



EXECUTIVE COMMITTEE MEETING
Tuesday October 20, 2020
10:00 am
CES Virtual Meeting

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda*
- IV. Approval of Minutes – May 28, 2020*
- V. Induction of 2 new members: Adan Delgado and Kamau Turner
- VI. Agency Communications
 - A. Partnerships – LeAnne Gandy
 1. NMCCS – Erik Bose
 2. NMCEL – Stan Rounds
 3. NMPED – Adan Delgado
 4. NMSBA – Joe Guillen
 5. Higher Ed (4 yr.) – Debra Dirksen
 6. Higher Ed (2 yr.) – Edward DesPlas
 - B. Finance – Dwain Haynes
 - C. Scholarship – Brenda Vigil
 - D. Nominating – Dwain Haynes
 - E. Policy – LeAnne Gandy
- VII. Program Overview/Reports
 - A. Report on Regional Meetings
 - B. Update SLD, LEAP, NMSBLD
 - C. Construction Update
 - D. Executive Director’s Evaluation

VII. Administrative Overview

E. Administrative Reports

1. Directors
 - (Finance) a. Robin Strauser*
 - (Ancillary) b. Lisa Chacon-Kedge*
 - (Procurement) c. Gustavo Rossell*
 - (REAP/Northern Services) d. Paul Benoit*
 - (Technology) e. Brad Schroeder*
 - (Southern Services) f. Jim Barentine*
 - (Human Resources) g. Teri Thelemaque*
 - (Food) h. Lori O'Rourke*
2. Executive Director*
 - a. Request approval of \$10,000.00 support for a NMCEL Student Scholarship
 - b. Request approval of Lease/Purchase Agreement for Central Region Educational Cooperative
 - c. Request approval to accept \$10,547.84 Incentive funds from PNM

F. Personnel - Report

1. Staff Contracts and Resignations*

G. Consent Agenda

1. Approval of Checks*
2. Profit and Loss and Balance Sheets*

VIII. Setting Next Meeting Dates

- A. Executive Committee Meeting, Wednesday
February 10, 2021
- B. CES Open House- TBD February 2021

IX. Adjournment

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

* Included in Advance Packet Mailing

**Cooperative Educational Services
EXECUTIVE COMMITTEE MEETING
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**Item VII.E.1.a
Robin Strauser, Deputy Executive Director
Administrative and Finance Report**

Finance:

CES' annual audit has been completed and was submitted to the Office of the State Auditor on the due date of September 30, 2020. The audit report did not contain any findings. While I cannot share the details of the audit until the State Auditor approves CES' report, I can tell you that CES had a record breaking year in revenue. Total revenue for the Fiscal Year 2019-2020 was \$338,308,452. This is \$54,826,794, (19.3%), more than last Fiscal Year. CES' Net Fund Balance increased to \$8,586,959. The 2019-2020 year was a very good year for CES despite the COVID pandemic.

As of September 30, 2020, CES' revenue totals \$69,923,821. This is \$7,189,270 more than September 30, 2019. Even though CES' revenue is up 11.5%, profit is way down from last September's profit. CES is showing a loss of \$742,435. This loss is attributed to the Payroll Protection Plan, (PPP), loan that CES received to pay ancillary staff. In using the PPP money to pay ancillary staff, CES has not been billing members for ancillary services. This means that CES is not recording any revenue, but the payroll expenses have been. This is one way that CES is helping districts during these tight budget times. CES will apply for loan forgiveness this month. Once forgiveness is granted, CES will take the loan amount, \$2,452,922, into revenue. When this happens, CES will show a profit.

CES' Sandia Synergy Center, (SSC), rental property is doing well also. Revenue at the end of September 2020 is \$124,773. This is an increase in revenue of \$18,386, (17.3%), over last year for this same time. Profit is \$97,672 as of September 2020; up \$29,443 over September 2019. This is an increase in profit of 43.2% as compared to September 2019's profit of \$68,229.

Combining the financial reports of CES and SSC, revenue is \$70,048,594 and loss is \$644,763.

CES' purchase order volume at the end of September 2020 is \$77,757,747. This is a decrease of \$5,785,801 over September 2019 purchase order volume of \$83,543,548. In September 2019 CES received a large amount of PO's for school buses. That level of spending on buses has not happened this year.

CES is off to a good start of its current Fiscal Year. Profit should catch up once the PPP loan is forgiven.

Staff: Business Department staff continue working remotely. This presents some challenges at times, but staff are very diligent about the work that needs to be performed.

Strategic Plan: Refer to the Strategic Plan included in this packet for progress reporting and updates

**Cooperative Educational Services
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**Item VII.E.1.b
Lisa Chacon-Kedge Ancillary Director
Ancillary Report**

Ancillary Office Staff:

CES Ancillary Office staff continue their work in support of school districts, charters, and participating entities. Ms. Adela Chavez continues her work in maintaining our inventory of test kits, protocols, and now, online assessments. Ms. Chavez has also supported the office’s efforts to plan upcoming trainings for ancillary staff. Ms. Angelina Zamaripa continues her work in scheduling interviews with potential new hires and completing the on-boarding/orientation process for new employees. Additionally, Ms. Zamaripa has been busy updating school and district allocations in response to requests.

2020-2021 School Year:

The 2020-2021 school year is well underway and CES Ancillary Staff are assigned to school districts, charter schools, and participating entities throughout New Mexico. The Ancillary Office continues to receive requests for ancillary services and we are making every effort to fill vacancies. While we have been successful in filling vacancies for some lower incidence needs including audiology, other vacancies remain difficult to fill (SLP). Following new hire orientation and Fall meeting in July 2020, CES Ancillary Office staff worked to distribute personal protective equipment (PPE) to Ancillary staff on 8/14/2020. The Ancillary Office has also worked to respond to inquiries and requests for accommodations from Ancillary Staff due to the presence of underlying health conditions that make them vulnerable to complications. Other staff have had to make the hard decision to resign or take a temporary leave of absence to care for family members who are vulnerable. As of the date of this report (10/1/2020), the Ancillary Office has been contacted by two ancillary service providers who have come into contact with individuals at their sites who have either been exposed or have tested positive for COVID-19.

Recruitment and Staffing

The Ancillary Office continues its efforts to recruit ancillary staff for the 2020-2021 school year. We have added 16 new staff since our last report. In addition to the CES website’s online application form, our office has utilized a job posting platform to recruit potential new hires. Our office participated in a virtual career expo through University of Texas at El Paso (UTEP) and has communicated with New Mexico Highlands University (NMHU) to post vacancies on their job boards. In recent weeks, we have met with representatives from two separate job posting sites (Indeed and SPEDEXchange) to discuss potential advertising campaigns. CES Media Specialist Bo Perry has partnered with the Ancillary Office to highlight and promote the work of our ancillary staff on social media in an effort to attract possible applicants.

Total Number of Ancillary Staff to date: 238 (as of 10/1/2020)

Diagnosticians - 47	Occupational Therapists -31
Physical Therapists - 10	Certified Occupational Therapy Assistants - 5
School Psychologists - 17	Clinical Psychologists - 3
Social Workers - 41	Speech Language Pathologists - 48
Audiologists- 3	Registered Nurses - 15
Licensed Practical Nurses - 1	Recreation Therapists - 7
Adapted Physical Education Teachers - 1	Certified Orientation & Mobility Specialists - 2
Teachers of the Visually Impaired - 1	Rehabilitation Counselors - 5
Ancillary Teachers - 1	

Background Checks

As of the date of this report, CES has not received a response from either the New Mexico Department of

Public Safety or the Federal Bureau of Investigation as to the status of its request for an Originating Agency Identification (**ORI**) Number. The process of conducting background checks continues to be a challenging process particularly for those staff who are assigned multiple allocations at multiple districts/charter schools (audiologists, OT, O & M).

CPI Training Resumed

CPI trainings continue. CES now has two certified trainers who are sharing the responsibility of providing virtual full courses and refresher courses to ancillary staff. Additionally, trainers are providing training on CPI to member districts/charter school staff as a part of their in-house professional development or required training schedule.

Ancillary Staff Training Opportunities

The Ancillary Office is working to provide training opportunities to ancillary staff. In addition to training sessions offered through CES TAP, ancillary staff have three trainings scheduled for the month of October. The first training is a follow up to summer 2020 demonstration on remote assessment. The presenter is a licensed bilingual diagnostician. The second training is focused on remote/telehealth service delivery. The presenter is a licensed SLP who is originally from New Mexico but based out of Washington, DC. She is currently providing telehealth services to students in multiple districts in New Mexico. The final presentation is on the use of Microsoft Teams as a communication platform for ancillary staff. The presenter is a former special education director and TAP trainer.

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**Item VII.E.1.c
Gustavo Rossell
Procurement Department Administrative Report**

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.

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

e-Procurement system

Ongoing periodic meetings with RTS, the software developer, to develop Phase II of our system which consists of the development of the Cost, Contract, and BlueBook Modules. Mockups and coding began in mid-February 2020. We are finishing testing and fine-tuning the new modules. Estimated delivery date 10/31/20

Interagency Collaboration with PSFA

PSFA approached us with the idea of partnering so that synergy enables NM schools get the most out of the e-Rate program. The idea is to have both agencies do what we do best, CES will do the RFPs + Form 470s, issue and manage contracts for schools & libraries` use, and PSFA will provide the technical expertise. RFP was released on 8/31, closes on 10/23.

2020 Job Order Contracting (JOC) Solicitations for Construction

- 8/10 Began JOC solicitation process (replacing “2018’s” contracts)
- RFPs Rel: 8/28; Close: 9/28
- At a Glance: 7 RFPs issued and managed concurrently by all 3 Contracting Officers (John: 2 RFPs, Joe: 3 RFPs, Gustavo: 2 RFPs) w. Lisa’s admin. support.
- Key Dates: Rel: Fri, Aug 28, 2020 (will advertise twice 8/30, 9/13), Pre-prop: Wed., 9/2; Close: Sept. 28, 2020 → awarded and fully executed by 12/31/20
- Duration: 16 – 20 weeks (2020s = 288 contracts to 136 contractors)

I Update on Recent Publicly Competed Solicitations and Contract Awards

RFPs that have been advertised, are closing, or that have been scheduled for evaluations or to be awarded are listed below. A more detailed list of the contracts and the vendors awarded can be found in the New Contracts - Board Report through October 2, 2020 (see Appendix I).

FP #	RFP Description	Mgr.	lease	prop	je	valuations	Exp.
5	<i>mental Employee Benefits</i>						
ns + Contracts	<i>a. Cafeteria Plan (section 125)</i> <i>b. Retirement & Differed Income</i> <i>enefits (i.e. cancer, short term disability)</i>						

6	ction and Sanitation, Products and Services						
3 ns ts	l Office, Classroom & Vocational – a) Supplies, Equipment; b) Furniture (30 & 31)	/ LR	/14	18 0 am	4	9/9-16	/7/20
7 7	der Contracting (JOC) caping	T	/28	/2 0 am	28	10/5-15	5/21
9 28	der Contracting (JOC) Elec./Plumbing (MEP)	T	/28	/2 0 am	28	10/5-15	5/21
8 3	der Contracting (JOC) g	R	/28	/2 0 pm	28	10/5-15	5/21
0 55	der Contracting (JOC) al Contractor	R	/28	/2 0 pm	28	10/5-15	5/21
6 5	der Contracting (JOC) g & Stucco	V	/28	/2 0 pm	28	10/5-15	5/21
1 9	der Contracting (JOC) g	V	/28	/2 0 pm	28	10/5-15	5/21
2 10	der Contracting (JOC) & Site Work	V	/28	/2 0 pm	28	10/5-15	5/21

II Upcoming Publicly Competed Solicitations:

The following is a list of the Requests for Proposals to be advertised and available to the public in the 2nd Quarter of FY 2020-2021:

FP #	RFP Description	lease	prop	ue	aluations
9	ters & Peripherals (Hardware, Software) + Related Services	0/30	1/4	/20	23 - 26/20
0	king – Products & Related Services	0/30	1/4	/20	23 - 26/20
1	s, Printers, MDFs Products & Related Services + Managed Printing Services	0/30	1/4	/20	23 - 26/20

**APPENDIX I
New Contracts - Board Report**

The following is a detailed list of new contract awardees through October 2, 2020.

