



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 13, 2024
Subject: FY2025-2026 E-Rate Purchase Plan Update (E-Rate Plan Year 27)

In November, we obtained approval to order replacement technology devices purchased outside the Federal E-Rate Technology Funding Program (Chromebooks, Laptops, Monitors, TV's, Docking Stations, etc.). We are now discussing this (in December). We 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 to the FCC/SLC under this program. Hopefully, the items come in over the summer and are put into service for the start of the 2025-2026 school year and fiscal year (this would be the 27th Plan Year for E-Rate), with reimbursement coming quarterly during the next fiscal year, as approved.

This year's E-Rate application is fairly light and is using up our last bit of the five year capital funding block. It includes the purchase of a few UPS battery backups and power supply devices, a few switches, hubs and routers, and a portion of our firewall management services. We are still under our current internet service contracts with ENA and Comcast and our fiber contract with Clearwave Communications, so those are not up for renewal this year. Josh has been working with Jane and they released our bids under the program in late November (completed with the posting of a Form 470 on the E-Rate Portal). Those bids 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 and prepare a purchasing 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 we have selected for the various E-Rate eligible items and services. Finally, we will ask the Board to pass the CIPA Resolution and acknowledge our participation in the 2025-2026 Federal E-Rate Program.



WOODRIDGE
SCHOOL DISTRICT 68

memo

Attached to this memo is an updated E-Rate technology purchase summary spreadsheet from Josh. Nothing has changed from prior information received in October and November. If you have any questions, please let me know. Thank you.