

**MARLINGTON LOCAL SCHOOL DISTRICT  
BOARD OF EDUCATION**

April 16, 2020 Meeting

April 16, 2020

Electronic Remote Technology Meeting  
Special Meeting Minutes

7:00 P.M.

**I. Call to Order**

- A. Invocation** - Mr. Joe Knoll
- B. Pledge of Allegiance**
- C. Reading of Mission Statement** – Mrs. Karen Humphries

In collaboration with staff, community, parents, and students, the Marlinton Local School District will develop lifelong learners who understand and apply knowledge, and demonstrate excellence in pursuing the highest standards with effective intervention to challenge every student.

**II. Roll Call**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting.

Carolyn Gabric	_____	x
Josh Hagan	_____	x
Karen Humphries	_____	x
Scott Mason	_____	x
Danielle Stevens	_____	x

**III. Adoption of Meeting Agenda – Mrs. Carolyn Gabric**

- A. Additions or Corrections**
- B. Recommend that the Marlinton Local Board of Education adopt the following agenda for the April 16, 2020 meeting.**

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	118.20		
Karen Humphries			x						
Scott Mason			x						
Danielle Stevens	x		x						

#### IV. Old Business

##### A. Public Participation

Recommend a motion to suspend board policy to cancel public speaks for this meeting.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	119.20		
Karen Humphries				x					
Scott Mason				x					
Danielle Stevens	x		x						

#### V. New Business

##### A. District Updates – Mr. Knoll

- Remote Learning
- Re-Opening of Marlboro – There was discussion on why the district line were drawn to not be specific to the township lines. Mr. Knoll was trying to be careful when drawing the lines to avoid having to hire additional staff. He stated that the lines were the same as the lines were the same as the prior year.

##### B. 2020 Graduating Class

Recommend the motion to approve the 2020 graduating class roster, pending completion of graduation requirements, as presented and marked “Exhibit W”.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	120.20		
Karen Humphries			x						
Scott Mason	x		x						
Danielle Stevens			x						

- B.** Recommend the motion to approve the District Leadership Team Compact, as presented and marked "Exhibit X."

Ms. Humphries believes it is unnecessary and will not sign it.

Dr. Mason believes that we simply need to follow our mission statement.

Motion to amend the motion to include the Board in the clause that speaks to community outreach and community engagement.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	121.20		
Karen Humphries			x						
Scott Mason	x		x						
Danielle Stevens			x						

**(Original Motion)**

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan	x		x			<b>Resolution No.</b>	122.20		
Karen Humphries				x					
Scott Mason				x					
Danielle Stevens		x	x						

- D.** ~~Recommend the motion to approve Attorney Matt Markling as legal counsel for the Board of Education.~~

**Motion to table this recommendation until the next meeting.**

Ms. Humphries said that this costs additional money and does not understand why we are doing this.

Ms. Gabric feels that he provides a valuable service by helping everyone understand what is going on.

Ms. Stevens was impressed by what Mr. Markling had to offer.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric	x		x			<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	123.20		
Karen Humphries				x					
Scott Mason			x						
Danielle Stevens			x						

- E.** Recommend the motion to approve the resolution authorizing an energy services agreement for the Marlboro Elementary school improvement project and Letters of Intent for Engineering Services for Washington Elementary School and Lexington Elementary School improvement projects as presented and marked as “Exhibit Y”.

The Board members thanked Mr. Knoll and Ms. Brugger for their efforts on this contract.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	124.20		
Karen Humphries				x					
Scott Mason				x					
Danielle Stevens	x		x						

## VI. Treasurer’s Agenda - Mrs. Kathryn Brugger

### A. Minutes

- 1) Recommend the motion to approve the minutes of the following meeting:

Regular Meeting April 2, 2020

Special Meeting April 9, 2020

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	125.20		
Karen Humphries			x						
Scott Mason	x		x						
Danielle Stevens			x						

### B. Financial Resolutions

- 1) Recommend the motion to approve the financial reports and overview of receipts and expenditures for the period ending March 31, 2020 as presented and marked as “Exhibit Z” and “Exhibit AA”.

Bus reimbursement will be received no later than in the fall.

Ms. Gabric asked about the use of Ms. Pierce. Mr. Brugger stated that she was board approved as an assistant treasurer. She has been primarily used at most 2-3 days per week for special projects and the extra work load being caused by the turmoil in the community and treasurer turnover in the district, as well as the training and acclimation of our new payroll clerk while the new treasurer is focusing on how to handle the current epidemic situation and how it will affect the district’s finances and the massive influx of public record requests. Ms. Brugger stated she has been working 50-60 hours a week and if the Board would like Ms. Pierce’s work to stop to please let her know. Ms. Humphries was supportive of Ms. Pierce’s assistance while there is a need.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	126.20		
Karen Humphries			x						
Scott Mason	x		x						
Danielle Stevens			x						

- 2) Recommend the motion to approve the district purchase of technology equipment and associated training through Apple Inc. quote 2206196808 in the amount of \$347,132.50 as presented and marked “Exhibit BB”.

Ms. Sutton commented on how essential these devices have been for the remote learning needs of our students during the epidemic. She spoke on how the devices will last for about 4 years. Ms. Gabric asked about Chromebooks and Ms. Sutton spoke about how the devices do not last and they do not work unless you are connected to the internet. Chromebooks are close to \$300.00 and they are more likely to break. You will have to purchase additional devices to have on hand to loan to the students. The purchase of these devices were included in the November 2019 five-year forecast.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric				x		<b>Final Resolution:</b>	x		
Josh Hagan	x		x			<b>Resolution No.</b>	127.20		
Karen Humphries			x						
Scott Mason		x	x						
Danielle Stevens			x						

- 3) Recommend the motion to approve the erate-related purchase (district share) in the amount of \$92,808.86 for network infrastructure with Laketec Communications.

