



memo

To: The Board of Education and Dr. Patrick Broncato, Superintendent
From: Curt Saindon, Assistant Superintendent for Business Services/CSBO
Josh Halverson, Director of Information Technology Services
Date: December 12, 2025
Subject: FY2026-2027 E-Rate Purchase Plan Update (E-Rate Plan Year 28)

In November we obtained approval to order replacement technology devices purchased outside of the Federal E-Rate Technology Funding Program (Chromebooks, Laptops, Monitors, TV's, Docking Stations, etc.) and we are now discussing (in December) and will be asking for approval to order (in January/February) technology related items and services eligible for funding through the Federal E-Rate program. We developed this plan based on eligibility guidelines with the help of our E-Rate Consultant (Jane Kratchovil of Infinite Connections). Once the required posting and bidding process is complete, and we have received Board approval. The Board certifies our ongoing compliance with the Children's Internet Protection Act (CIPA) as required by the E-Rate program. We will place the orders and submit a reimbursement request with the FCC/SLC under this program. Hopefully, the items come in over the spring/summer and are put into service for the start of the 2026-2027 school year and fiscal year (this would be the 28th Plan Year for E-Rate) with reimbursement coming quarterly during the next fiscal year, as approved.

This year's E-Rate application is very light and is the first year of our new five-year capital funding block. We had five years to spend our funding block (about \$150K), and per Josh Halverson, we are in good shape right now, so we are going to hold those funds for use in future years. This year's plan only includes the purchase of a few UPS battery backups and power supply devices. We are still under our current internet service contracts with ENA and Comcast, and our fiber contract with Clearwave Communications, so those services are not up for renewal this year. Josh has been working with Jane and they released our bid under the program in late November (completed with the posting of a Form 470 on the E-Rate Portal).

The bid must remain open for 28 days (until late December) at which time they will close, and we will review the results to determine the recommended vendors based on our scoring rubrics. We will then prepare a recommendation for the Board to approve at the January or February Board Meeting. With Board approval we would then complete and file a Form 471 in the E-Rate portal, notifying everyone who we have selected for this purchase. Finally, we will ask the Board to pass the CIPA Resolution and acknowledge our participation in the 2026-2027 Federal E-Rate Program. If you have any questions please let me know. Thank you.