



Executive Summary Finance Committee Meeting

DATE: August 22, 2024

TOPIC: District Purchasing Update(s)

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Recommended for:

- Action
- Discussion
- Information

Purpose/Background:

This document provides the Finance Committee with an update of ongoing District renewals and/or purchases that will not require Board Approval based on criteria adopted in May 2023.

Items for Finance Committee Review:

- Proquest/CultureGrams Renewal for 2024-2025
 - CultureGrams provides students in all grades access to reliable, and up-to-date cultural content, fostering an understanding and appreciation of the world's countries and peoples. CultureGrams is one of the most trusted and widely used cultural reference and curriculum products found in education, government, and non-profit arenas.
 - \$1,354.49 The District paid \$1308.69 for the same services for the 23-24 school year.

- Heartland Business Systems 2024-2025
 - The District has been using the company Heartland Business Systems for a number years to service and support our Mitel VOIP phone system.
 - The support on the Mitel phone system is provided to the District in two parts.
 - The first is called the Mitel Software Assurance, which is a renewal on each of the phone servers, located in each building.

- The second is the Mitel Support Service Agreement. The MSSA provides the details of services ranging from both critical and non-critical incidents, System updates and patching up to the replacement of equipment.
 - \$6,400.77 For Mitel Support Service Agreement. The District paid \$6320.00 during the 2023-2024 school year for the Mitel Support Service Agreement.
 - \$1,306.98 For Mitel Software Assurance. The District paid \$1,285.57 during the 2023-2024 school year for the Mitel Software Assurance.
- Zoom Renewal for 2024-2025
 - Zoom is the digital platform that Lincolnwood School District 74 has used for staff members to host video conferences between students, families, colleagues, and administrators.
 - The District has purchased 2 Pro Licenses of this software for 2 of the administrators for the last couple of years.
 - The district will purchase a 3rd license for the new Student Services Coordinator position.
 - \$479.70 for 3 users. The District paid \$299.80 for the 2 users for the 2023-2024 school year.
- Second Step for 2024-2025
 - Second Step provides a web-based curriculum that can be implemented consistently from classroom to classroom. The digital format enables continuous improvement based on up-to-date research and feedback. Within the digital program, there are a variety of media, activities, and interactive components that cannot be replicated in the print version.
 - The quote is for all three schools at a total of \$7,785. The district paid \$13,724.10 for a multi-year contract in 2021.
 - The reason that we are opting for a single-year contract is that the school social workers, psychologists, principals will be previewing new social emotional learning curricula to best meet the needs of our students.