We will pay 30% of the cost. This will upgrade the internet connectivity in the buildings. The window to access this funding will close this year. Ms. Brugger will bring the appropriation amendment forward at the next meeting.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan	x		x			<b>Resolution No.</b>	128.20		
Karen Humphries		x	x						
Scott Mason			x						
Danielle Stevens			x						

**VII. Announcements****VIII. Next Board of Education Meetings:**

Regular Meeting: May 7, 2020  
 (Discussion) 7:00 P.M.  
 Electronic Remote Technology Meeting

Regular Meeting: May 21, 2020 - Annual State of the Schools Address  
 7:00 P.M.  
 Electronic Remote Technology Meeting

It is recommended that beginning with May the Board will move to 1 meeting per month which will be the 3<sup>rd</sup> Thursday of each month.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric				x		<b>Final Resolution:</b>	x		
Josh Hagan		x	x			<b>Resolution No.</b>	129.20		
Karen Humphries	x		x						
Scott Mason			x						
Danielle Stevens				x					

**IX. Adjournment**

It is recommended that the board of Marlinton Board of Education meeting adjourn at 9:12 P.M.

BOE Member	1st Motion	2nd Motion	Yea	Nay	Abst.		Approved	Not Approved	Table
Carolyn Gabric			x			<b>Final Resolution:</b>	x		
Josh Hagan			x			<b>Resolution No.</b>	130.20		
Karen Humphries			x						
Scott Mason		x	x						
Danielle Stevens	x		x						

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**Board President**

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**Treasurer**

"Exhibit W"

Savanah	Jo	Angel
Race	Daniel	Baker
Breanna	Lillian	Baumgarten
Mace	Vincent	Beamer
Madison	Nichole	Beggs
Cameron	William	Bennett
Noah	Joshua	Bixler
Rebecca	Ann	Bixler
Sophia	Lynn	Blake
Angel	Therese	Borbajo
Aubyn	Karleen	Boyce
Riley	Benjamin	Bray
Abigail	Marie	Brock
Killian	Michael	Caldwell
Andrew	James	Carr
Sidney	Quinn	Carritz
Anthony	Jacob	Chandler
Ethan		Ciotti
Aidan	Michael	Comfort
Tristan	Tyler	Confalone
Kailee	Renae	Conti
Will	Ryan	Cooley
Masyn	Robert	Creager
Nicholas	Jackson	Cullen
Christina	Ana	Dager
Makenna	Ann	Datz
Caleb	Riley	Davidson
Erica	Laine	Davis
Luke	Harold	DeBee
Eduardo	*	Diaz
Olivia	Marie	diDonato
Emma	Rogene	Dine
Natalie	Rose	DiRuzza
Jared	Stephen	Doringo
Logan	Van Christopher	Dugan
Xavier	Anthony	Ellis
Matthew	Russell	Ely
Kaitlyn	Taylor	Engelhart
Vincent	Anthony	Erwin
Maggie	Lee	Fellers
Aaron	Joseph	Fey
Travis	Tindell	Franklin
Sophia	Louise	Frase
Madison	Diane	Funk
Olivia	Ann	Garnes
Gracee	Richelle	Gates
Adam	Keith	Gazdacko
Jacob	Paul	Gibbons

Daniel	Nathan	Greco
Christy	Ann	Green
William	Mason	Greenawalt
Jonathon	James	Greenwald
Christopher	Allen	Greiner
Andrew	Ronald	Grimes
Austin	Allen Frank	Haines
Aleah	Ray	Hall
Haley	Nicole	Hamilton
Heaven	Maria	Harrison
Preston	David	Hartman
Erica	Mary	Headley
Laney	Elizabeth	Hess
Ryan	Rain	Hill
Drew	Michael	Hoover
Mackenzie	Leigh	Hoover
McKenna	Rae	Hoover
Justin	Timothy	Horning
Brady	Daniel	Hostetler
Ella	Marie	Hostetler
Kyle	William	Hostetler
Jordan	Ryan	Howe
Olivia	Paige	Hudson
Grace	Ann	Humphries
Lokelani	Ann	Hunsaker
Austin	Daniel	Kamerer
Rachel	Ann	Ketler
Nicholas	Adam	King
Logan	James	Kirkland
Nicholas	Steven	Kish
Jorja	Katherine	Kline
Luke	Russell	Kline
Christopher	Paul	Kuhlmann
Colin	Spencer	Kunz
Jadian	Jane	LaBrake
Nia	Marin	Lambdin
Sarah	Grace	Lane
Cassidy	Marie	Lanham
Destiny	Lee	Laughery
Alexandrea	Rae	Lemaster
Dillan	Thomas	Lombardi
Jeremy	Maxwell	Lukens
Carli	Maranda	Lundquist
Reilly	Marie	Lutz
Slater	William	Mack
Mason	John	McCarty
Kyla	Jade	McEowen
Caleb	I	McFarland



Jaden	Thomas	McFarland
Katelyn	Michelle	McFarland
Morgan	Elyse	McGill
Garrett	Nathan	McGuire
Collin	Scott	Miller
Zacrye	Samuel	Miller
Caytlyn	Sierra	Minor
Caleb	Scott	Mitchell
Kaylyn	Rae	Monnette
Samuel	James	Morris
Quinten	Emerson	Mottice
Carmen	Elizabeth	Mozzochi
Nicholas	Allen	Mudrick
Adrienna	Corinna EmmaLeen	Mull
Morgan	Nicole	Mullaly
Kendra	Renee	Mummert
Elizabeth	Kay	Narris
Daniel	Raymond	Nelson
Derek	Stone	Nieman
Phillip	Michael	Novellino
Stephan	Anthony	Nutter
Autumn	Rose Mae	Oyster
Christian	Taylor	Paris
Logan	Paul	Perduk
Brady	James	Pfau
Paige	Marie	Phillips
Christian	Alan	Porter
Treven	Glenn	Porter
Andrew	Joseph	Pucci
Megan	Ann	Quinn
Cole	William	Redd
Grace	Lorene	Richards
Mikayla	Lynne	Robinson
Lauren	Elizabeth	Rogers
Levi	Evan	Rogers
Christopher	Matthew	Russell
MacKenna	May	Ryan
Anthony	Vero	Sabatino
Kathryn	Elizabeth	Sams
Jaydan	Alexandar	Schreckengost
George	Michael	Schuller
Rylee	Madison	Scott
Danica	Ann	Sedoris
Elizabeth	Rose	Shahan
Abigail	Marie	Shoemaker
Hunter	Ray	Shutler
London	Rachelle Crysta	Sims
Ryah	Elizabeth	Sparren