Solicitation No.	Title	Awardee
CES Procurements		

New Contract Awards

2020-31A <i>Cars, Trucks, Pickup Trucks, Vans, Police Car and Public Safety Vehicles</i>	Phil Long Dealerships Inc-Chevrolet Phil Long Ford of Raton Chalmers Ford Tillery Chevrolet – GMC Melloy Dodge- FCA Melloy CJDR-FCA Melloy Ford Melloy Chevrolet Tate Branch Auto Group Charlie Clark Nissan- El Paso	2020-31A-C101-ALL 2020-31A-C102-ALL 2020-31A-C103-ALL 2020-31A-C104-ALL 2020-31A-C105-ALL 2020-31A-C106-ALL 2020-31A-C107-ALL 2020-31A-C108-ALL 2020-31A-C109-ALL 2020-31A-C110-ALL
2020-31B <i>Medium and Heavy-Duty Trucks, Truck Bodies, Accessories, Parts and Services</i>	Roberts Truck Center Phil Long Ford of Raton Tillery Chevrolet GMC Watson Truck & Supply 411 Equipment Bruckner Truck Sales, Inc.-Hino Bruckner Truck Sales, Inc.-ISUZU Bruckner Truck Sales, Inc.-VOLVO Bruckner Truck Sales, Inc.-AUTO CAR Border International Chalmers Ford Tate Branch Auto Group Melloy Dodge Melloy Ford Melloy CJDR Melloy Chevrolet Inland Kenworth Pete's Equipment Repair MCT Industries Clark Truck Equipment Lonestar Freightliner Construction Truck Equipment Rush Truck Centers of NM HME	2020-31B-C101-ALL 2020-31B-C102-ALL 2020-31B-C103-ALL 2020-31B-C104-ALL 2020-31B-C105-ALL 2020-31B-C106-ALL 2020-31B-C106-ALL 2020-31B-C106-ALL 2020-31B-C106-ALL 2020-31B-C107-78 2020-31B-C108-ALL 2020-31B-C109-ALL 2020-31B-C110-ALL 2020-31B-C111-ALL 2020-31B-C112-ALL 2020-31B-C113-ALL 2020-31B-C114-ALL 2020-31B-C115-ALL 2020-31B-C116-ALL 2020-31B-C117-ALL 2020-31B-C118-ALL 2020-31B-C119-ALL 2020-31B-C120-ALL 2020-31B-C121-ALL
2020-31C <i>Medium and Heavy-Duty Truck Bodies, Accessories, Parts and Services</i>	Watson Truck & Supply Tate Branch Auto Group Clark Truck Equipment MCT Industries Construction Truck Equipment AC Disposal Services Pete's Equipment Repair (New Way Refuse Bodies – garbage trucks)	2020-31C-C101-ALL 2020-31C-C102-ALL 2020-31C-C103-ALL 2020-31C-C104-ALL 2020-31C-C105-ALL 2020-31C-C106-ALL 2020-31C-C107-ALL
2020-31D <i>On and Off-Road Trailers, Accessories, Parts & Services</i>	MCT Industries Bruckner Truck Sales Border International Lonestar Freightliner Construction Truck Equipment	2020-31D-C101-ALL 2020-31D-C102-ALL 2020-31D-C103-78 2020-31D-C104-ALL 2020-31D-C105-ALL
2020-37 <i>Interactive Classroom Technology</i>	Education Technology Sharp DHE Computer Systems, LLC VLCM ITConnect Troxell Team 1 st DSI AiSYS Consulting TIG Riverside Tech ProVelocity	2020-37-C101-ALL 2020-37-C102-ALL 2020-37-C103-ALL 2020-37-C104-ALL 2020-37-C105-ALL 2020-37-C106-ALL 2020-37-C107-ALL 2020-37-C108-ALL 2020-37-C109-ALL 2020-37-C110-ALL 2020-37-C111-ALL 2020-37-C112-ALL

2020-38 <i>Public Sector Administrative S/W</i>	Triadic Enterprises Sagecore Technologies Albuquerque Image Products Tyler Technologies	2020-38-C100-ALL 2020-38-C101-ALL 2020-38-C102-ALL 2020-38-C103-ALL
2021-01 <i>Medicaid Billing & Collection Services</i>	Solix, Inc. dba Sivic Solutions Group LLC	2021-01-C111-ALL
2021-03 <i>Facility Evaluation and Consulting Services - Capital Outlay, Infrastructure Capital Improvement Planning and Related</i>	Visions in Planning Architectural Research Consultants Northstar NM Greer Stafford/SJCF Architecture	2021-03-C111-All 2021-03-C112-All 2021-03-C113-AI 2021-03-C114-All
2021-04 <i>Food Safety Mgt. Servs.</i>	Southwest Training Systems	2021-04-C101-ALL
2021-05A <i>Supplemental Employee Benefits – Section 125 Plans</i>	First Financial Group of America Competitive Benefits Administration	2021-05A-C101-ALL 2021-05A-C102-ALL
2021-05B <i>Supplemental Employee Benefits – Retirement and Alternative Deferred Income Plans</i>	First Financial Group of America Competitive Benefits Administration TCG Group Holding, LLP	2021-05B-C101-ALL 2021-05B-C102-ALL 2021-05B-C103-ALL
2021-05C <i>Supplemental Employee Benefits – Other Voluntary Benefits Plans</i>	Aflac Group Competitive Benefits Administration First Financial Group of America Legal Access Plans Pre-Paid Legal Services Inc.	2021-05C-C101-ALL 2021-05C-C102-ALL 2021-05C-C103-ALL 2021-05C-C104-ALL 2021-05C-C105-ALL
2021-13 <i>General Office, Classroom & Vocational – Supplies, Equipment, Furniture</i>	A K Sales & Consulting Inc AmTab Manufacturing Corporation Contract Associates Inc. Creative Interiors Inc. El Paso Office Products LLC Follett School Solutions Inc. GL Solutions 3 LLC Innovative Library Interiors Kay Twelve LLC Lakeshore Equipment Company Meteor Education LLC Officewise Furniture and Supply Sandia Paper School Equipment Inc. Premier School Outfitters Sparks Office Supply Co. Inc. Spectrum Paper Co., Inc. Staples Business Advantage Starr Janitorial Team Pikes Peak Varsity Brands Hlding Co., Inc. Workspace Dynamics	IN PROCESS
2021-16 <i>Disinfection and Sanitation, Products and Services</i>	STOP Starr Janitorial Quality Janitorial – North Quality Janitorial Mooring Grancor Rhoads ServPRO	2021-16-C111-ALL 2021-16-C112-ALL 2021-16-C113-ALL 2021-16-C114-ALL 2021-16-C115-ALL 2021-16-C116-ALL 2021-16-C117-ALL 2021-16-C118-ALL

	Clearly Clean SmartCARE Shamrock Spectrum Paper Sandia Paper	2021-16-C119-ALL 2021-16-C1110-ALL 2021-16-C1111-ALL 2021-16-C1112-ALL 2021-16-C1113-ALL
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**Item VII.E.1.d
Paul Benoit
NM REAP/Northern Services Report**

Northern Services Notes

The COVID Pandemic and Restrictions continue to keep me “homebound”, for the most part, and conducting my “rounds” via phone and video conferencing.

One advantage to being homebound is that this is a very busy time in the Business Office and the Procurement office, not only with the constant “barrage” of purchase orders and never ending solicitation cycles for our various contracts, but with the paradigm shift from purchasing through CES to Direct Purchase (and on-line contract/blue book model). So, Jim and I, both, have been able to lend both design input and, more importantly, direct help in upload and analysis of information to get a workable – extractable and uploadable – set of data related to vendors, contacts, and contracts for the on-line interactive bluebook and revised printed contract guide.

I can tell you that it has given me an increased appreciation for the work done in the main office at CES related to ensuring that valid, viable, and relevant contracts are available to our members!

In regard to my continued work with districts, I do the best I can on following up with our members and entities electronically/telephonically.

PO Volume for the first quarter is down, statewide, with the Northern Region showing the bulk of decrease in volume.

NMREAP NOTES

NMReap has 92 member districts and charters, which is one more than where we were last year. While entities did not renew NMREAP, there were nine new subscriptions over the last year.

Addenda

- 1) 1st Quarter PO Summary/Comparison to Prior Year
- 2) 1st Quarter PO Volume Summary by Entity Type

PURCHASE ORDER VOLUME REPORT – COMPARISON OF 1ST QUARTER 2019 TO 1ST QUARTER 2020

2019-20

# of PO's GENERATED	AREA/REGION	TOTAL \$ VOLUME
924	First Quarter - Northern Region 2019-2020	\$44,991,117.05
757	First Quarter - Southern Region 2019-2020	\$38,313,218.17
12	First Quarter - "OTHER" PO'S TO DATE - 2019-2020	\$239,212.32
1693	First Quarter - TOTAL PO'S TO DATE - 2019-2020	\$83,543,547.54
% of PO's GENERATED	AREA/REGION	% OF \$ VOLUME
54.58%	First Quarter - NORTHERN REGION PO'S - 2019-2020	53.9%
44.71%	First Quarter - SOUTHERN REGION PO'S - 2019-2020	45.9%
0.71%	First Quarter - "OTHER" PO'S TO DATE - 2019-2020	0.3%
100.00%	First Quarter - TOTAL PO'S TO DATE - 2019-2020	100.0%

2020-21

# of PO's GENERATED	AREA/REGION	TOTAL \$ VOLUME
822	First Quarter - Northern Region 2020-2021	\$38,390,666.52
675	First Quarter - Southern Region 2020-2021	\$38,588,231.40
14	First Quarter - "OTHER" PO'S TO DATE - 2020-2021	\$778,848.70
1511	First Quarter - TOTAL PO'S TO DATE - 2020-2021	\$77,757,746.62
% of PO's GENERATED	AREA/REGION	% OF \$ VOLUME
54.78%	First Quarter - NORTHERN REGION PO'S - 2020-2021	49.27%
44.31%	First Quarter - SOUTHERN REGION PO'S - 2020-2021	49.72%
0.90%	First Quarter - "OTHER" PO'S TO DATE - 2020-2021	1.01%
100.00%	First Quarter - TOTAL PO'S TO DATE - 2020-2021	100.00%

TOTAL DIFFERENCE FROM PRIOR YEAR FOR THIS TIME PERIOD

COMPARISON

Difference # of PO's GENERATED	DIFFERENCE BY AREA/REGION	D IFFERENCE BY TOTAL \$ VOLUME
(102)	First Quarter - Northern Region 2019-20 TO 2020-2021	(\$6,600,450.53)
(82)	First Quarter - Southern Region 2019-20 TO 2020-2021	\$275,013.23
2	First Quarter - "OTHER" PO'S TO DATE 2019-20 TO 2020-2021	\$539,636.38
(182)	First Quarter - TOTAL PO'S TO DATE 2019-20 TO 2020-2021	(\$5,785,800.92)

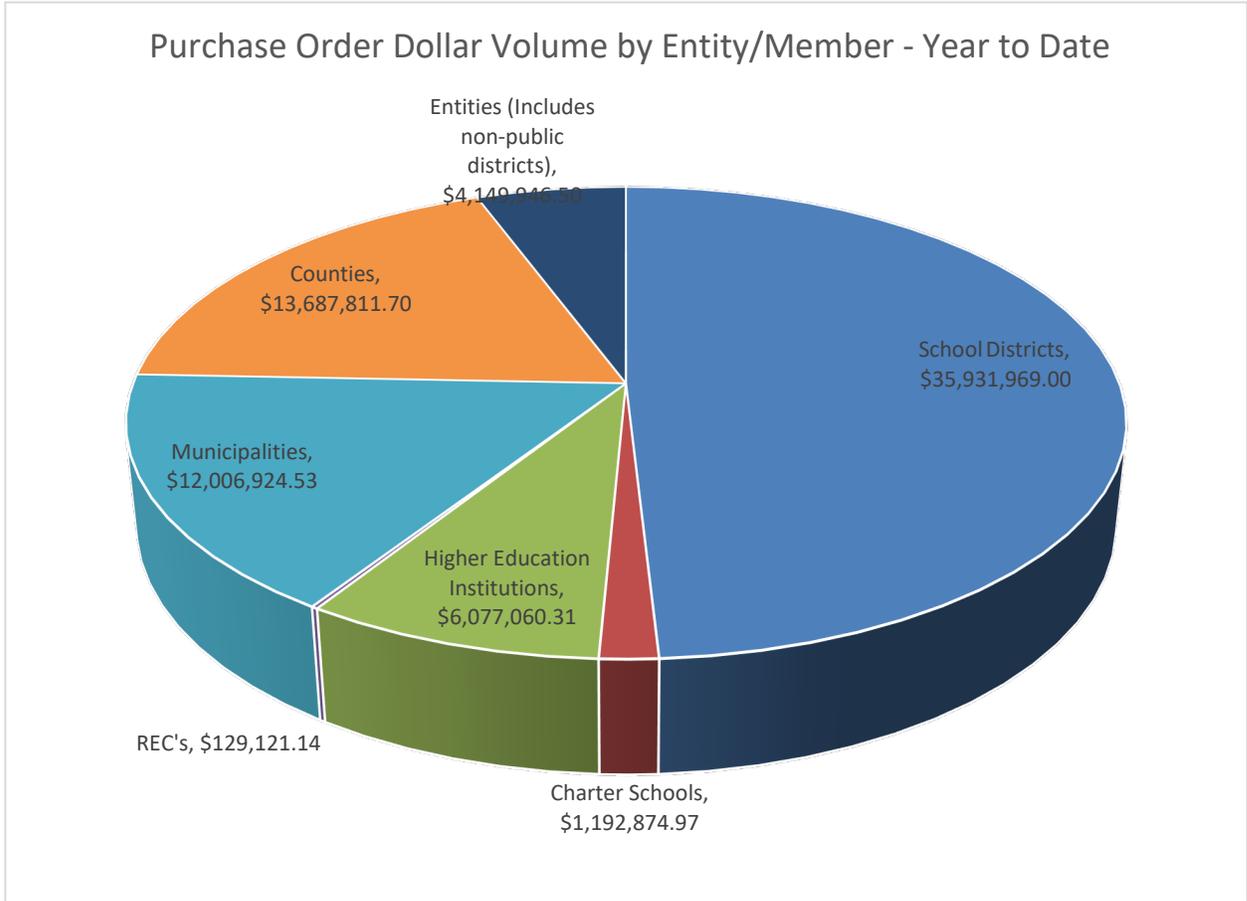
Difference in % of PO's GENERATED	AREA/REGION	% of Dollar Change (+/-)
-11%	First Quarter - Northern Region 2019-20 TO 2020-2021	-14.7%
-11%	First Quarter - Southern Region 2019-20 TO 2020-2021	0.7%
17%	First Quarter - "OTHER" PO'S TO DATE 2019-20 TO 2020-2021	225.6%
-11%	First Quarter - TOTAL PO'S TO DATE 2019-20 TO 2020-2021	-6.9%

Southern Region has increased in PO Dollar Volume in first quarter of this fiscal year by 0.7% (Last year was 139%). Northern Region has shown a 14.7% decrease (Last year was 99.6%). Overall change in PO dollar volume is -6.9%. Total number of PO's processed has decreased by 11%.

