



North County Educational Purchasing Consortium

Administrative Committee Meeting Minutes November 9, 2016

Districts in attendance:

Kara Allegro, Fallbrook Union Elementary School District
Debbie Kelly, Oceanside Unified School District
Alexis Kohler, Bonsall Unified School District
Lynne Kotas, San Marcos Unified School District
Sharon Clay, Cajon Valley Union School District

1. Call to Order

Lynne Kotas called the meeting to order at 8:53 a.m.

2. Agenda Items for the December 14, 2016 Board Meeting

- a. Approve July 6, 2016 Administrative Committee Meeting Minutes
- b. Approve October 5, 2016 Board Meeting Minutes
- c. Approve November 9, 2016 Administrative Committee Meeting Minutes
- d. Approve December 14, 2016 Treasurer Report
- e. Old Business
 - i. Training
 - ii. Audit 15/16
- f. New Business
 - i. Contents of NCEPC Member Resource Page
- g. Upcoming Bid Discussion
 - i. Printers (Computer)
- h. Approve Award of Art Supplies Gr. K-6 Bid
- i. Approve Award of Art Supplies Gr. 7-12 Bid
- j. Approve Award of Custodial Chemical Bid
- k. Approve Award of Custodial Supplies Bid
- l. Approve Award of Furniture and Equipment Bid
- m. Approve Award of Health & Athletic Supplies Bid
- n. Approve Award of Library Supplies & Equipment Bid
- o. Approve Award of Office and Classroom Supplies Bid
- p. Approve Award of Paper - Xerographic Bid
- q. Approve Award of PE Supplies Bid
- r. Approve Award of Science Supplies Bid
- s. Acclamations
- t. Round Table Discussion

3. Round table discussion:

Kara Allegro mentioned that she has been contacted by charter schools asking if they are able to utilize the NCEPC bids.

Sharon Clay asked if Districts were paying for the December brunch or if employees were paying for the brunch personally. She stated that it might make a difference for her District if the flyer mentioned that this was a board meeting. Debbie Kelly made a change to the flyer to make it clear that this is a board meeting and emailed it out to the Consortium group.

Lynne Kotas discussed student privacy and agreements with vendors. Debbie Kelly mentioned that her District verifies that the vendor's terms and conditions and privacy policy match the District's agreement and if they match, her District accepts the vendor's agreement. Kara Allegro stated that her technology person is handling student privacy and is getting good information from/with CETPA.

4. Adjournment

Lynne Kotas adjourned the meeting at 9:48 a.m.