Myah	Michelle	Spilios
Leah	Ann	Springer
Hannah	Jo	Strait
Gabriel	Lee Thomas	Sullivan
Jaelyn	Paige	Summers
David	S	Sutton
Jada	Grace	Sutton
Nicholas	Alexander	Taranto
Alexander	David	Tarter
Alexandrea	Jenel	Thomas
Da'Vonta'	Domo'nique	Thomas
Sierra	Dawn	Thompson
Nikolas	Joseph	Tortola
Jose	Adrian	Tovar
Gracie	Leigh	Trummer
Jennifer	Mairelynne	Uplinger
Allie	Joy	Vance
Austin	Scott	Vance
Allyson	Jane	Vargo
Michael	David	Varner
Benjamin	Karl	Vaughan
Leaha	Eileen	Viscounte
Alexa	Jade	Walker
Isabella	Audrey	Warner
Jennia	Lee	Wasson
Trevon	Skyler	West
Domanick	Herbert Anthony	Williams
James	Dolphin	Wilson
Nicole	Marie	Wise
Parker	Roose	Young
Victoria	Kae	Young
Robert	Lewis	Ely
Melvina	Taylor	Huffman
Christopher	Lindy	Scott
Antony	Bryan	Weatherspoon
Brenden	Matthew	Carte
Isabella	Ann	Preas

## **Marlington Local School District Leadership Team Compact and Action Plan**

The Marlington Local School District Leadership Team (consisting of the Board of Education members, Superintendent, and Treasurer) is committed to their district being academically excellent and positively engaged with the community the district serves. The Marlington Local School District had adopted the following mission statement: "In collaboration with staff, community, parents, and students, the Marlington Local School District will develop lifelong learners who understand and apply knowledge, and demonstrate excellence in pursuing the highest standards with effective intervention to challenge every student."

In order to fulfill this mission statement, the District Leadership Team is committed to the following principles and action steps:

### **Cohesive Teamwork**

- The District Leadership Team recognizes that the success of the district lies in developing cohesive, highly-effective teams, which can work collaboratively to meet the challenges that lie ahead for the district.
- The District Leadership Team will work together to develop trust and cohesiveness among the Board, Superintendent, and Treasurer.
- Specific action steps District Leadership Team members will take in this area are:
  - The District Leadership Team will share information/concerns equally among all team members to ensure that all members are fully informed in a timely manner on matters coming before the Board.
  - The District Leadership Team will use the mechanisms available to ensure that each team member's questions are answered in an appropriate manner.
  - The District Leadership Team will consider its committee structure.
  - The District Leadership Team will consider its Board, Superintendent, and Treasurer performance assessments (e.g., timing, format, etc.).

### **Effective Leadership Team Communication**

- The District Leadership Team recognizes the importance of effective two-way communication between the Board members, the Superintendent and the Treasurer, particularly on matters that will resonate with the district staff or the community.
- The Board members, Superintendent and Treasurer will work together to:
  - Communicate effectively among themselves when such an issue is presented
  - Work as a cohesive, trusting team to address the issue
  - Communicate a unified message to the staff and community
- Specific action steps that District Leadership Team members will take in this area are:
  - The Superintendent and Treasurer will provide board members with consistent and appropriate updates on an as needed basis in the most suitable manner.
  - The Superintendent and Treasurer will respond to individual board member questions in a timely manner and share the responses with the entire Board on matters of a common concern.

- The Board will timely call the Superintendent and/or Treasurer with details of district concerns raised by any individual (without promising confidentiality), after having directed the individual to the appropriate channels, and the Superintendent and/or Treasurer will respond accordingly.
- The District Leadership Team will consider revising its meeting schedule to accommodate better team communication.

**Community Outreach and Community Engagement**

- The District Leadership Team recognizes the importance of effective outreach and engagement with the Marlinton Local School District community by the Superintendent and Treasurer.
- The District Leadership Team members will work together to identify and implement effective opportunities for enhancing community outreach and community engagement by the Superintendent and Treasurer.
- Specific action steps that District Leadership Team members will take in this area are:
  - The District Leadership Team will maximize exposure of the excellent work of the district to the Community.
  - The District Leadership Team will continue to engage the Community.

**Leadership Team Self -Assessment on Performance**

- The District Leadership Team recognizes that follow-up assessment serves as a valuable mechanism for instilling Team accountability on the Team’s performance.
- The District Leadership Team will meet again, between six and twelve months from the date of this Compact and Action Plan, to conduct a facilitated follow-up assessment of the Team’s performance in the areas noted above.

**Signatures and Affirmation**

By signing below, the members of the District Leadership Team affirm their commitment to the principles and action steps outlined above.

Signed this 16<sup>th</sup> day of April 2020.

\_\_\_\_\_  
Carolyn Gabric, Board President

\_\_\_\_\_  
Josh Hagan, Board Vice President

\_\_\_\_\_  
Karen Humphries, Board Member

\_\_\_\_\_  
Scott Mason, Board Member

\_\_\_\_\_  
Danielle Stevens, Board Member

\_\_\_\_\_  
Joseph Knoll, Superintendent

\_\_\_\_\_  
Kathryn Brugger, Treasurer

"Exhibit Y"

M. \_\_\_\_\_ introduced the following resolution and moved its passage:

RESOLUTION NO. \_\_\_\_

**AUTHORIZING ENERGY SERVICES AGREEMENT FOR MARLBORO ELEMENTARY SCHOOL IMPROVEMENTS PROJECT AND LETTERS OF INTENT FOR ENGINEERING SERVICES FOR WASHINGTON ELEMENTARY SCHOOL IMPROVEMENTS PROJECT AND LEXINGTON ELEMENTARY SCHOOL IMPROVEMENTS PROJECT**

The Superintendent recommends approval of an energy savings agreement with Juice Technologies Inc., dba Plug Smart ("PlugSmart") for the District's Marlboro Elementary School Improvements Project and letters of intent to provide initial project development and engineering services for the District's Washington Elementary School Improvements Project and Lexington Elementary School Improvements Project and the Superintendent requests authority to enter into the energy savings agreement and letters of intent on behalf of the Board.