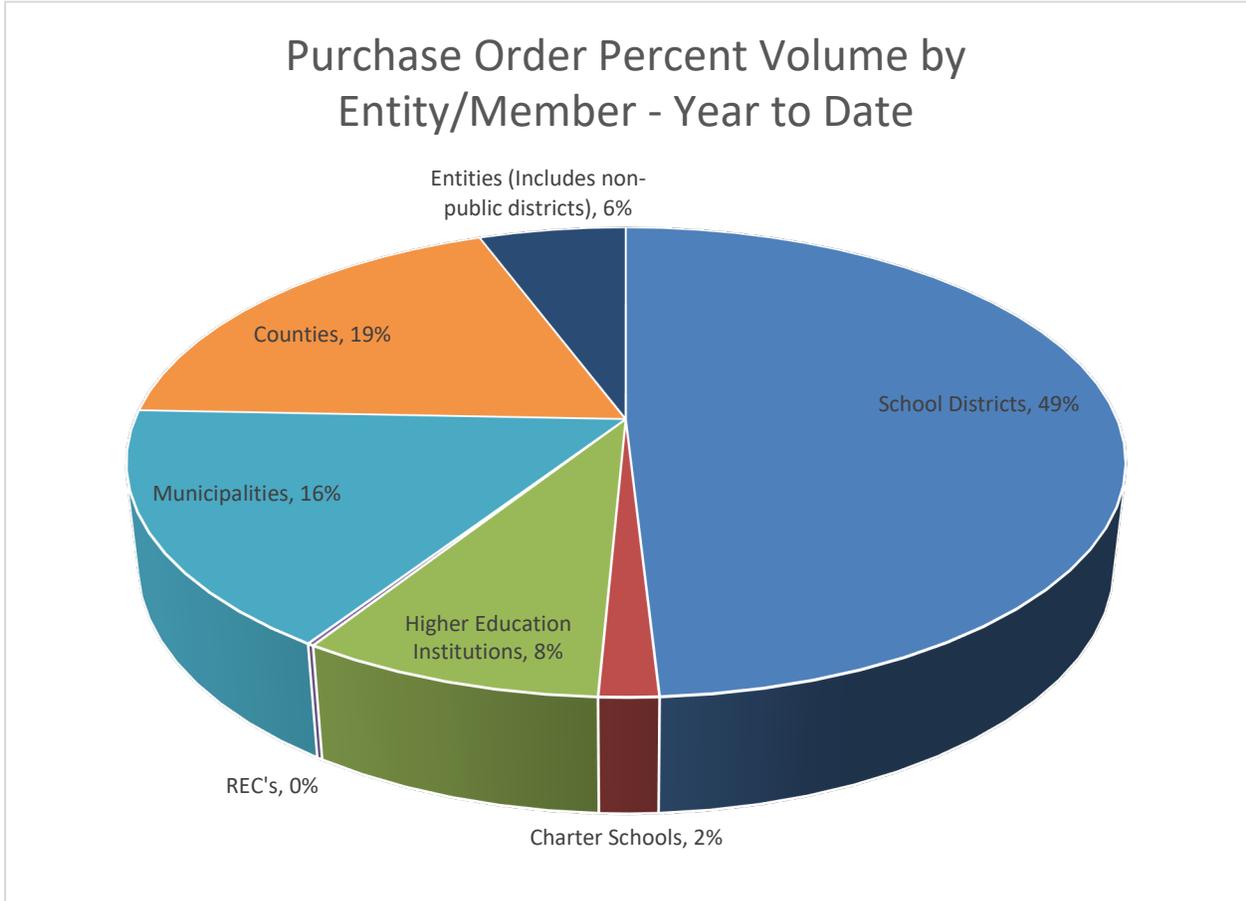
PO VOLUME REPORT BREAKDOWN BY MONTH – 1ST QUARTER

	North PO's Generated	South PO's Generated	Total PO Volume	"State" Entities	TOTAL YR
July	\$ 14,818,872.41	\$ 12,204,535.73	\$ 27,023,408.14	\$157,142.34	\$27,180,550.48
August	\$ 11,416,213.67	\$ 13,870,743.34	\$ 25,286,957.01	\$448,162.57	\$25,735,119.58

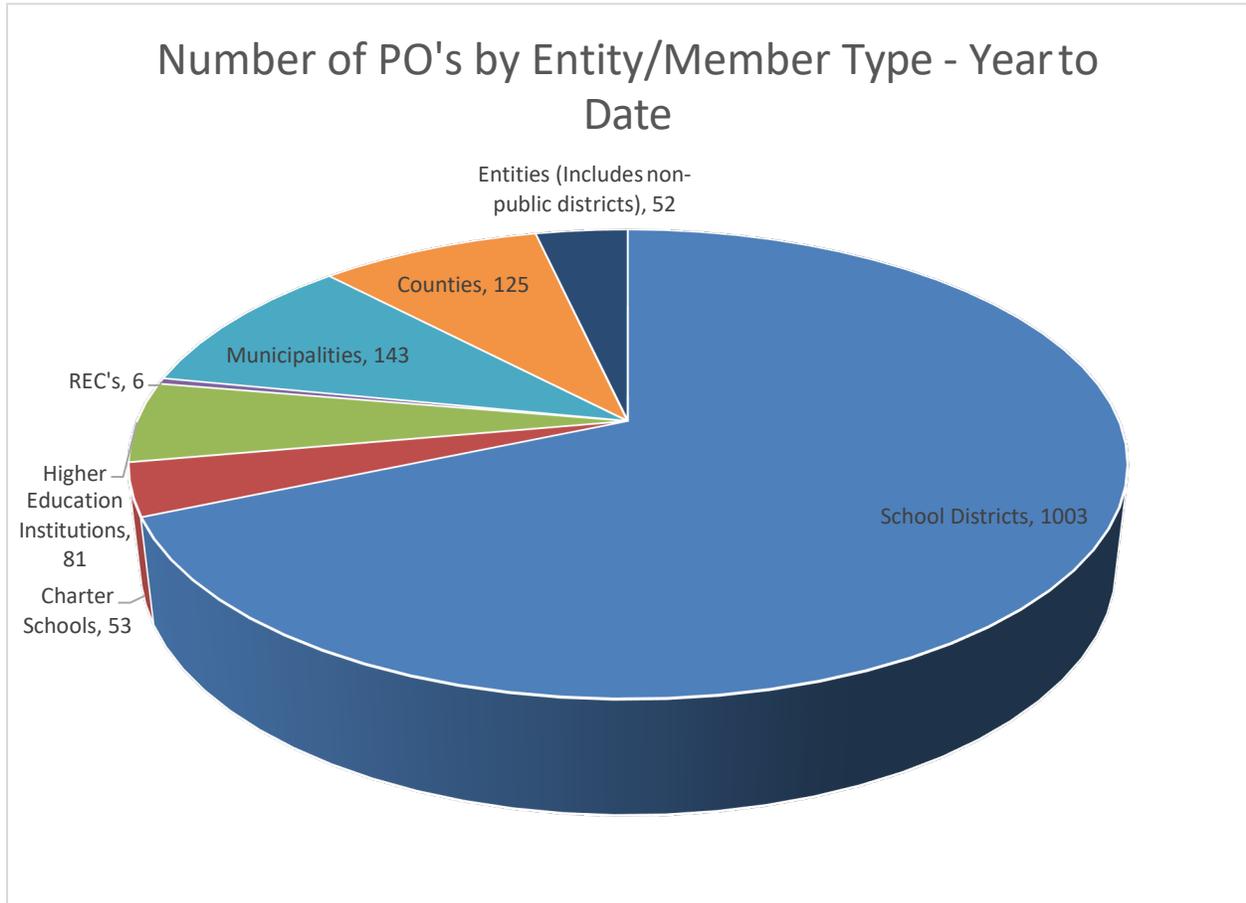
PO DOLLAR VOLUME BY MEMBER TYPE – 1ST QUARTER



PO DOLLAR VOLUME (PERCENT) BY MEMBER TYPE – 1ST QUARTER



NUMBER OF PO'S PROCESSED BY MEMBER TYPE – 1ST QUARTER



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**Item VII.E.1.e
Brad Schroeder
Technology Report**

It's now all-hands-on-deck for eProcurement and Direct Purchasing. We will be blitzing those two projects all of October. We will be scheduling trainings, walk-throughs and eventually launching the pilot project later in October/November.

Lots of work has been put into our Moodle LMS (Learning Management System) websites for LEAP (www.cesleap.org), ALD (www.cesald.org), TAP (www.cestap.org) and our CES Virtual Academy (www.cesvirtual.org). PED has shown strong interest (financially) in expanding the Virtual Academy into April 2021. Supporting these efforts, as well as delivering trainings on Computer Knowledge, shows how much need there is across the state for quality PD.

Other big items include:

- Review HR systems, Professional Services webpage
- Oversee IT deliverables for new building
- New CES website

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**Item VII.E.1.f
Jim Barentine
Southern Services Report**

During the Corona state-wide lockdown, travel to member and vendor sites in my assigned area has been replaced entirely by digital communication. I have relied heavily upon GoToMeeting, Zoom, Microsoft Teams, and related software solutions. I have had exchange with many of my contacts across southern New Mexico, at least email conversations. Unfortunately, avoiding travel eliminates the key component of face-to-face so important in my work. I hope to soon be able to resume those onsite visits.

There continues to be more staff turnover than usual among members. It greatly expands the process of keeping contact lists up to date. With new personnel at our members organizations comes many opportunities for education re CES. Fluctuations in the use of CES contracts by members occur most often when an entity experiences staff turnover, so I focus a lot of work on educating entities' new staff on the benefits and processes related to using CES. As well, when the staff turnover occurs among member schools and districts, the educating includes the education-related programs and services offered by CES.

Bo and I continue to vary our approach to digital media. Bo has recently begun conducting filmed interviews and posting those interviews as a "CES Roundup" series in our social media. It's a great opportunity for members to learn about what various staff at CES do for them. The growth of our social media reach continues. September reach for all platforms for is 2,517. Total followers for all platforms currently is 1,247. Our posting modalities are multiple, and we continue to collect CES-related photos to support the posts. If you have photos from your organization you would be willing to share, we welcome them. We like to emphasize our members and the human component of what we're about.

Paul and I continued work to support the efforts of the Procurement and Business Office departments to transform the CES purchasing model for members. We have completely updated both the Bluebook and ProCure to support the transition to an online interactive Bluebook and Direct Purchasing. We have also assisted with evaluations of proposals whenever Procurement has been unable to recruit a sufficient number of evaluators.

Marketing and collaboration efforts have been scattered and informal, occurring via email, teleconference, and/or videoconference. Key projects to market specific programs or products have included (1) PPE, sanitizer, disinfectant, thermometers, etc., (2) laptops and tablets, (3) information dissemination regarding hotspots, (4) body-worn cameras, (5) equipment for sanitizing facilities, and (6) professional development opportunities.

I continue to support the work of the Ancillary Program through recruitment and identification of placement opportunities. It is slow in most areas of the south, with requests being "spotty." Also, quarantine time has allowed for participation in multiple online trainings and meetings, which increase my knowledge and ability to serve members.

**Cooperative Educational Services
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**Item VII.E.1.g
Teri Thelemaque
Human Resources Report**

The staff at CES have continued working from home since our last Executive Committee Meeting. CES had a busy July-September hiring Ancillary and Professional Services staff members. The Ancillary department has hired 19 staff members since July 1, 2020 for the new school year. CES has added 15 Professional Services staff members. This includes two new TAP consultants, one TAP webinar assistant, and one Leadership Development assistant.

