.72

	<u>May</u>	<u>YTD</u>
	(945.57)	(17,944.72)
EANS		
EANS-Revenue	18,553.47	218,951.28
EANS-Expense	0.00	207,776.35
	<u>18,553.47</u>	<u>11,174.93</u>
ARP EANS		
ARP EANS-Revenue	430,916.02	1,601,835.14
ARP EANS-Expense	398,072.30	1,563,727.09
	<u>32,843.72</u>	<u>38,108.05</u>
SITE		
SITE Revenue	87,329.10	121,303.10
SITE Expense	37,131.78	454,305.33
	<u>50,197.32</u>	<u>(333,002.23)</u>
TAP		
TAP- Revenue	0.00	288,356.78
TAP - Expense	13,752.91	264,570.52
	<u>(13,752.91)</u>	<u>23,786.26</u>
ALD		
ALD Revenue	0.00	312,648.28
ALD Expense	46,169.92	567,853.16
	<u>(46,169.92)</u>	<u>(255,204.88)</u>
LEAP		
LEAP Revenue	0.00	620,458.96
LEAP Expense	92,416.36	1,185,080.28
	<u>(92,416.36)</u>	<u>(564,621.32)</u>
TQP		
TQP Revenue	0.00	0.00
TQP Expenses	21,388.71	225,846.24
	<u>(21,388.71)</u>	<u>(225,846.24)</u>
BUSINESS OFFICE		
Business Office-Revenue	0.00	0.00
Business Office-Expense	5,523.80	129,061.18
	<u>(5,523.80)</u>	<u>(129,061.18)</u>
EXECUTIVE DIRECTOR		
Executive Director-Revenue	0.00	0.00
Executive Director-Expense	6,414.20	83,788.83
	<u>(6,414.20)</u>	<u>(83,788.83)</u>
HUMAN RESOURCES		
Human Resources-Revenue	0.00	0.00
Human Resources-Expense	11,028.05	122,622.41
	<u>(11,028.05)</u>	<u>(122,622.41)</u>
TECHNOLOGY		
Technology-Revenue	0.00	0.00
Technology-Expense	58,348.52	365,327.76
	<u>(58,348.52)</u>	<u>(365,327.76)</u>
ENTITY		
Entity-Revenue	11,520.59	717,324.61

	May	YTD
Entity-Expense	<u>253,686.94</u>	<u>2,791,825.54</u>
	(242,166.35)	(2,074,500.93)
PROFIT/(LOSS)	65,933.68	1,915,307.70