Rationale:

1. The Board has identified separate and distinct needs to construct certain improvements to its Marlboro Elementary School, Washington Elementary School, and Lexington Elementary School.
2. As part of the Marlboro Elementary School Improvements Project, the Board requires the services of a firm experienced in energy improvements projects.
3. PlugSmart is an experienced contractor for such energy improvements projects and has provided a proposal to complete the improvements identified by the District in the amount of \$1,314,962.00.
4. The work for the Marlboro Elementary School Improvements Project needs to be completed prior to the 2020/2021 school year and within the District's budget so as to not to negatively impact the District's educational programs, and bidding the work will delay the Project completion, could result in higher costs, and will not guarantee that lower bids will be received for the work, especially in light of the declaration of emergency issued by the Governor related to COVID-19; this situation presents an urgent necessity for completing the project and waiving competitive bidding to contract for the work.
5. The Superintendent recommends waiving competitive bidding based upon the urgent necessity exception in ORC Section 3313.46 so that PlugSmart can work with District administrators to complete the work as soon as possible.
6. The Superintendent also requests authority to enter change orders on behalf of the Board in a total amount not to exceed 10% of the contract sum with PlugSmart; change orders in excess of that amount will be brought to the Board for its approval.
7. As part of the Washington Elementary School Improvements Project and the Lexington Elementary School Project, the Board requires the services of a design professional to provide initial project development and engineering services.
8. The Ohio Revised Code outlines a qualifications-based selection process in ORC Sections 153.65 through .71, which is required to be followed by public entities when professional design services are needed.
9. The District has established a file with current qualifications for design professionals, as encouraged by ORC Section 153.66, and ORC Section 153.71(A)(1) permits the selection of a design firm based upon qualifications included in that file when the compensation for services will be less than \$50,000.00.
10. PlugSmart has current qualifications on file with the District, is qualified to provide the initial project development and engineering services for both projects, and submitted proposed letters of intent to the Superintendent to perform the initial project development and engineering services for Washington Elementary School Improvements Project for \$10,000.00 and to perform those services for the Lexington Elementary School Project for \$12,000.00.

11. The Superintendent recommends selection of PlugSmart as the most qualified firm to provide the initial project development and engineering services for both the Washington Elementary School Improvements Project and the Lexington Elementary School Project and recommends approval of the respective letters of intent.

The Board of Education hereby resolves as follows:

1. Based upon the information provided and exercising the authority given in ORC Section 3313.46, the Board declares an urgent necessity and waives competitive bidding in order to move forward with the Marlboro Elementary School Improvements Project.
2. The Board approves an energy savings agreement with PlugSmart for the Marlboro Elementary School Improvements Project in an amount not to exceed \$1,314,962.00 and authorizes the Superintendent and Treasurer to execute the energy savings agreement and any related documents.
3. The Board further authorizes the Superintendent and Treasurer to sign change orders related to the Marlboro Elementary School Improvements Project in a total amount not to exceed 10% of the Contract Sum with PlugSmart; should a change order exceed this amount individually or as the aggregate of change orders for the work, the change order will be brought to the Board for approval prior to the work being performed.
4. The Board additionally selects PlugSmart as the most qualified firm to provide the initial project development and engineering services for both the Washington Elementary School Improvements Project and the Lexington Elementary School Improvements Project.
5. The Board approves the letters of intent to provide the initial project development and engineering services for the Washington Elementary School Improvements Project for the amount of \$10,000.00 and to provide those services for the Lexington Elementary School Improvements Project for the amount of \$12,000.00 and authorizes the Superintendent and Treasurer to execute the respective letters of intent any related documents.

M\_\_\_\_. \_\_\_\_\_ seconded the motion and, after discussion, a roll call vote was taken and the results were:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

The resolution passed.

"Exhibit Z"

-- Options Summary --

Summary or Detail Report? (S,D) S  
Output file: FINSUMM.TXT  
Type: CSV  
Print options page? (Y,N) Y  
Generate FINDET report for comparison? (Y,N) Y  
Sort options: FD  
Subtotal options: FD  
Include future encumbrance amounts? (Y,N) N  
Include accounts with zero amounts? (Y,N) N  
Include accounts which are no longer active? (Y,N,I) Y