Hiring new staff has had its challenges due to the continued inability to run our own background checks. We are still waiting on the FBI to make a decision on our ORI application. This was submitted in August 2019. We have reached out to our DPS contact with no response. Currently, when we hire a new Ancillary staff member, we must rely on the school they are assigned at to conduct a background check. This means we are not aware of any potential problems on their background check before they are placed. Additionally, we have some staff who are placed at multiple schools and sometimes need to complete and pay for multiple background checks. If we are not approved for an ORI number, we will need to come up with a new policy on obtaining an up to date background check on Ancillary and Professional Service staff members.

We are still working on a new website to promote the Professional Services staff members.

We have completed the 1st quarter Health and Wellness Challenge on September 30, 2020. Engaging staff in these challenges has been slightly more difficult since everything is remote. As the Climate Action Team, the team in charge of coming up with the challenges, met to discuss the 2nd quarter options, we decided on some giving options for the next quarter challenges. This October/November we will be collecting supplies to donate to the Red Rock Chapter. We will also be partnering up with Albuquerque Public Schools McKinney-Vento Homeless project this fall to provide Christmas gifts to families in need. We have entered into Open Enrollment period. NMPSIA has added a new Medical Provider this year, CIGNA Health. They also added a new Dental provider, Delta Dental. We are excited about the new options for our staff. In preparation for the supplemental benefit enrollment, I gathered some interesting data on participation in the benefit programs CES offers.

For our Ancillary staff:

21.7% participate in the NMPSIA medical/dental or vision plans
10.2% participate in Unreimbursed Medical
0.4% participate in the Dependent Care FSA
8% participate in/ a supplemental benefit plan through AFLAC
11.5% contribute to a retirement account

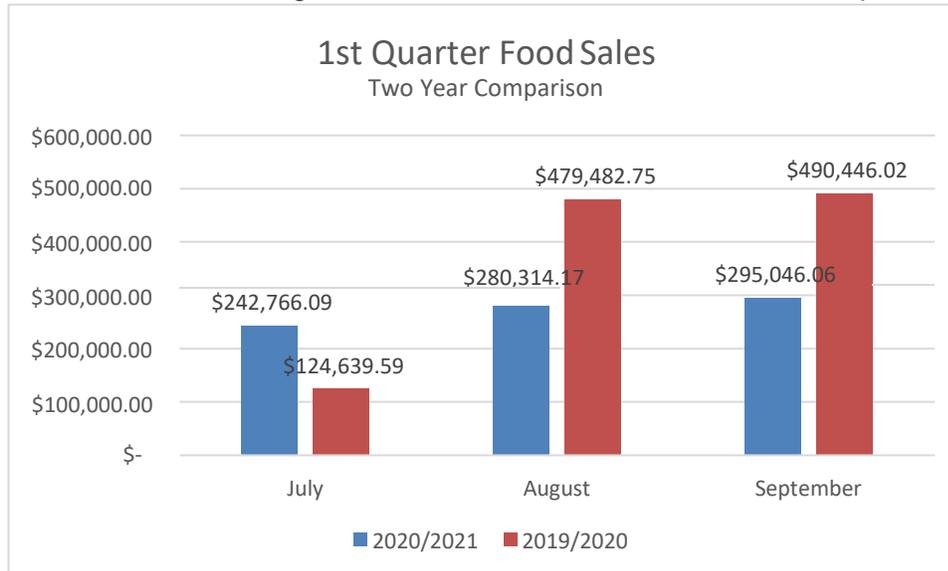
For our Office Staff:

75.7% participate in the NMPSIA medical, dental or vision plan
36.3% participate in Unreimbursed Medical
6% participate in the Dependent Care FSA
18.1% participate in a supplemental benefit plan through AFLAC
75.7% contribute to a retirement account.

**Cooperative Educational Services
EXECUTIVE COMMITTEE MEETING
October 21, 2020**

**Item VII.E.1.h
Lori O'Rourke
Food Report**

Looking at last year's food sales, this year's numbers were almost double in July with a 40% (approx.) drop in August and September during the pandemic. With many schools not starting until at least January, a major drop is explainable and even expected. Labatt is working hard to bring the sales up selling more to our senior centers using the contract, until the schools can meet in person again.



Some districts however, individually increased their buying up to 60% in the month of July. To determine the direction things are taking, I reached out to several Food Service Directors to find out why their buying had changed.

One district said that dealing with the Pandemic has been very rough on the staff who have worked diligently since “day one that the Corona Virus hit” and continue to provide for the children nonstop. Unfortunately, with the change in how they are serving, their costs have gone up considerably. More paper goods, Styrofoam, plastic ware, plastic bags, sandwich bags, masks, gloves, and “anything and everything” available to prepack breakfasts and lunches were suddenly needed. The cost is higher for individually wrapped food items and shelf stable items, which was another drain on their food budget. The cost of fresh fruits and vegetables has risen as the trucking industry was affected, having a trickle-down effect which ultimately increased the price of shipping to New Mexico.

Food service teams must think out of the box to provide the meals for the grab-and-go stations and bus routes while following USDA guidelines and meal patterns. This has been no picnic, as availability has been limited as the rest of the food service industry competes with the schools for items that are now in high demand.

In addition to seeing their costs increase due to changing needs, they operate their grab-and-go stations daily providing breakfast and lunch from 10:00 a.m. to 12:00 noon. This service is provided per PED waiver guidelines. The district I spoke with sets up their operation with coolers from the main kitchen loaded in the delivery box truck and taken to the main campus parking lot. They use a staging table and practice social-distancing while providing food for their district's students. The families can drive up and “grab-and-go” with ease. Some meals are delivered along with homework packets on the school bus. Truly our food service teams are making heroic efforts during this difficult time. Be sure to thank them and let them know we are grateful for all they do to help feed New Mexicokids!

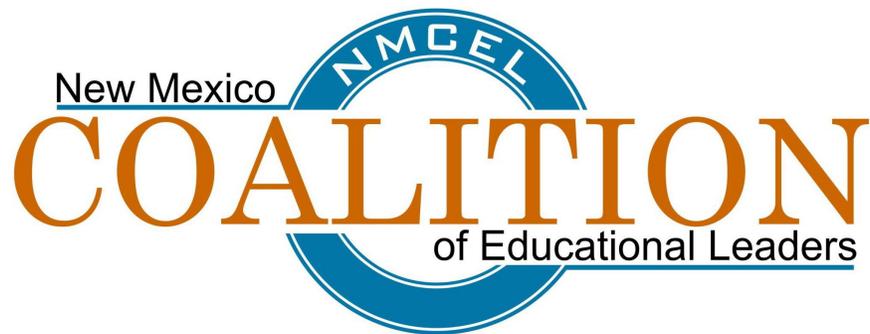
**Cooperative Educational Services
EXECUTIVE COMMITTEE MEETING
October 20, 2020**

**Item VII.E.2.a-c
David Chavez
Executive Director Administrative Reports**

Item (a) CES will be relocating its business operations to 10601 Research Rd. SE, Albuquerque, NM effective January 1, 2021. The building that houses our present operations at 4216 Balloon Park Rd. is on schedule to be purchased by Central Regional Education Cooperative. Ms. Maria Jaramillo, CREC Executive Director, and I have been meeting with State Board of Finance staff to determine the items we need to submit to secure approval for a Lease Purchase Agreement. One item they need from CES are the minutes where the CES Executive Committee took action to approve the CES Executive Director, to act on behalf of the Executive Committee, in seeking SBOF approval of the Lease Purchase Agreement. Attached for your review is the Appraisal for our property at 4216 Balloon Park Rd. NE. The appraised value of, \$1,310,000.00, is the amount I am suggesting we sell this property to CREC. We would establish a lease document that would be structured over a 15-year period at the current rate of interest. The lease payments would be applied towards the purchase of the building. CREC has requested that they be allowed to make advance payments with the option to buy at any time during the life of the lease. We have met with DFA legal counsel to advise us on how the lease may be structured to accomplish CREC purchase of the building.

Item (b) The past four years CES, in partnership with other private and public entities, has supported the NMCEL golf tournament fund raising initiative that supports scholarships for deserving New Mexico students. This year we were not able to hold the tournament and NMCEL may not be able to support many deserving students pursuing a teaching degree. I am attaching a letter from Mr. Rounds requesting \$10,000.00 to continue supporting this worthy cause. I recommend we support NMCEL in the amount requested for fiscal year 2020-2021.

Item (C) Request approval to accept a \$10,547.84 incentive grant from Public Service Company of New Mexico (PNM). The incentive program is based on energy efficiency installations of our HVAC and electrical system lighting retrofits. PNM has conducted a review of the architectural drawings and specifications and determined that we qualify for the above referenced incentive grant. The final amount will be determined upon final inspection of the facility once it's completed. It is my understanding that if the building is completed this calendar year we would qualify for an additional 20%.



September 30, 2020

David Chavez
Executive Director
Cooperative Educational Services, Inc.
Via E-Mail

David:

Thanks for the continuing support that you and CES have provided over the years for the mission of the New Mexico Coalition of Educational Leaders and the New Mexico School Superintendents Association. Your personal commitment to our mission and the children of New Mexico is applauded and appreciated.

This letter is built on those relationships and our years of “rowing together”. As you are aware, since I have come to NMCEL, we have become more aggressive at supporting scholarships for our fine New Mexico students that are pursuing education for their undergraduate degree. In fact, you and CES have been incredible partners as we pursued fund generation for that purpose. With your help and the help of past CES employees such as Gary Tripp, we developed a strong commitment through the sponsorship of an annual golf tournament whose proceeds went wholly to those scholarships. Summer Conference 2019 turned about \$11,000 for those scholarships. Unfortunately, with COVID striking down the Summer Conference 2020, we lost that revenue source.

Recently we discussed the option of NMCEL approaching the CES Board for assistance to replenish those funds. This correspondence is a proposal that requests the CES Board consider providing \$10,000 of relief for this year’s loss of revenue.

I want to thank you and the Board for consideration of this request and stand to provide any responses to requests you may have for information.

Best Regards:
/signature on file/
Stan Rounds
Executive Director

New Mexico Coalition of Educational Leaders
Stan Rounds, Executive Director
6600 Palomas, NE
Albuquerque, NM 87109



September 15, 2020

David Chavez
Executive Director
Cooperative Educational Services
PO Box 92223
Albuquerque , NM 87199



RE: PNM Business Energy Efficiency Program **Project ID#PNM-20-04167**
Application Type: 2020 New Construction
Project Location: 1 060 1 Research Road SE, Albuquerque NM 87123

Dear David Chavez,

We are pleased to inform you that the Public Service Company of New Mexico (PNM) Business Energy Efficiency Programs has received your Pre-Notification Application and that we have reserved \$10,547.84 of incentive funds for your project. Funds will be reserved for 120 days, until 12/31/2020 unless the applicant requests and is granted an extension. Funds that have been reserved are not transferable to other projects, facilities, and/or customers.

Please note that the reserved incentive amount may not be representative of the actual amount paid. The final incentive payment will be based on our review of the final application and supporting project documentation of equipment installed.

All required documentation must be received within 6 months of project completion to be considered. Also, inspections are conducted periodically during either the pre-notification or final application phase. A member of the PNM Business Energy Efficiency Programs may contact you to schedule a site inspection.

To facilitate a timely processing of your final application, please submit all requested supporting documentation as listed in the specification pages of the application. The most recent versions of the applications are available on the program website. To facilitate a timely processing of your final application, please submit all requested supporting documentation as listed in the specification pages of the application. The most recent versions of the applications are available on the program website.

