



**NORTH SLOPE BOROUGH SCHOOL DISTRICT
M E M O R A N D U M**

TO: Robyn Burke, President
Members of the School Board

THROUGH: David Vadiveloo, Chief School Administrator *DV*
Dsv

FROM: Tammy Stromberg, Director of Finance *TJS*
TJS

FROM: Reginald Santos, Director of Information Technology *RS*
RS

DATE: February 1, 2023

**SUBJECT: Purchases of Over \$10K -
Software Subscription Renewal**

**Memo No: SB23-158
(Informational Item)**

NSBSD Policy Manual:

BP 3300 Expenditures/Expending Authority: The Superintendent or designee may purchase supplies, materials, and equipment in accordance with the law. The Superintendent or designee shall not authorize any proposed expenditure that exceeds the major budget classification allowance against which the expenditure is the proper charge unless an amount sufficient to cover the purchase is available in the budget for transfer.

BP 3310, Purchasing Procedures: The School Board desires to ensure that maximum value is received for money spent by the district and that records are kept in accordance with the law. The Superintendent or designee may issue and sign purchase orders.

BP 3311, Bids: All purchases in the amount of \$20,000 or more shall be based, when possible, on three competitive bids. The Superintendent or designee shall establish procedures to ensure that formal advertised bids are solicited for purchases over \$50,000.

BP 3312, Contracts: The Superintendent or designee may enter into contracts and memoranda of agreement on behalf of the district. All contracts and memorandums of agreement with a dollar value of \$10,000 or greater must be approved by the School Board.

BP 3440, Inventories: The Superintendent or designee shall provide for the proper control and conservation of district property.

Issue Summary:

The software renewals are licensing agreements as listed below:

Zoom Video Communications Inc.

Zoom for Education (K-12/Primary and Secondary Schools) allows primary schools, secondary schools, school districts, and school systems to use Zoom Meeting Services for teaching, collaboration, and training purposes.

Funding Source and Contract Amount:

Information Technology – Other Purchased Services account code:	100.200.355.000.440
Available budget:	\$69,986.03
Zoom Video Communications Inc.	\$14,933.50
<hr/> Total	<hr/> \$55,052.80

Length of Contracts:

Zoom Video Communications Inc.

one-year term: Mar 3, 2024

Grant Funds:

There are no grant funds associated with the funding of the attached contracts.

Compliance with BP 3311:

All software subscriptions above are below \$20,000 and do not apply to BP 3311.

Proposed Motion:

No motion is required. This is an informational Item as the purchases of supplies, materials, and equipment are within the discretion of the Chief School Administrator or designee.

Signature: *Ds Vadiveloo*
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