BAT\_FINSUM executed by MANOS on node SPARC5:: at 2-APR-2020 13:40:55.76

Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
TOTAL FOR Fund 001 - GENERAL:							
7,110,529.75	2,445,583.02	16,857,285.09	1,767,998.58	17,626,583.85	6,341,230.99	1,237,487.25	5,103,743.74
TOTAL FOR Fund 003 - PERMANENT IMPROVEMENT:							
1,910,792.19	368,653.56	628,422.86	682,521.27	2,425,746.24	113,468.81	97,154.90	16,313.91
TOTAL FOR Fund 004 - BUILDING:							
3,692.00	0.00	0.00	0.00	0.00	3,692.00	0.00	3,692.00
TOTAL FOR Fund 006 - FOOD SERVICE:							
66,752.19	69,572.43	595,871.17	64,849.41	714,350.39	51,727.03-	139,891.53	191,618.56-
TOTAL FOR Fund 007 - SPECIAL TRUST:							
664,663.23	1.22	10,614.12	0.00	4,283.75	670,993.60	10,216.25	660,777.35
TOTAL FOR Fund 012 - ADULT EDUCATION:							
3,335.03	0.00	0.00	0.00	0.00	3,335.03	0.00	3,335.03
TOTAL FOR Fund 018 - PUBLIC SCHOOL SUPPORT:							
61,094.75	8,770.20	104,676.30	1,395.53	100,725.32	65,045.73	79,134.19	14,088.46-
TOTAL FOR Fund 019 - OTHER GRANT:							
11,560.67	0.00	10,100.00	200.00	9,985.70	11,674.97	4,582.17	7,092.80
TOTAL FOR Fund 022 - DISTRICT AGENCY:							
9,310.89	67.42	11,957.41	2,455.75	11,155.28	10,113.02	7,614.60	2,498.42
TOTAL FOR Fund 031 - UNDERGROUND STORAGE TANK FUND							
10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	10,000.00
TOTAL FOR Fund 035 - TERMINATION BENEFITS - HB426:							
142,291.85	0.00	0.00	0.00	37,463.11	104,828.74	0.00	104,828.74
TOTAL FOR Fund 200 - STUDENT MANAGED ACTIVITY:							
57,941.65	1,997.00	47,740.22	481.95	34,015.35	71,666.52	15,676.29	55,990.23
TOTAL FOR Fund 300 - DISTRICT MANAGED ACTIVITY:							
167,956.35	10,675.72	244,894.48	23,498.00	264,068.64	148,782.19	80,168.48	68,613.71
TOTAL FOR Fund 430 - MOTORCYCLE SAFETY & EDUC. FUN							
0.00	0.00	11,225.30	0.00	7,500.80	3,724.50	42,499.20	38,774.70-
TOTAL FOR Fund 451 - DATA COMMUNICATION FUND:							
0.00	3,600.00	7,200.00	7,200.00	7,200.00	0.00	0.00	0.00
TOTAL FOR Fund 461 - VOCATIONAL EDUC. ENHANCEMENTS							
0.00	0.00	260.91	0.00	260.91	0.00	0.00	0.00



Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
TOTAL FOR Fund 467 - STUDENT WELLNESS AND SUCCESS:							
0.00	0.00	492,802.55	42,793.48	155,284.12	337,518.43	77,596.19	259,922.24
TOTAL FOR Fund 499 - MISCELLANEOUS STATE GRANT FUN							
12,226.60	0.00	32,934.70	0.00	45,047.70	113.60	2,500.00	2,386.40-
TOTAL FOR Fund 505 - INSTRUCT. PROGRAMS - MIGRANT:							
24,566.46-	24.10	178,144.21	0.00	153,577.75	0.00	7,913.63	7,913.63-
TOTAL FOR Fund 516 - IDEA PART B GRANTS:							
9,693.41-	240,234.09	424,993.68	44,142.14	495,290.44	79,990.17-	0.00	79,990.17-
TOTAL FOR Fund 572 - TITLE I DISADVANTAGED CHILDRE							
16,898.56-	60,249.35	323,096.31	37,049.41	343,247.16	37,049.41-	6,672.08	43,721.49-
TOTAL FOR Fund 590 - IMPROVING TEACHER QUALITY:							
3,324.02-	9,616.38	49,619.20	6,410.92	52,706.10	6,410.92-	0.00	6,410.92-
TOTAL FOR Fund 599 - MISCELLANEOUS FED. GRANT FUND							
1,711.46-	3,957.66	25,735.31	2,638.44	26,662.29	2,638.44-	0.00	2,638.44-
GRAND TOTALS:							
10,175,953.24	3,223,002.15	20,057,573.82	2,683,634.88	22,515,154.90	7,718,372.16	1,809,106.76	5,909,265.40

"Exhibit AA"

-- Options Summary --

Output file: CHEKPY.TXT  
Print options page? (Y,N) Y  
Sort options: C  
Check types to select. (D,I,M,P,R,T,W): W,R  
Print vendor from PO or check. (P,C): C  
Date Selection From: 03/01/2020  
To: 03/31/2020  
Summary or Detail report? (S,D) S  
Single or Double space summary report? (S,D) S  
Include or Exclude the following vendors?(I,E) E  
Vendors: 999999  
: 1656