We appreciate your interest in the PNM Business Energy Efficiency Programs and thank you for helping promote the efficient use of energy in New Mexico. If you have questions, please don't hesitate to contact us at **1-877-607-0741** or **energyefficiency@pnm.com**

Sincerely,

PNM Business Energy Efficiency Programs

**Cooperative Educational Services
EXECUTIVE COMMITTEE MEETING**

**Item VII.F.1. Personnel Report– Teri Thelemaque
As of October 1, 2020**

New Staff Contracts Received for 2020-2021:

- Mari Bauman TAP Consultant
- Nancy Delfino Sch Psy
- Stacy Diller Professional Services
- Coyle Domina OT
- Joyce Fletcher Diag
- Claudia Gallegos OT
- JoLynn Gallegos Professional Services
- Elisa Garnand SW
- David Gleghorn OT
- Bobbie Gutierrez Professional Services
- Bernadette Hall-Cuaron Professional Services
- Ryan Hayes APE
- Kerri Herlihy SLP
- Linda Jacobs-Condit AUD
- Allison Kelly PTD
- Melissa Maestas Professional Services
- Leasa Martinez Diag
- Kelli Moore Professional Services
- Roberto Ollivier Professional Services

- Diana Orozco Diag
- Micaiah Parks RN
- Jennifer Pena TAP Consultant
- Marc Robson SW
- David Rodriguez LPN
- Richard Russell Psychologist
- Dolores Salazar SW
- Melissa Sanchez Professional Services
- Joel Shirley Professional Services
- Robert Trujillo Professional Services
- Darlene Ulibarri Professional Services
- Selina Vigil TAP Webinar Consultant
- Kristin White COMS
- Jamie Widner Professional Services
- Lindsey Ziemba RN

Staff Resignations/Terminations for 2020-2021:

- Joan Gugliotta RN
- Diana Hunnicutt PT
- Paula Magnuson SLP
- Nanci Mon SW

- Teresa Quiroga Sch Psy/Diag
- Clara Roybal Diag
- Sandra Sloan Anc Teacher
- Janet Woodward RN

**COOPERATIVE EDUCATIONAL SERVICES
CHECK REGISTER**

July 1, 2020 through October 8, 2020

Check Number	Date	Payee	Amount
0080392	7/15/2020	Martinez, Mary L.	3,699.84
0080393	7/15/2020	Smith, Sarah V.	1,714.83
0080394	7/16/2020	Zamaripa, Angelina L.	1,198.44
0080395	7/31/2020	Smith, Sunita T.	304.75
0080396	8/31/2020	Martinez, Leasa M.	865.31
0080397	8/31/2020	Parks, Micaiah L.	80.84
0080398	8/31/2020	Davis, Ronda	1,108.20
0080399	8/31/2020	Smith, Sarah V.	1,330.69
0080400	9/15/2020	Parks, Micaiah L.	2,380.33
0080401	9/30/2020	Davis, Ronda	3,155.41
0080402	9/30/2020	Smith, Sarah V.	1,888.14
0080403	9/30/2020	Smith, Sunita T.	177.77
236255	7/2/2020	Ambitions Technology Group	31,724.59
236256	7/2/2020	Automated Control Systems Inc	80,366.81
236257	7/2/2020	Constructors & Associates, Inc.	45,567.31
236258	7/2/2020	CenturyLink	98.83
236259	7/2/2020	Clearly Clean Janitorial Services, LLC	11,261.76
236260	7/2/2020	Document Imaging of the Southwest	910.95
236261	7/2/2020	Donna Johns	VOID
236262	7/2/2020	Facility Solutions Group	6,617.65
236263	7/2/2020	Guadalupe Mountain Fencing FKA MHAT LLC	VOID
236264	7/2/2020	Jive Communications	6,311.16
236265	7/2/2020	Johnson Controls	70,182.81
236266	7/2/2020	King Industries Corporation	560.39
236267	7/2/2020	Konica Minolta Business Solutions USA	4,769.80
236268	7/2/2020	KSA Engineering, Inc.	18,905.01
236269	7/2/2020	Mesa Vista Consolidated Schools	6,235.13
236270	7/2/2020	Gateway Education Holdings, LLC	6,814.81
236271	7/2/2020	Pecos Valley RCC 8	1,800.00
236272	7/2/2020	Quill Corporation	642.58
236273	7/2/2020	Riverside Publishing Company	108.67
236274	7/2/2020	The Santa Fe New Mexican	285.11
236275	7/2/2020	Sharp Electronics Inc	4,953.04
236276	7/2/2020	Stephen Leos Architect, LLC	5,065.79
236277	7/2/2020	Tel/Logic Inc	42,666.29
236278	7/2/2020	Wenger Corporation	25,678.04
236279	7/2/2020	Western Psychological Serv	54.00
236280	7/2/2020	Yearout Mechanical	1,245.83
236281	7/10/2020	Advanced Communications and Electronics, Inc.	111,158.24
236282	7/10/2020	Association of Educational Service Agencies	360.00

236283	7/10/2020 AFLAC	2,595.00
236284	7/10/2020 Allstate Benefits	56.99
236285	7/10/2020 American Fidelity Assurance Co	702.64
236286	7/10/2020 Bank of Albuquerque	1,806.21
236287	7/10/2020 Bridgers & Paxton Consulting Engineers	15,080.13
236288	7/10/2020 Business Management Daily	97.00
236289	7/10/2020 Constructors & Associates, Inc.	97,086.79
236290	7/10/2020 Coyote Cabling	7,570.72
236291	7/10/2020 Dahill Office Technology Corporation	27,391.96
236292	7/10/2020 Education Plus	27,317.66
236293	7/10/2020 Fulkerson Plumbing & Heating Company, Inc.	22,707.96
236294	7/10/2020 Greer Stafford/SJCF Architecture Inc	16,572.32
236295	7/10/2020 Hansen & Prezzano/Builders LLC	29,467.01
236296	7/10/2020 Horrocks Engineers, Inc.	26,752.26
236297	7/10/2020 Integrated Control Systems, Inc.	11,369.62
236298	7/10/2020 KSA Engineering, Inc.	5,482.07
236299	7/10/2020 Mackin Educational Services	4,651.00
236300	7/10/2020 McGrath Training Solutions	3,950.00
236301	7/10/2020 Network Cabling, Inc.	74,251.25
236302	7/10/2020 New Mexico Child Support Enforcement Division	88.91
236303	7/10/2020 Palomar Modular Building LLC	93,862.01
236304	7/10/2020 Parkhill Smith & Cooper Inc	38,126.33
236305	7/10/2020 PNM	1,503.49
236306	7/10/2020 Porch & Associates LLC	3,236.25
236307	7/10/2020 Power Line Technologies	817.69
236308	7/10/2020 Quill Corporation	14,365.19
236309	7/10/2020 RT Electric, Inc.	59,604.27
236310	7/10/2020 Dude Solutions	3,540.78
236311	7/10/2020 Sharp Electronics Inc	23,279.58
236312	7/10/2020 SMPC Architects	44,154.71
236313	7/10/2020 Sunset Cleaning Services	269.68
236314	7/10/2020 FCC Inc dba Teach The Children	92.07
236315	7/10/2020 Tel/Logic Inc	17,652.30
236316	7/10/2020 Terracon Consultants	11,442.45
236317	7/10/2020 EEA Consulting Engineers fka Vibrantcy, LLC	3,680.88
236318	7/10/2020 Vigil & Associates Architectural Group PC	7,709.48
236319	7/10/2020 Western Paper	7,006.37
236320	7/10/2020 Yearout Mechanical	878.53
236321	7/17/2020 Clearly Clean Janitorial Services, LLC	VOID
236322	7/17/2020 Johnson Controls	VOID
236323	7/17/2020 Transmission & Distribution Servicers, LLC	VOID
236324	7/17/2020 Parkhill Smith & Cooper Inc	VOID
236325	7/17/2020 FCC Inc dba Teach The Children	VOID
236326	7/17/2020 Clearly Clean Janitorial Services, LLC	1,201.92
236327	7/17/2020 Johnson Controls	19,800.58
236328	7/17/2020 Parkhill Smith & Cooper Inc	5,248.23
236329	7/17/2020 Transmission & Distribution Servicers, LLC	620.54

236330	7/17/2020 FCC Inc dba Teach The Children	8.78
236331	7/24/2020 ACD and Associates LLC	1,080.00
236332	7/24/2020 Albuquerque Freightliner Inc	3,764.95
236333	7/24/2020 Alb Bernalillo Co Water Utility Author	502.79
236334	7/24/2020 Albuquerque Publishing Company	155.82
236335	7/24/2020 Bridgers & Paxton Consulting Engineers	40,324.48
236336	7/24/2020 David Chavez	447.20
236337	7/24/2020 Desert West Enterprises, LLC	1,068,472.94
236338	7/24/2020 Document Imaging of the Southwest	3,905.08
236339	7/24/2020 Texas New Mexico Newspaper Partnership, LLC	416.45
236340	7/24/2020 ProVelocity, LLC fka EQC Technologies Corp.	5,312.24
236341	7/24/2020 General Hydronics Concrete	100,029.85
236342	7/24/2020 Greer Stafford/SJCF Architecture Inc	12,643.81
236343	7/24/2020 Jim Sena Construction Company, Inc.	7,959.06
236344	7/24/2020 Jive Communications	6,880.72
236345	7/24/2020 Johnson Controls	199,700.56
236346	7/24/2020 King Industries Corporation	2,236.00
236347	7/24/2020 La Harca, Inc.	13,233.58
236348	7/24/2020 L N Curtis & Sons	2,459.70
236349	7/24/2020 The Master Teacher Inc	813.75
236350	7/24/2020 Network Cabling, Inc.	435.41
236351	7/24/2020 New Mexico Gas Company	31.46
236352	7/24/2020 Parkhill Smith & Cooper Inc	30,700.74
236353	7/24/2020 Power Line Technologies	2,899.83
236354	7/24/2020 PVT Networks Inc	18,448.09
236355	7/24/2020 RBM Engineering, Inc.	6,480.20
236356	7/24/2020 Riddell	18,613.63
236357	7/24/2020 Roswell Daily Record	259.49
236358	7/24/2020 Southwest Concrete & Paving, Inc.	48,114.11
236359	7/24/2020 Southwest Hazard Control Inc	3,348.15
236360	7/24/2020 Thirteen Twenty, LLC DBA Tate Branch	42,151.85
236361	7/24/2020 Van Amberg, Rogers, Yepa & Abeita LLP	1,078.41
236362	7/24/2020 Verizon Wireless	664.49
236363	7/24/2020 Western Paper	543.86
236364	7/30/2020 Automated Control Systems Inc	29,657.75
236365	7/30/2020 Bridgers & Paxton Consulting Engineers	13,744.08
236366	7/30/2020 Fulkerson Plumbing & Heating Company, Inc.	15,668.58
236367	7/30/2020 Huitt-Zollars, Inc.	20,515.96
236368	7/30/2020 Imagination Station dba Istation	68,753.62
236369	7/30/2020 Jive Communications	3,204.52
236370	7/30/2020 L N Curtis & Sons	14,631.11
236371	7/30/2020 Mooring Recovery Services, Inc.	10,600.92
236372	7/30/2020 RMKM Architecture, P.C.	71,122.57
236373	7/30/2020 Smith Engineering Company	10,337.03
236374	7/30/2020 Tel/Logic Inc	13,666.25
236375	7/30/2020 Terracon Consultants	5,645.95
236376	8/7/2020 AFLAC	2,595.00

236377	8/7/2020 Albuquerque Freightliner Inc	211,218.76
236378	8/7/2020 Allstate Benefits	56.99
236379	8/7/2020 American Fidelity Assurance Co	388.86
236380	8/7/2020 AT&T Mobility	96.08
236381	8/7/2020 Bank of Albuquerque	2,206.99
236382	8/7/2020 Constructors & Associates, Inc.	38,386.98
236383	8/7/2020 CenturyLink	100.99
236384	8/7/2020 David Chavez	121.39
236385	8/7/2020 Greer Stafford/SJCF Architecture Inc	6,321.91
236386	8/7/2020 Guadalupe Mountain Fencing FKA MHAT LLC	24,301.60
236387	8/7/2020 Havona Environmental, Inc.	3,294.34
236388	8/7/2020 Jive Communications	1,140.87
236389	8/7/2020 Johnson Controls	8,798.31
236390	8/7/2020 La Harca, Inc.	34,685.43
236391	8/7/2020 Lea County	17,981.66
236392	8/7/2020 Parkhill Smith & Cooper Inc	61,091.00
236393	8/7/2020 Gateway Education Holdings LLC	1,814.45
236394	8/7/2020 PNM	1,855.54
236395	8/7/2020 Porch & Associates LLC	3,236.25
236396	8/7/2020 Portales Municipal Schools	286.79
236397	8/7/2020 Poweron Technology Services, LLC	7,615.24
236398	8/7/2020 Quill Corporation	2,174.51
236399	8/7/2020 Rhianna Chavez	150.00
236400	8/7/2020 RSM	3,184.42
236401	8/7/2020 Smith Engineering Company	6,454.02
236402	8/7/2020 Southwest Copy Systems	78.98
236403	8/7/2020 Southwest Concrete & Paving, Inc.	47,794.52
236404	8/7/2020 Springer Municipal Schools	250.50
236405	8/7/2020 STOP Restoration, LLC	152,682.67
236406	8/7/2020 Sunset Cleaning Services	269.68
236407	8/7/2020 Tel/Logic Inc	48,778.00
236408	8/7/2020 Truly Nolen	76.59
236409	8/7/2020 Western Paper	11,064.68
236410	8/7/2020 Western Psychological Serv	3,688.30
236411	8/7/2020 Zonar Systems, Inc.	20,709.97
236412	8/7/2020 Zoom Video Communications, Inc.	466.82
236413	8/7/2020 Riverside Publishing Company	20,148.10
236414	8/13/2020 Albuquerque Publishing Company	257.56
236415	8/13/2020 CenturyLink	7,468.52
236416	8/13/2020 Clearly Clean Janitorial Services, LLC	8,851.61
236417	8/13/2020 CPI	150.00
236418	8/13/2020 Crystal Springs Bottled Water	81.82
236419	8/13/2020 Desert Plastics, LLC	4,603.78
236420	8/13/2020 Document Solutions, Inc. (DSI)	4,417.07
236421	8/13/2020 Engel Coatings, Inc.	31,670.50
236422	8/13/2020 ProVelocity, LLC fka EQC Technologies Corp.	7,707.58
236423	8/13/2020 FCI Constructors of New Mexico, LLC	17,275.85

