

Board of Education

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J. Vance Lee Superintendent
Capitan Municipal Schools
519 Smokey Bear Blvd. Capitan, NM 88316
575-354-8500
www.capitantigers.org

CAPITAN MUNICIPAL SCHOOLS BOARD OF EDUCATION

AGENDA ITEM EXECUTIVE SUMMARY

1. Board Meeting Date: February 10, 2025
2. Item Title: V.B.2 Structured Literacy Materials Proposal
3. Name of Presenter: J. Vance Lee, Superintendent
4. This item is for: XX Action ___ Consent Agenda ___ Discussion ___ Report/Information
5. Proposed Motion (Action Items Only): I move that we accept the Laprea Education Proposal, as presented.
6. Executive Summary: Funds come from the Structured Literacy Model School Award.

#1026TF

Date issued: 01/27/2025

Invoice 1026TF



Bill from:

Laprea Education
62 Dogwood Lane
topaz@structuredliteracy.com
12013811307

Ship to:

Briana Gibson
519 Smoky Bear Boulevard, Capitan New Mexico
88316
Briana.gibson@capitantigers.org
15754304705

Item	Quantity	Price	Total
Developing Decoders ORANGE Collection: 70 UFLI-Aligned Decodable Books	1	\$1575.00	\$1575
Developing Decoders Digital Subscription	7	\$129.00	\$903
Kindergarten Developing Decoders Collection (540 Books + 12 Anthologies - Green Set)	2	\$2070.00	\$4140
1st Grade Developing Decoders Collection (1092 Books - Green Set)	2	\$4095.00	\$8190
2nd Grade Developing Decoders Collection (1020 Books - Green Set)	2	\$3825.00	\$7650
Shipping & Handling (shipping reduction approved by Bruce)			\$1347.48
Total			\$23805.48

Terms and Conditions: The quote is valid for 45 days from the origination date. Please email a copy of your purchase order to info@structuredliteracy.com. Please include the quote number listed above on your purchase order. Your order will be shipped within 14 business days of receiving the purchase order.*Unless otherwise stated. Payment is net 30 from the date of delivery of all purchased items. Checks and major credit cards are accepted.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Laprea Education Inc.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
<input type="checkbox"/> Individual/sole proprietor or single-member LLC	<input type="checkbox"/> C Corporation
<input checked="" type="checkbox"/> S Corporation	<input type="checkbox"/> Partnership
<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____	<input type="checkbox"/> Trust/estate
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.	
<input type="checkbox"/> Other (see instructions) ▶ _____	Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
62 Dogwood Lane	
6 City, state, and ZIP code	
Pleasantville, New York 10570	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
8	4	-	4	0	9	7	1	9	6

Part II Certification

- Under penalties of perjury, I certify that:
- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
 - I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
 - I am a U.S. citizen or other U.S. person (defined below); and
 - The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ March 26th, 2024
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Laprea Education, Inc.
62 Dogwood Lane
Pleasantville, NY 10570

Sole Source Document

To Whom It May Concern:

This letter is to confirm that Structured Literacy with E.A.S.E. is published by Laprea Education, Inc. It is a single source product. The instructional material is sold and distributed by Anna DiGilio, owner of Laprea Education, Inc. at 62 Dogwood Lane, Pleasantville, New York, 10570.

The copyright ownership of this product is held by Laprea Education, Inc. which is the sole direct source of this publication.

Thank you for your interest in this product.

Sincerely,

A handwritten signature in cursive script that reads "Anna DiGilio".

Anna DiGilio
CEO & FOUNDER
Laprea Education, Inc.