BAT\_CHEKPY executed by MANOS on node SPARC5:: at 2-APR-2020 13:39:21.81

Date: 04/02/2020  
Time: 1:39 pm

MARLINGTON LOCAL SCHOOLS  
SORT BY CHECK NUMBER  
CHECK DATES BETWEEN 03/01/2020 AND 03/31/2020  
WARRANT, REFUND CHECKS

Page: 1  
(CHEKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
134295	W	03/06/2020	AQUABLUE INC	000115	RECONCILED:03/31/2020		1,150.00
134296	W	03/06/2020	ASSETGENIE INC	156859	RECONCILED:03/31/2020		398.00
134297	W	03/06/2020	AUBREE HORNING	156364	RECONCILED:03/31/2020		213.90
134298	W	03/06/2020	BALL HORTICULTURAL COMPANY	157446	RECONCILED:03/31/2020		1,470.02
134299	W	03/06/2020	BALLHER LTD	155740	RECONCILED:03/31/2020		816.00
134300	W	03/06/2020	BARNES AND NOBLE COLLEGE BOOKSELLERS LLC	102120	RECONCILED:03/31/2020		299.00
134301	W	03/06/2020	BFG SUPPLY COMPANY LLC	101651	RECONCILED:03/31/2020		541.72
134302	W	03/06/2020	BRIAN FRANKS ELECTRIC INC	001710	RECONCILED:03/31/2020		238.36
134303	W	03/06/2020	CANDLE COACH LLC	103109	RECONCILED:03/31/2020		2,596.00
134304	W	03/06/2020	CANTON WHOLESALE FLORAL	002560	RECONCILED:03/31/2020		292.00
134305	W	03/06/2020	CAROLINA BIOLOGICAL SUPPLY CO	000205	RECONCILED:03/31/2020		230.55
134306	W	03/06/2020	CARTER LUMBER COMPANY	157118	RECONCILED:03/31/2020		255.84
134307	W	03/06/2020	CJS SIGNS AND LIGHTING CO	102080	RECONCILED:03/31/2020		1,225.00
134308	W	03/06/2020	CONSOLIDATED ELECTRICAL DIST	001643	RECONCILED:03/31/2020		1,947.00
134309	W	03/06/2020	COMDOC INC	131372	RECONCILED:03/31/2020		5,083.34
134310	W	03/06/2020	DAPHNE PAVLIK	157239	RECONCILED:03/31/2020		164.45
134311	W	03/06/2020	JESSE GROFF	155739	RECONCILED:03/31/2020		164.45
134312	W	03/06/2020	LARISSA PRAZER	156486	RECONCILED:03/31/2020		256.80
134313	W	03/06/2020	MEGAN BRADY	156136	RECONCILED:03/31/2020		379.82
134314	W	03/06/2020	MELISSA BOGUNOVICH	102207	RECONCILED:03/31/2020		37.03
134315	W	03/06/2020	MFAC LLC MF ATHLETIC CO INC	009873	RECONCILED:03/31/2020		815.00
134316	W	03/06/2020	MHS HORTICULTURE DEPT	002596	RECONCILED:03/31/2020		84.00
134317	W	03/06/2020	NORTHEAST DISTRICT ATHLETIC BOARD	156132	RECONCILED:03/31/2020		658.00
134318	W	03/06/2020	OFLA	156420	VOID: 03/30/2020		350.16
134319	W	03/06/2020	ORIENTAL TRADING COMPANY INC	009791	RECONCILED:03/31/2020		77.99
134320	W	03/06/2020	POWERSCHOOL GROUP LLC	157307	RECONCILED:03/31/2020		2,720.90
134321	W	03/06/2020	RAYELL NORMAN	157270	RECONCILED:03/31/2020		89.57
134322	W	03/06/2020	RENTAL CORRAL	002016	RECONCILED:03/31/2020		159.75
134323	W	03/06/2020	ROBERTSON HEATING SUPPLY CO	001706	RECONCILED:03/31/2020		823.47
134324	W	03/06/2020	SCOTT PITTMAN	156351	RECONCILED:03/31/2020		27.26
134325	W	03/06/2020	SKATETIME SCHOOL PROGRAMS OF INDY	156583	RECONCILED:03/31/2020		828.00
134326	W	03/06/2020	STANTONS SHEET MUSIC INC	001268	RECONCILED:03/31/2020		84.53
134327	W	03/06/2020	STARK COUNTY EDUCATIONAL SERVICE CENTER	001272	RECONCILED:03/31/2020		83,081.97
134328	W	03/06/2020	STARK PORTAGE AREA COMPUTER CONSORTIUM	008456	RECONCILED:03/31/2020		59.03
134329	W	03/06/2020	STEVE MILLER	156482	RECONCILED:03/31/2020		572.27
134330	W	03/06/2020	SYLVIA MCELROY	156644	RECONCILED:03/31/2020		229.13
134331	W	03/06/2020	TIM HETRICK	000002	RECONCILED:03/31/2020		650.00
134332	W	03/06/2020	TRIAD DEAF SERVICES INC	156772	RECONCILED:03/31/2020		1,827.00
134333	W	03/06/2020	TYLER TECHNOLOGIES INC	000494	RECONCILED:03/31/2020		1,990.00
134334	W	03/06/2020	UNIVERSITY STORE UNIVERSITY OF MOUNT UNION	002939	RECONCILED:03/31/2020		290.68
134335	W	03/06/2020	V AND V APPLIANCE PARTS INC WHOLESALE DISTRIBUTORS	139139	RECONCILED:03/31/2020		5.73
134336	W	03/06/2020	VERNON DELL TRACTOR SALES	157450	RECONCILED:03/31/2020		93.08
134338	W	03/12/2020	ANDY LAMANCUSA	156060	RECONCILED:03/31/2020		360.00