236424	8/13/2020 Federal Express Corp	57.43
236425	8/13/2020 Francis Vigil	1,200.00
236426	8/13/2020 General Hydronics, Inc.	34,948.47
236427	8/13/2020 Hansen & Prezzano/Builders LLC	3,064.19
236428	8/13/2020 HDR Engineering, Inc.	17,453.16
236429	8/13/2020 Huitt-Zollars, Inc.	6,016.43
236430	8/13/2020 Jive Communications	569.04
236431	8/13/2020 New Mexico Gas Company	32.71
236432	8/13/2020 Parkhill Smith & Cooper Inc	12,586.89
236433	8/13/2020 The Playwell Group, Inc.	4,266.07
236434	8/13/2020 Power Line Technologies	260.99
236435	8/13/2020 Roswell Daily Record	385.97
236436	8/13/2020 The Santa Fe New Mexican	590.12
236437	8/13/2020 Dude Solutions	9,133.76
236438	8/13/2020 Smith Engineering Company	17,654.55
236439	8/13/2020 Southwest Copy Systems	3.15
236440	8/21/2020 Alb Bernalillo Co Water Utility Author	491.72
236441	8/21/2020 Bank of Albuquerque	2,280.54
236442	8/21/2020 Bridgers & Paxton Consulting Engineers	4,659.47
236443	8/21/2020 CenturyLink	3,042.55
236444	8/21/2020 City of Eunice	56,628.40
236445	8/21/2020 Coyote Cabling	30,575.31
236446	8/21/2020 CPI	1,434.42
236447	8/21/2020 Texas New Mexico Newspaper Partnership, LLC	926.74
236448	8/21/2020 Hansen & Prezzano/Builders LLC	3,360.38
236449	8/21/2020 Husqvarna Professional Products, Inc.	9,775.12
236450	8/21/2020 Jefferson Montessori	2,621.06
236451	8/21/2020 Jim Sena Construction Company, Inc.	8,626.42
236452	8/21/2020 Jive Communications	8,096.69
236453	8/21/2020 Konica Minolta Bus Solutions	1,192.03
236454	8/21/2020 Mesalands Community College	4,916.03
236455	8/21/2020 Next Level Home Audio & Video, Inc	5,302.91
236456	8/21/2020 New Mexico Association of School Business Officia	10,000.00
236457	8/21/2020 Savvas Learning Company LLC fka Pearson Schoo	17,777.78
236458	8/21/2020 Safeguard Business Systems	502.31
236459	8/21/2020 Dude Solutions	9,248.80
236460	8/21/2020 Southwest Copy Systems	79.70
236461	8/21/2020 Southwest Hazard Control Inc	43,663.73
236462	8/21/2020 Tel/Logic Inc	147,175.00
236463	8/21/2020 The Flippen Group	20,148.15
236464	8/21/2020 Troxell Communications Inc	28,049.38
236465	8/21/2020 Van Amberg, Rogers, Yepa & Abeita LLP	2,791.18
236466	8/21/2020 Visions in Planning, Inc.	6,627.84
236467	8/21/2020 Western Paper	81,817.28
236468	8/21/2020 Zoom Video Communications, Inc.	2,038.17
236469	8/21/2020 Alb Bernalillo Co Water Utility Author	65,491.00
236470	8/28/2020 AT&T Mobility	97.42

236471	8/28/2020 City of Roswell	2,004.37
236472	8/28/2020 D&D Automation & Electric, LLC	25,246.55
236473	8/28/2020 Havona Environmental, Inc.	2,944.11
236474	8/28/2020 Kelly Callahan	37.80
236475	8/28/2020 New Mexico Association of Counties	10,000.00
236476	8/28/2020 Parkhill Smith & Cooper Inc	17,492.72
236477	8/28/2020 Gateway Education Holdings, LLC	2,469.14
236478	8/28/2020 Pecos Valley RCC 8	8,091.96
236479	8/28/2020 Phil Long Ford of Denver, LLC	34,518.00
236480	8/28/2020 Quill Corporation	911.45
236481	8/28/2020 Roofs, Inc.	60,747.55
236482	8/28/2020 Ronda Davis	178.00
236483	8/28/2020 RSM	1,181.40
236484	8/28/2020 Dude Solutions	182,880.43
236485	8/28/2020 Sharp Electronics Inc	11,928.41
236486	8/28/2020 Society for Human Resource Management	VOID
236487	8/28/2020 Smith Engineering Company	VOID
236488	8/28/2020 Soleil West	VOID
236489	8/28/2020 Stephen Leos Architect, LLC	VOID
236490	8/28/2020 Tel/Logic Inc	VOID
236491	8/28/2020 Verizon Wireless	VOID
236492	8/28/2020 VOID	VOID
236493	8/28/2020 VOID	VOID
236494	8/28/2020 Society for Human Resource Management	219.00
236495	8/28/2020 Smith Engineering Company	4,323.98
236496	8/28/2020 Soleil West	74,764.86
236497	8/28/2020 Stephen Leos Architect, LLC	6,448.24
236498	8/28/2020 Tel/Logic Inc	27,332.50
236499	8/28/2020 Verizon Wireless	653.38
236500	9/3/2020 AFLAC	2,595.00
236501	9/3/2020 Allstate Benefits	56.99
236502	9/3/2020 Altura Preparatory School	4,394.00
236503	9/3/2020 American Fidelity Assurance Co	388.86
236504	9/3/2020 Bixby Electric, Inc.	4,127.07
236505	9/3/2020 CDR Construction Inc.	21,078.72
236506	9/3/2020 CenturyLink	100.99
236507	9/3/2020 David Chavez	230.70
236508	9/3/2020 Gunderson Heating & Cooling	13,906.57
236509	9/3/2020 Havona Environmental, Inc.	1,577.06
236510	9/3/2020 Johnson Controls	6,060.27
236511	9/3/2020 KSA Engineering, Inc.	7,081.02
236512	9/3/2020 Lisa Chacon Kedge	144.55
236513	9/3/2020 L N Curtis & Sons	28,240.99
236514	9/3/2020 Guadalupe Mountain Fencing FKA MHAT LLC	144,908.61
236515	9/3/2020 Natasha Orona	331.24
236516	9/3/2020 Parkhill Smith & Cooper Inc	4,314.41
236517	9/3/2020 Pecos Valley RCC 8	7,591.96

236518	9/3/2020 Pitney Bowes	520.33
236519	9/3/2020 Porch & Associates LLC	6,925.58
236520	9/3/2020 Quill Corporation	5,044.89
236521	9/3/2020 RSM	533.00
236522	9/3/2020 Sharp Electronics Inc	30,924.17
236523	9/3/2020 Soleil West	41,006.25
236524	9/3/2020 Stephen Leos Architect, LLC	9,517.90
236525	9/3/2020 Tel/Logic Inc	8,410.00
236526	9/3/2020 Truly Nolen	76.59
236527	9/3/2020 United States Postal Service	675.20
236528	9/3/2020 Yearout Mechanical	4,628.01
236529	9/3/2020 Western Paper	14,666.67
236530	9/11/2020 Albuquerque Freightliner Inc	52,938.27
236531	9/11/2020 Albuquerque Publishing Company	725.70
236532	9/11/2020 American Property Consultants & Appraisers, Inc.	2,100.00
236533	9/11/2020 Construction Truck Equipment	101,104.43
236534	9/11/2020 Crystal Springs Bottled Water	29.72
236535	9/11/2020 David Chavez	194.36
236536	9/11/2020 Document Imaging of the Southwest	4,320.39
236537	9/11/2020 e3 MSR West	505.00
236538	9/11/2020 Facility Solutions Group	36,985.77
236539	9/11/2020 FCI Constructors of New Mexico, LLC	28,285.67
236540	9/11/2020 Greer Stafford/SJCF Architecture Inc	47,118.96
236541	9/11/2020 Hansen & Prezzano/Builders LLC	24,191.70
236542	9/11/2020 Havona Environmental, Inc.	1,470.30
236543	9/11/2020 Huitt-Zollars, Inc.	19,233.71
236544	9/11/2020 Integrated Control Systems, Inc.	11,369.62
236545	9/11/2020 Johnson Controls	47,060.55
236546	9/11/2020 Konica Minolta Business Solutions USA	111.85
236547	9/11/2020 Lisa Chacon Kedge	250.00
236548	9/11/2020 MJLL, Inc. dba Melloy Chrysler Jeep Dodge Ram	57,220.79
236549	9/11/2020 Guadalupe Mountain Fencing FKA MHAT LLC	16,850.90
236550	9/11/2020 Network Cabling, Inc.	73,564.50
236551	9/11/2020 Parkhill Smith & Cooper Inc	3,619.85
236552	9/11/2020 Gateway Education Holdings LLC	708.50
236553	9/11/2020 Pitney Bowes	0.73
236554	9/11/2020 PNM	1,881.34
236555	9/11/2020 PVT Networks Inc	83,950.62
236556	9/11/2020 Quill Corporation	260.67
236557	9/11/2020 Rodahl & Hummell Architecture, P.C.	22,223.80
236558	9/11/2020 Roswell Daily Record	86.50
236559	9/11/2020 The Santa Fe New Mexican	284.36
236560	9/11/2020 Dude Solutions	85,243.29
236561	9/11/2020 Smith Engineering Company	4,659.14
236562	9/11/2020 SMPC Architects	13,580.00
236563	9/11/2020 Southwest Copy Systems	79.62
236564	9/11/2020 Sunset Cleaning Services	269.68

236565	9/11/2020 The Flippen Group	24,395.06
236566	9/11/2020 Visions in Planning, Inc.	6,418.70
236567	9/11/2020 Western Paper	18,226.17
236568	9/11/2020 Yearout Mechanical	15,673.65
236569	9/18/2020 Albuquerque Forklift & Equipment	50,472.00
236570	9/18/2020 Bank of Albuquerque	3,493.76
236571	9/18/2020 Belen Consolidated Schools	670.71
236572	9/18/2020 Facility Solutions Group	17,407.70
236573	9/18/2020 Imagination Station dba Istation	79,416.84
236574	9/18/2020 Jive Communications	3,201.58
236575	9/18/2020 Johnson Controls	180,250.70
236576	9/18/2020 Konica Minolta Business Solutions USA	133.66
236577	9/18/2020 Michele Lis dba ML Consulting LLC	2,571.00
236578	9/18/2020 NCA Architects	2,045.63
236579	9/18/2020 New Mexico Activities Association	500.00
236580	9/18/2020 Parkhill Smith & Cooper Inc	7,868.84
236581	9/18/2020 Savvas Learning Company LLC fka Pearson Schoo	22,222.23
236582	9/18/2020 Poweron Technology Services, LLC	63,308.01
236583	9/18/2020 Solar Collegiate Charter School	6,502.55
236584	9/18/2020 Southwest Hazard Control Inc	287,940.90
236585	9/18/2020 Staples	242.74
236586	9/18/2020 Terracon Consultants	6,185.36
236587	9/18/2020 Thirteenth Judicial Court	341.40
236588	9/18/2020 Walsh, Gallegos, Trevino, Russo, & Kyle, P.C.	718.99
236589	9/18/2020 Western Paper	163,833.68
236590	9/18/2020 Yearout Mechanical	7,101.66
236591	9/18/2020 Zoom Video Communications, Inc.	358.56
236592	9/25/2020 Alb Bernalillo Co Water Utility Author	563.68
236593	9/25/2020 Alyssa Dralle	600.00
236594	9/25/2020 Ambitions Technology Group	13,718.82
236595	9/25/2020 Bank of Albuquerque	566.34
236596	9/25/2020 Bridgers & Paxton Consulting Engineers	3,610.69
236597	9/25/2020 CenturyLink	3,042.55
236598	9/25/2020 City of Roswell	6,530.07
236599	9/25/2020 Central New Mexico College	5,096.32
236600	9/25/2020 D&D Automation & Electric, LLC	1,684.13
236601	9/25/2020 David Chavez	40.15
236602	9/25/2020 Document Imaging of the Southwest	4,458.84
236603	9/25/2020 Texas New Mexico Newspaper Partnership, LLC	579.69
236604	9/25/2020 Jive Communications	570.76
236605	9/25/2020 LRP Publications	11,280.75
236606	9/25/2020 Moriarty-Edgewood School District	22.39
236607	9/25/2020 New Mexico Gas Company	32.17
236608	9/25/2020 Parkhill Smith & Cooper Inc	7,347.53
236609	9/25/2020 PRO-ED, Inc.	169.74
236610	9/25/2020 Steamer, Inc. DBA Proscap Landscape Managem	10,685.15
236611	9/25/2020 Quill Corporation	527.98

