



North County Educational Purchasing Consortium

Administrative Committee Meeting Minutes November 4, 2015

Districts in attendance:

Kara Allegro, Fallbrook Union Elementary School District
Doug Gilbert, San Dieguito Union High School District
Debbie Kelly, Oceanside Unified School District
Kimberly Castagnola, San Diego County Office of Education
Alexis Kohler, Bonsall Unified School District
Lynne Kotas, San Marcos Unified School District
Teresa Wacker, Palomar College
Michelle Johnson, Carlsbad Unified School District

1. Call to Order

Lynne Kotas called the meeting to order at 8:37 a.m.

2. Agenda Items for December 9, 2015 Board Meeting

- a. Approve October 7, 2015 Board Meeting Minutes
- b. Approve November 4, 2015 Administrative Meeting Minutes
- c. Approve December 9, 2015 Treasurer Report
- d. New Business
- e. Old Business
 - i. Training
 - ii. Audit
 - iii. Update from attorney regarding Legal & Recruitment Advertising RFP
- f. Approve Award of Art Supplies Grades K-6 Bid
- g. Approve Award of Art Supplies Grades 7-12 Bid
- h. Approve Award of Custodial Chemical Bid
- i. Approve Award of Custodial Supplies Bid
- j. Approve Award of Health & Athletic Supplies Bid
- k. Approve Award of Library Supplies & Equipment Bid
- l. Approve Award of Office and Classroom Supplies Bid
- m. Approve Award of Paper – Xerographic Bid
- n. Approve Award of P.E. Supplies Bid
- o. Approve Award of Science Supplies Bid
- p. Approve Amendment #1 to the Paper – Print Shop Bid
- q. Upcoming Bid Discussion
- r. Revision to bylaws to allow member districts to call in for meetings

3. Round table discussion:

1. Debbie Kelly & Michelle Johnson discussed some problems that have been experienced by three member Districts with milk delivery from Driftwood Dairy. These issues have been addressed with Driftwood Dairy and at this time have improved. Michelle Johnson will reach out to the three Districts involved on a regular basis to ensure the problems are not recurring.

4. Adjournment

Lynne Kotas adjourned the meeting at 9:38 a.m.