Date: 04/02/2020  
Time: 1:39 pm

MARLINGTON LOCAL SCHOOLS  
SORT BY CHECK NUMBER  
CHECK DATES BETWEEN 03/01/2020 AND 03/31/2020  
WARRANT, REFUND CHECKS

Page: 2  
(CHEKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
134339	W	03/12/2020	OHIO STATE UNIVERSITY ATHLETIC TICKET OFFICE	005225	VOID: 03/12/2020		440.00
134340	W	03/12/2020	ANDY LAMANCUSA	156060	RECONCILED:03/31/2020		440.00
134341	W	03/12/2020	AIS COMMERCIAL PARTS AND SERVICE INC	156463	RECONCILED:03/31/2020		1,122.39
134342	W	03/12/2020	ALCO CHEMICAL INC	005037	RECONCILED:03/31/2020		512.95
134343	W	03/12/2020	ALFRED NICKLES BAKERY	002117	RECONCILED:03/31/2020		526.79
134344	W	03/12/2020	ALLIANCE CITY SCHOOLS TREASURERS OFFICE	002671	RECONCILED:03/31/2020		2,700.00
134345	W	03/12/2020	ASSETGENIE INC	156859	RECONCILED:03/31/2020		413.99
134346	W	03/12/2020	CANTON WHOLESALE FLORAL	002560	RECONCILED:03/31/2020		1,101.90
134347	W	03/12/2020	EQUIPARTS CORP	139199	RECONCILED:03/31/2020		249.06
134348	W	03/12/2020	GORDON FOOD SERVICE PAYMENT PROCESSING CENTER	101791	RECONCILED:03/31/2020		13,158.47
134349	W	03/12/2020	JOE KNOLL	155752	RECONCILED:03/31/2020		254.15
134350	W	03/12/2020	LINDA KARNS	101188	RECONCILED:03/31/2020		54.05
134351	W	03/12/2020	LOWES	100457	RECONCILED:03/31/2020		9,265.62
134352	W	03/12/2020	MARTHA R KOEHL	157378	RECONCILED:03/31/2020		100.00
134353	W	03/12/2020	MCGARVEY HEATING INC	100820	RECONCILED:03/31/2020		516.00
134354	W	03/12/2020	MHS HORTICULTURE DEPT	002596	RECONCILED:03/31/2020		93.75
134355	W	03/12/2020	MILLER AND COMPANY PORTABLE TOILET SERVICES INC	101364	RECONCILED:03/31/2020		28.07
134356	W	03/12/2020	NORTH COAST PIZZA	006086	RECONCILED:03/31/2020		1,056.49
134357	W	03/12/2020	OHIO EDISON COMPANY	001599	RECONCILED:03/31/2020		17,345.02
134358	W	03/12/2020	PAULS GREEN FARM	155500	RECONCILED:03/31/2020		99.47
134359	W	03/12/2020	RE MICHEL COMPANY INC	139566	RECONCILED:03/31/2020		105.44
134360	W	03/12/2020	ROJEAN COLE	156239	RECONCILED:03/31/2020		449.80
134361	W	03/12/2020	SAFETY SYSTEMS AND CONTROLS	157461	RECONCILED:03/31/2020		195.88
134362	W	03/12/2020	SHERRINE MOSTIN	157440	RECONCILED:03/31/2020		100.00
134363	W	03/12/2020	SILCO	004212	RECONCILED:03/31/2020		641.00
134364	W	03/12/2020	SMITHFOODS INC	101790	RECONCILED:03/31/2020		3,700.17
134365	W	03/12/2020	STARK COUNTY EDUCATIONAL SERVICE CENTER	001272	RECONCILED:03/31/2020		1,724.47
134366	W	03/12/2020	SUSAN CATHEY	010277			6.90
134367	W	03/12/2020	SYSCO FOOD SERVICES CLEVELAND	005030	RECONCILED:03/31/2020		9,326.42
134368	W	03/12/2020	VICKIE DICKSON	139524			7.20
134370	W	03/20/2020	AID PEST CONTROL LLC	005081			238.00
134371	W	03/20/2020	CHILD AND ADOLESCENT BEHAVIORAL HEALTH	009959	RECONCILED:03/31/2020		2,790.00
134372	W	03/20/2020	CINTAS CORPORATION LOC 316	001634	RECONCILED:03/31/2020		318.64
134373	W	03/20/2020	CITY OF ALLIANCE WATER UTILITY	157227	RECONCILED:03/31/2020		3,666.51
134374	W	03/20/2020	CONSOLIDATED ELECTRICAL DIST	001643	RECONCILED:03/31/2020		86.00
134375	W	03/20/2020	CUMMINS SALES AND SERVICE #774494	157234	RECONCILED:03/31/2020		5.23
134376	W	03/20/2020	DAMON INDUSTRIES INC	131919	RECONCILED:03/31/2020		3,825.38
134377	W	03/20/2020	DEHOFFS FGL INC	002448	RECONCILED:03/31/2020		2,430.00
134378	W	03/20/2020	EQUIPARTS CORP	139199	RECONCILED:03/31/2020		157.71
134379	W	03/20/2020	FLEET CHARGE	155408	RECONCILED:03/31/2020		3,684.41
134380	W	03/20/2020	GRAPHIC ENTERPRISES INC OFFICE SOLUTIONS INC	000553	RECONCILED:03/31/2020		1,261.97

Date: 04/02/2020  
Time: 1:39 pm

MARLINGTON LOCAL SCHOOLS  
SORT BY CHECK NUMBER  
CHECK DATES BETWEEN 03/01/2020 AND 03/31/2020  
WARRANT, REFUND CHECKS

Page: 3  
(CHECKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
134381	W	03/20/2020	GREAT LAKES BEST ONE TIRE AND SERVICE LLC	156248	RECONCILED:03/31/2020		2,383.00
134382	W	03/20/2020	HALL STAR SPORTS INC	131842			1,434.00
134383	W	03/20/2020	HEASTAND AUTO PARTS INC	006017	RECONCILED:03/31/2020		251.22
134384	W	03/20/2020	HIGH SCHOOL AD NETWORK LLC	156869	RECONCILED:03/31/2020		32.00
134385	W	03/20/2020	JOHNSON CONTROLS SECURITY SOLUTIONS	156289	RECONCILED:03/31/2020		118.69
134386	W	03/20/2020	MATTHEW DERUBERTIS	157463			200.00
134387	W	03/20/2020	MCMASTER CARR SUPPLY CO	101560	RECONCILED:03/31/2020		178.97
134388	W	03/20/2020	MULTI COUNTY JUVENILE ATTENTION SYSTEM	001757	RECONCILED:03/31/2020		1,934.24
134389	W	03/20/2020	NASCO	001804	RECONCILED:03/31/2020		43.27
134390	W	03/20/2020	NORTHERN MOBILE ELECTRIC M TECHNOLOGIES INC	005371	RECONCILED:03/31/2020		150.00
134391	W	03/20/2020	OHIO HIGH SCHOOL ATHLETIC ASSOCIATION	002745	RECONCILED:03/31/2020		130.00
134392	W	03/20/2020	ROBERTSON HEATING SUPPLY CO	001706	RECONCILED:03/31/2020		99.55
134393	W	03/20/2020	SCHOLASTIC	155420	RECONCILED:03/31/2020		919.10
134394	W	03/20/2020	SEPTICLEAN MATT WOODFORD	156014	RECONCILED:03/31/2020		720.00
134395	W	03/20/2020	SLIMANS PRINTING	157158	RECONCILED:03/31/2020		125.00
134396	W	03/20/2020	SOCCER ONE SOCCER PARTNERS LLC	101554			1,349.00
134397	W	03/20/2020	STARK COUNTY BOARD OF DD ATTN: JULIE MORELLI	001270	RECONCILED:03/31/2020		418.00
134398	W	03/20/2020	STARK COUNTY EDUCATIONAL SERVICE CENTER	001272	RECONCILED:03/31/2020		21,591.55
134399	W	03/20/2020	TANKNOLOGY INC.	009563	RECONCILED:03/31/2020		1,088.50
134400	W	03/20/2020	TIMOTHY SHILLING	157161	RECONCILED:03/31/2020		175.00
134401	W	03/20/2020	TRAPS SPORTS CENTER INC	002545	RECONCILED:03/31/2020		1,086.70
134402	W	03/20/2020	TRIAD DEAF SERVICES INC	156772	RECONCILED:03/31/2020		1,980.50
134403	W	03/20/2020	TRUCK SALES AND SERVICE INC	121311	RECONCILED:03/31/2020		6,250.00
134404	W	03/20/2020	VERIZON WIRELESS	139453	RECONCILED:03/31/2020		223.09
134405	W	03/27/2020	ATT CABS DEPARTMENT	001056			2,037.16
134406	W	03/27/2020	BALL HORTICULTURAL COMPANY	157446			1,011.39
134407	W	03/27/2020	BSN SPORTS INC	139706			12,348.59
134408	W	03/27/2020	CAPITOL ALUMINUM AND GLASS CORPORATION	156574			202,000.00
134409	W	03/27/2020	CENTURYLINK COMMUNICATIONS LLC BUSINESS SERVICES	156419			41.21
134410	W	03/27/2020	COLUMBIA GAS	001632			3,521.64
134411	W	03/27/2020	CONCORDE THERAPY GROUP INC	100618			1,245.00
134412	W	03/27/2020	COPE FARM EQUIPMENT	005729			552.35
134413	W	03/27/2020	DIRECT ENERGY BUSINESS	139140			9,301.67
134414	W	03/27/2020	DOMINION ENERGY OHIO	000390			1,249.12
134415	W	03/27/2020	DUMONTS SPORTING GOODS INC	000345	RECONCILED:03/31/2020		377.75
134416	W	03/27/2020	FLEET CHARGE	155408			647.77
134417	W	03/27/2020	KEITH FABER AUDITOR OF STATE	005917	RECONCILED:03/31/2020		2,726.50
134418	W	03/27/2020	LANE ALTON AND HORST	156570			557.50