236612	9/25/2020 San Miguel County	64.53
236613	9/25/2020 Dude Solutions	31,497.57
236614	9/25/2020 Sharp Electronics Inc	24,260.54
236615	9/25/2020 Smith & Aguirre Construction Company, Inc.	44,185.02
236616	9/25/2020 Smith Engineering Company	6,485.98
236617	9/25/2020 Tel/Logic Inc	4,205.00
236618	9/25/2020 Van Amberg, Rogers, Yepa & Abeita LLP	1,268.72
236619	9/25/2020 Verizon Wireless	653.38
236620	9/25/2020 Virginia Padilla-Vigil	500.00
236621	9/25/2020 Western Paper	VOID
236622	9/25/2020 Western Psychological Serv	4,183.40
236623	9/25/2020 Zoom Video Communications, Inc.	97.09
236624	9/25/2020 Western Paper	31,894.76
236625	9/30/2020 New Mexico Gas Company	2,833.66
236626	10/2/2020 AFLAC	2,595.00
236627	10/2/2020 Albuquerque Collegiate Charter School	4,465.49
236628	10/2/2020 Allstate Benefits	56.99
236629	10/2/2020 American Fidelity Assurance Co	388.86
236630	10/2/2020 Bridgers & Paxton Consulting Engineers	6,872.04
236631	10/2/2020 CPI	3,626.81
236632	10/2/2020 Document Imaging of the Southwest	4,498.39
236633	10/2/2020 ProVelocity, LLC fka EQC Technologies Corp.	3,853.79
236634	10/2/2020 Facility Solutions Group	4,411.76
236635	10/2/2020 Imagination Station dba Istation	7,715.81
236636	10/2/2020 Konica Minolta Business Solutions USA	145.61
236637	10/2/2020 KSA Engineering, Inc.	5,312.84
236638	10/2/2020 Mesa Vista Consolidated Schools	602.81
236639	10/2/2020 New Mexico Secretary of State	20.00
236640	10/2/2020 Paradise Power Company, Inc. DBA PPC Solar	33,996.37
236641	10/2/2020 Parkhill Smith & Cooper Inc	1,036.96
236642	10/2/2020 PlaySolutions, Inc.	99,414.99
236643	10/2/2020 Quill Corporation	13.98
236644	10/2/2020 Roofs, Inc.	96,041.48
236645	10/2/2020 Santa Fe Public Schools	6,979.04
236646	10/2/2020 Dude Solutions	35,281.29
236647	10/2/2020 Sharp Electronics Inc	132,970.67
236648	10/2/2020 FCC Inc dba Teach The Children	769.06
236649	10/2/2020 Truly Nolen	76.59
236650	10/2/2020 Western Paper	15,157.54
236651	10/6/2020 PNM	10,323.64

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Checks for total of

7,931,016.77

Approved this _____ day of _____, 2020

Attest:

President, Executive Committee

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

For the Three Months Ending Wednesday, September 30, 2020

	September	YTD
EXTRAORDINARY REVENUE	\$0.00	\$0.00
A/R-A/P CLEARING ACCOUNT	3,803.45	5,532.93
	3,803.45	5,532.93
INSURANCE		
Insurance-Revenue	0.00	0.00
Insurance Expense	0.00	0.00
	0.00	0.00
International Teacher		
Internat'l Teacher-Revenue	0.00	0.00
Internat'l Teacher-Expense	(2,302.08)	0.00
	2,302.08	0.00
Professional Services		
Professional Services-Revenue	70,957.88	140,845.79
Professional Services-Expense	68,351.52	143,305.16
	2,606.36	(2,459.37)
PLACEMENT SERVICES		
Placement Services-Revenue	7,765.00	56,540.00
Placement Services-Expense	554.74	28,818.20
	7,210.26	27,721.80
MEDICAID		
Medicaid-Revenue	2,219.78	7,787.50
Medicaid-Expense	1,938.41	6,769.83
	281.37	1,017.67
FOOD		
Food-Revenue	0.00	5,790.10
Food-Expense	563.39	1,669.79
	(563.39)	4,120.31
PROCUREMENT		
Procurement-Revenue	24,247,466.54	63,226,753.28
Procurement-Expense	24,011,965.17	62,748,315.25
	235,501.37	478,438.03
AEPA		
AEPA-Revenue	2,795,837.91	5,532,681.62
AEPA-Expense	2,791,227.26	5,457,231.55
	4,610.65	75,450.07

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

For the Three Months Ending Wednesday, September 30, 2020

	September	YTD
ANCILLARY		
Ancillary-Revenue	864,282.78	864,282.78
Ancillary-Expense	1,237,839.08	1,668,786.32
	(373,556.30)	(804,503.54)
INSERVICES		
Inservices-Revenue	0.00	0.00
Inservices-Expense	1,368.14	4,045.05
	(1,368.14)	(4,045.05)
MEETINGS		
Meetings-Revenue	0.00	0.00
Meetings-Expense	867.24	2,564.15
	(867.24)	(2,564.15)
SITE		
SITE Revenue	0.00	0.00
SITE Expense	27,449.54	57,198.70
	(27,449.54)	(57,198.70)
TAP		
TAP- Revenue	33,926.49	53,662.55
TAP - Expense	23,245.41	32,696.17
	10,681.08	20,966.38
ALD		
ALD Revenue	17,200.00	15,200.00
ALD Expense	20,778.26	41,715.23
	(3,578.26)	(26,515.23)
LEAP		
LEAP Revenue	7,500.00	8,940.00
LEAP Expense	10,293.55	34,149.39
	(2,793.55)	(25,209.39)
TQP		
TQP Revenue	0.00	0.00
TQP Expenses	37,747.20	62,646.93
	(37,747.20)	(62,646.93)
BUSINESS OFFICE		
Business Office-Revenue	0.00	0.00
Business Office-Expense	3,387.59	8,535.40
	(3,387.59)	(8,535.40)

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

For the Three Months Ending Wednesday, September 30, 2020

	September	YTD
EXECUTIVE DIRECTOR		
Executive Director-Revenue	0.00	0.00
Executive Director-Expense	9,336.66	29,010.84
	(9,336.66)	(29,010.84)
 HUMAN RESOURCES		
Human Resources-Revenue	0.00	0.00
Human Resources-Expense	6,212.13	18,619.26
	(6,212.13)	(18,619.26)
 TECHNOLOGY		
Technology-Revenue	0.00	0.00
Technology-Expense	22,203.16	70,661.86
	(22,203.16)	(70,661.86)
 ENTITY		
Entity-Revenue	11,337.07	11,337.07
Entity-Expense	112,103.46	255,049.62
	(100,766.39)	(243,712.55)
 PROFIT/(LOSS)	 (322,832.93)	 (742,435.08)

Cooperative Educational Services
STATEMENT OF NET ASSETS
For the Three Months Ending Wednesday, September 30, 2020

CASH	
Operating BOA	\$10,072,723.13
Operating WF	0.00
Petty Cash	200.00
Endowment Fund	0.00
TOTAL CASH	10,072,923.13
ACCOUNTS RECEIVABLE	20,998,945.99
PREPAID EXPENSES	133,965.82
ACCRUED REVENUE	0.00
OTHER RECEIVABLES	0.00
TOTAL CURRENT ASSETS	31,205,834.94
EQUIPMENT	
Ancillary	9,397.75
Accum Dep Anc	(9,397.75)
Furnishings	706,493.66
Accum Dep Furn	(644,585.45)
Vehicles	130,851.21
Accum Dep Veh	(44,650.04)
NET EQUIPMENT	148,109.38
PROPERTY	
Land	410,888.64
Building	296,135.47
Building 1401	2,869,545.57
Accum Dep Bldg	(203,927.36)
Improvements	671,194.70
Accum Dep Imp	(409,245.78)
NET PROPERTY	3,634,591.24
TOTAL EQUIPMENT & PROPERTY	3,782,700.62
OTHER ASSETS	
Investment in SSC	3,250,804.85
TOTAL OTHER ASSETS	3,250,804.85
TOTAL ASSETS	\$38,239,340.41

Cooperative Educational Services
STATEMENT OF NET ASSETS
For the Three Months Ending Wednesday, September 30, 2020

ACCOUNTS PAYABLE	26,412,839.80
ACCRUED EXPENSES	
Ancillary Payroll	0.00
Expenses	0.00
Compensated Absenses	151,629.40
TOTAL ACCRUED EXPENSES	<u>151,629.40</u>
SUMMER INSURANCE PREMIUMS	40,577.67
PAYROLL TAXES PAYABLE	217,696.73
EMPLOYEE BENEFITS PAYABLE	24,566.30
AEPA	0.00
MEMBER CREDIT LIABILITY	0.00
DEFERRED REVENUE	725,992.52
Mortgage Payable	2,473,202.42
TOTAL LIABILITIES	<u>30,046,504.84</u>
NET ASSETS	8,935,270.65
CURRENT CHNG in NET ASSETS-PROFIT/(LOSS)	(742,435.08)
TOTAL NET ASSETS	<u>8,192,835.57</u>
TOTAL LIABILITIES & NET ASSETS	\$38,239,340.41

Sandia Synergy Center
Financial Summary
9/30/2020

	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	879,758.73	901,359.04	21,600.31
Cash - Security Deposits BOA - SSC	28,431.89	28,431.89	0.00
Accounts Receivable - SSC	10,218.06	12,788.70	2,570.64
Prepaid Expenses - SSC	177.68	177.68	0.00
Fixed Assets	3,049,789.18	3,049,789.18	0.00
Total Assets	3,968,375.54	3,992,546.49	24,170.95
Accounts Payable - SSC	0.00	0.00	0.00
Deferred Rent - SSC	2,042.16	2,042.16	0.00
Tenant Deposits - SSC	28,365.21	28,365.21	0.00
Total Liabilities	30,407.37	30,407.37	0.00
Investment form CES	3,250,804.85	3,250,804.85	0.00
Fund Balance - SSC	613,661.83	613,661.83	0.00
Profit & Loss - SSC	0.00	0.00	0.00
Profit/(Loss)	73,501.49	97,672.44	24,170.95
Total Fund Balance	3,937,968.17	3,962,139.12	24,170.95
Total Liabilities & Fund Balance	3,968,375.54	3,992,546.49	24,170.95

Total Revenue	(92,480.24)	(124,773.18)	(32,292.94)
Total Expense	18,978.75	27,100.74	8,121.99
(Profit)/Loss	(73,501.49)	(97,672.44)	(24,170.95)
Revenue - Rent - SSC	(83,690.28)	(111,740.80)	(28,050.52)
Revenue - Passthru Maintenance - SSC	0.00	0.00	0.00
Revenue - Passthru Electricity - SSC	(1,498.58)	(2,096.51)	(597.93)
Revenue - CAM - SSC	(7,288.98)	(10,933.47)	(3,644.49)
Revenue - Interest Tenant Deposits - SSC	(2.40)	(2.40)	0.00
Revenue - Misc - SSC	0.00	0.00	0.00
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	3,278.00	4,842.18	1,564.18
Janitorial Supplies - CAM - SSC	118.66	237.32	118.66
Contract Maintenance - CAM - SSC	699.03	699.03	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	118.66	118.66
Door & Lock Repair & Maint - CAM - SSC	0.00	0.00	0.00
Pest Control - CAM - SSC	140.66	140.66	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	3,936.64	5,603.59	1,666.95
Gas - CAM - SSC	105.16	105.16	0.00
Water & Sewer - CAM - SSC	702.99	2,514.95	1,811.96
Solid Waste Removal - CAM - SSC	462.76	694.14	231.38
Telephone - CAM - SSC	63.65	127.30	63.65
Security & Alarm Monitoring - CAM - SSC	0.00	194.18	194.18
HVAC Maintenance - CAM - SSC	0.00	0.00	0.00
HVAC Repairs - CAM - SSC	0.00	0.00	0.00
Grounds Maintenance - CAM - SSC	942.82	1,154.26	211.44
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	2,157.50	2,905.56	748.06
Management Fees Intercompany - CAM - SSC	0.00	0.00	0.00
Internet CAM - SSC	342.68	507.68	165.00
Equipment & Storage Rental Fees	0.00	0.00	0.00
Electricity - SSC	2,629.62	3,259.56	629.94
Repairs - SSC	0.00	0.00	0.00
Maintenance - SSC	0.00	0.00	0.00
Repairs & Maintenance General - SSC	0.00	0.00	0.00
Electricity Passthru - SSC	1,498.58	2,096.51	597.93

Maintenance Passthu - SSC	0.00	0.00	0.00
Janitorial Services SNL - SSC	1,900.00	1,900.00	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

Strategic Goals Updates:

Goal 1 - Make Every Customer a Raving Fan of CES

1a) Strategy: Better address school district needs by delivering services using multiple modalities (direct and virtual delivery). Increase CES Ancillary and professional services staff capacity to deliver services as circumstances require.

Strategic Initiative: Train and provide technical support for CES Ancillary and Professional Services staff to support these needs.

Team Lead: Lisa Chacon-Kedge

Team Members: Brad Schroder, Adela Chavez, Angelina Zamaripa

Other Resources needed/used:

- Equipment including headsets, second monitors, document cameras as needed.
- Ongoing training on use of equipment and demonstration of test administration, transition from one form of assessment (verbal response) to another (demonstration).
- Continued research and exploration of additional platforms that are appropriate for remote therapy and assessment.
- Continue to maintain availability of online resources for remote assessment and therapy (from test publishers).

Activity:

- Periodic consultation/dialogue with ancillary staff to identify needs as school year progresses.
- Create platform for specific disciplines to consult and network (using Microsoft Teams)
- Ordering materials/resources for both direct and remote assessment.
- Survey of school districts to determine what platform districts are using for remote instruction to ensure that CES ancillary staff are supported by CES in learning to trouble shoot/navigate platform successfully.
- Provide access to selected platform (Teams) and training for ancillary staff to use as a backup to district selected platform.

Measure of progress, including baseline data

- Survey of ancillary staff to gauge level of effectiveness of technical assistance, support, and training.

Periodic Report commentary:

July 2020-- Ordered equipment needed for online assessment. Fall Ancillary Meeting—introduced ancillary staff to Teams and provided resources for staff to review at their convenience. Online assessment tools available courtesy of test vendors.
August 2020-- Set up remote assessment station in Road Runner room. Equipment available for check out from staff Requested scope of work from TAP Consultant for Teams training Requested scope of work from SLP consultant and Diag consultant regarding remote/telehealth services and remote assessment. Tentative training date for remote assessment set for 9/12/2020.
September 2020-- Planning remote assessment trainings for October. Continued distribution of equipment (lap tops, head sets, etc.) needed for therapy/instruction. Continued ordering of online assessments needed for training.
October 2020-- Gather information on newly released online assessments; interview based assessment measures useful for current circumstances (MIGDAS-2 webinar for autism assessments) Diag remote assessments training October 3—Road Runner Room SLP Telehealth presentation/training October 10—Virtual presentation (presenter remote from Wash DC) Microsoft Teams training—October 24—Microsoft Teams
November 2020
December 2020
January 2021

1b) Strategy: Implement strategies to increase the percentage of Ancillary requests filled. **Strategic Initiative:** Recruit staff to meet the needs requested by districts and charters. **Team Lead:** [Lisa Chacon-Kedge](#)

Team Members: Jim Barentine, Teri Thelemaque, Adela Chavez, Angelina Zamaripa, Paul Benoit

Other Resources needed/used:

- Maintain current listing of national and state conferences for specific disciplines. Use these conferences/virtual meetings as opportunity to network and recruit potential candidates.
- Maintain and update CES job postings, REAP postings, Zip Recruiter job postings, UTEP student portal, NM university career center job postings

Activity:

- Distribution of informational flyers at local events (state conferences).
- Network or conduct outreach with local universities (ENMU, WNMU, UNM, NMSU) to recruit graduates.
- Frequent updates to aforementioned recruiting platforms (Zip Recruiter, CES website, REAP postings, UTEP website, NM university career center sites).

Measure of progress, including baseline data

- Monthly tracking of CES’s ability to fill vacancies for member districts.
- Baseline would be # of Ancillary Staff on contract as of July 1, 2020
- # requests and # requests filled (disaggregated by Ancillary area)

Periodic Report commentary:

<p>July 2020-- Issued allocations to school districts and ancillary staff Continued work on new/recent ancillary placements for 2020-2021 SY</p>
<p>August 2020 Updated vacancies statewide following issuance of allocations to ancillary staff and districts Created job descriptions for advertising purposes (Audiology, O & M, APE) UTEP job fair registration Scheduled work with media specialist</p>
<p>September 2020-- Participation in UTEP Virtual Career Expo Communication with local universities to post vacancies on job boards Communication with representatives from Indeed and SPEDEXchange to discuss and plan advertising campaigns.</p>
<p>October 2020-- Follow up with finalizing advertising campaign with SPEDEXchange</p>

1c) Strategy: *“Kaizen”* - Improve Operational Efficiencies through a process of continuous improvement - Procurement

Strategic Initiative: Process of Continuous Improvement of Processes and Systems

Team Lead: [Gustavo Rossell](#)

Team Members: John, Joe, Lisa, Brad

Other Resources needed/used: Technology, Brad’s know-how, RTS to continue enhancing eProcurement system’s capabilities, Procurement Department teamwork and involvement through delegation and empowerment

Activity:

- **Complete the development and implementation of Phase 2 of CES` eProcurement system** → will result in automation of processes (i.e. Cost and final tabulations; creation of BlueBook) and creation of more efficient documents as forms (i.e. Letters of Award, contracts, etc.)
- **Build RFP documents libraries within the eProcurement system** → will result in standardization and faster construction of RFPs

- **Work on continuous improvement of processes and systems in the Procurement Department** to free up time through efficiencies which will result in improved morale, growth in output, and diversification of sources of revenue through new contracts.
- **Review of all documents and adjust language**, as applicable, to fit new *Direct Purchase* business model

Measure of Progress, including benchmark:

1. Complete the development and implementation of Phase 2 of CES` eProcurement system . 7/31/20
2. Building RFP documents libraries with item descriptions within the eProcurement system. 7/31/20
3. Continuous review and improvement of processes and systems in the Procurement Department. Ongoing
4. Review of all documents and adjust language to fit new *Direct Purchase* business model. 12/1/20

Periodic Report commentary:

<p>July 2020</p> <ul style="list-style-type: none"> • Ongoing development & testing of eProcurement s/w Phase II (Cost, Contracts, BlueBook Modules + new Notification system) • Discussed s/w “punchlist”, from previous Phase (I) of development, for (these) developers to repair in this version. All items have been discussed w RTS.
<p>August 2020</p> <ul style="list-style-type: none"> • Ongoing development & testing of eProcurement s/w Phase II (Cost, Contracts, BlueBook Modules + new Notification system) • There was a 2-week hiatus in development & testing b/c an error was found when replacing Cost pgs. after RFP has been released (an Amendment or Addendum). • 8/31: CES Team sent RTS complete notes of latest tests. <ul style="list-style-type: none"> • Built RFP documents libraries within the eProcurement system ✓ → resulting in standardization and faster construction of RFPs • Review of all documents and adjusted language/updated, as applicable, to fit the JOC 2021 RFPs → resulting in standardization and faster construction of RFPs
<p>September 2020</p> <ul style="list-style-type: none"> • Ongoing development & 3rd testing of eProcurement s/w Phase II (Cost, Contracts, BlueBook Modules + new Notification system). • emphasis on tying the entire process beginning-to-end • Final stages, delivery by early Oct. 2020

1d) Strategy: Improve Operational Efficiencies - Business Office - Shift model so members purchase directly from vendors. New process will decrease processing time and streamline process for members.

Strategic Initiative: Implement and market a direct purchase process in a way that maintains excellent customer experience.

Team Lead: Robin Strauser

Team Members: David, Brad, Gustavo, Lori

Other Resources needed/used: E-Procurement system fully functional including electronic Blue Book, functionality of interfacing E-Procurement contracts with electronic Blue Book, Share Point programming completed, Teams set up (by commodities).

Activity: Training employees on programs and processes, holding training sessions with members and vendors starting with pilot groups, make sure purchasing process is very easy and very user friendly for members to use.

Measure of progress, including baseline data: Number of PO’s received, Revenue, Construction versus Non-construction PO’s, Customer feedback

Periodic Report commentary:

July 2020
Worked on getting categories and related sub-categories set up to assign contracts for the appendix of the new digital blue book. Discussed the Teams that need to be created for processing PO's. Teams will be dedicated to specific categories and sub-categories within the category. Continued discussions about the process and the data that needs to be collected for the Direct Purchase process.
August 2020
Refined category and sub-category listings. It looks like category #10 is a huge category that would need to be covered is assigned to one team. Need to look at dividing category #10 among teams based upon the sub-category listing. Starting the documenting of processes; how members and CES staff will deal with the submission of PO's, the approval process and the process for putting PO' into a pending mode. Discussion items were how to access contract pricing using the digital Blue Book, how to handle change orders or the revision of existing PO's and what the fee collection process and forms will look like
September 2020
Reviewed PO reports showing the number of PO's CES received for each of the 15 categories set up for solicitations, and determine the vendors used by the pilot districts and PE's to see if there are any common vendors to use for the pilot testing. It was discovered that there were not any common vendors to the 13 entitles in the pilot group. Will have to re-think choosing vendors. A short demo was created to present to members at the virtual regional meetings conducted by CES. Demo was to show members their process for submitting PO's, quotes and the feedback they would get from CES about the processing of their PO's. Regional meetings were held the last 2 weeks in September. The feedback we received was positive. The goal is to roll out the completed DP process on January 1, 2021. RTS has not supplied CES with the digital Blue Book. It is anticipated that this will happen early October. Things should come together quickly after receipt of the Blue Book
October 2020

Goal 2 - Improve the quality of instruction and educational leadership across the state

2a) Strategy: Professional Development - Transition from more siloed depts. to cross-functional teams to deliver more effective and responsive PD

Strategic Initiative: Develop a transition plan for long-term sustainability of programs (including strategic partnerships and funding strategy) to support continued growth in the number of individuals and districts utilizing SITE, TAP (e.g. expand TAP outside of Albuquerque), ALD, LEAP, SLD, SBLD.

Team Lead: Gloria and Evan

Team Members: David, Loretta, Elena, Kim

Other Resources needed/used:

Activity:

1. Align principal training, collaboration and learning with goals and initiatives of SITE, TAP, LEAP
2. Engage principals and other administrators to trainings across departments
3. Providing administrative overviews and content knowledge on content delivered in department trainings.
4. MOA's include requirement for administrative participation and support for implementation
5. Utilizing the resources and expertise of all instructional teams in designing high quality professional learning

Measure of progress, including baseline data

1. Alignment of principal training, collaboration and/or learning with goals and initiatives
2. ALD participants serve as teacher mentors in LEAP where possible
3. Number of principals and other administrators attending trainings across departments (virtually may be problematic for documentation – *how can we account for teachers/administrators logging into the training*)
4. Number of administrative overviews designed i.e. ALD, FYPA etc.
5. Number of times instructional teams meet to design, collaborate and/or deliver content

Periodic Report commentary:

July 2020 – FYPA initiated with 10 participants, coaches assigned for support. ALD framework updated and 112 participants registered. Partnership meetings with PED to align training/learning; Board training sessions on Strategic planning, zoom training for Leaders delivered –20 participants included SITE, LEAP and TAP members along with other leaders in the state.

August 2020 - Statewide Virtual Academy designed, promoted, and initiated through collaboration with SITE, LEAP, TAP, and IT. ASA syllabus redesigned, facilitators selected, candidates (11) selected and enrolled, calendar of sessions/learning set for year. Survey of superintendents across the state for content development for Superintendent Academy. Worked with Leadership Steering Committee to refine selections for learning. Partnership meeting with PED to align training/learnings. Strategy session for 20-21 Board Leadership training. ZOOM trainings for leaders delivered to 26 participants.

September 2020-100+ ALD participants completed the September session over four weekends. Conducted training with ALD mentors during four virtual sessions. In the process of refreshing and/or developing the modules for the ALD October sessions. Continue to communicate with prospective Cohort 8 members. ASA participants presented their year-long projects. FYPA coaches contacted their respective principals. We conducted follow up sessions with 9 of the 10 principals. Identified the topics and session schedule for the Superintendents' Virtual Academy. Conducted the mentor/mentee training for new superintendents. Facilitated the leadership presentations for the CES Virtual Academy: 3 each week in September.

2b) Strategy: Professional Development - Make determinations for program expansion decisions (where do programs need to expand or contract.)

Strategic Initiative: Implement and monitor programs. Program development and expansion.

Team Lead: David, Loretta, Elena, Kim, Gloria, Evan

Activities: Identify partnerships and additional external funding sources to ensure funding availability for expanded instructional support and school service offerings.

Team Lead: David Chavez

Team Members: Gloria, Evan, Elena, Kim, Loretta

Other Resources needed/used:

Activity:

1. Meaningfully engage and include the Regional Educational Cooperatives, PED, higher education, NMCEL, BIE, and others in the collaboration of design and delivery of CES programming
2. Refine the initiatives for the 2020-2021 school year – accessing the expertise within our external agency partners to strengthen the design and delivery
3. Utilize the 501C3 in innovative ways to strengthen opportunities for expansion of knowledge and resources

Measure of progress, including baseline data

1. Number of opportunities for collaborations, partnerships and dialogue with REC's, PED, NMCEL, BIE, higher education and others
2. Utilization of the 501C3 in pursuing and awarding of grant funding

Periodic Report commentary:

July 2020: Collaborations with our external partners continue to be solidified appropriate partnerships are being developed with the REC's, PED, higher education, NMCEL, BIE and other entities. Many of these partnerships are for the purpose of gathering information on their initiatives to ensure congruency with CES initiatives. CES has established a Steering Committee with representation from each of the partnering organization allowing for the sharing of ideas, resources and collaboration.

August 2020: Multiple initiatives have been planned for fiscal year 2020-2021 many of them have been or are

being developed as offerings to school districts. The initiatives have been developed with a lot of input and direction from our partners, especially the Steering Committee. We have not yet had the opportunity to revisit the Educational Development Foundation of NM, 501c3

September 2020: Survey responses along with input from the Steering Committee were used to determine the following areas for PD during the 2020-2021 academic year: Operations and management, Communications, PED mandates, Developing District teams, Building strong Board Superintendent relationships. The delivery of the sessions will be 60-90 minute Zoom meetings with breakout rooms if appropriate.

October 2020: The schedule for 2020-2021 Professional Development has been developed and dates for the sessions have been identified. The first of seven trainings will be delivered on Wednesday, October 28th on the topic of "A Framework for Principled Thinking and Communicating. All trainings are planned for a virtual environment and are complimentary for all attendees.