Date: 04/02/2020  
 Time: 1:39 pm

MARLINGTON LOCAL SCHOOLS  
 SORT BY CHECK NUMBER  
 CHECK DATES BETWEEN 03/01/2020 AND 03/31/2020  
 WARRANT, REFUND CHECKS

Page: 4  
 (CHEKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
134419	W	03/27/2020	MEDCO SUPPLY CO	010694			404.22
134420	W	03/27/2020	PNC BANK NA	001626			100.00
134421	W	03/27/2020	QUADIENT FINANCE USA INC	139682			1,204.00
134422	W	03/27/2020	REPUBLIC SERVICES 870	156005			1,343.28
134423	W	03/27/2020	SANDRA FANNIN	157333			133.63
134424	W	03/27/2020	STARK COUNTY EDUCATIONAL SERVICE CENTER	001272			29,771.54
134425	W	03/27/2020	STARK COUNTY ESC ATTN: TREASURER	101928			125.00
134426	W	03/27/2020	STARK COUNTY HEALTH DEPT	001271			2,403.50
134427	W	03/27/2020	STARK COUNTY SHERIFF POLICING ROTARY FUND	121094			14,205.55
134428	W	03/27/2020	SYNCB AMAZON	155620			3,484.40
134429	W	03/27/2020	WALMART COMMUNITY GEMB	100733			694.25
134430	W	03/31/2020	TRUCK SALES AND SERVICE INC	121311			438,412.00
V VOIDED CHECKS			2	CHECK TOTALS	790.16		
R RECONCILED CHECKS			102	CHECK TOTALS	239,796.47		
W WARRANT CHECKS			134	CHECK TOTALS	970,616.50		
M MEMO CHECKS			0	CHECK TOTALS	0.00		
B REFUND CHECKS			0	CHECK TOTALS	0.00		
I INVESTMENT CHECKS			0	CHECK TOTALS	0.00		
T TRANSFER CHECKS			0	CHECK TOTALS	0.00		
D DISTRIBUTION CHECKS			0	CHECK TOTALS	0.00		
C PAYROLL CHECKS			0	CHECK TOTALS	0.00		
MISSING CHECKS			0				
** TOTAL CHECKS (LESS VOIDED)			132	** TOTAL NET	969,826.34		
*** TOTAL CHECKS WRITTEN			134	*** GRAND TOTALS	970,616.50		

# Apple Inc. Education Price Quote

<b>Customer:</b>	Benjamin Davis MARLINGTON LOCAL SCHOOL DISTRICT BOARD OF EDUCATION email: b_davis@marlingtonlocal.org	<b>Apple Inc:</b>	Dave Mockensturm One Apple Park Way Cupertino, CA 95014 Phone: +1-614-8764706 email: dmockensturm@apple.com
<b>Apple Quote:</b>	2206196808		
<b>Quote Date:</b>	Wednesday, April 08, 2020		
<b>Quote Valid Until:</b>	Saturday, May 02, 2020		

**Quote Comments:**

Please reference Apple Quote number on your Purchase Order.

All items included on this quote must be ordered to achieve discount.

Offer cannot be combined with any other sales promotions or offers.

#	Product Description	Qty	Unit List Price	Discount per Unit	Unit Discounted Price	Extended Discounted Price
1	<b>Logitech Rugged Combo 3 Case with Integrated Smart Connector Keyboard for 10.2-inch iPad (7th gen) – Blue</b> Part Number HNMA2ZM/A	650	\$99.95	\$43.95	\$56.00	\$36,400.00
2	<b>Apple Professional Learning Two Day Prepaid Offering</b> Part Number D2460LL/B	1	\$4,500.00	\$0.00	\$4,500.00	\$4,500.00
3	<b>10.2-inch iPad Wi-Fi 32GB – Space Gray (10-pack)</b> Part Number MW7L2LL/A	1,000	\$294.00	\$0.00	\$294.00	\$294,000.00
4	<b>STM Dux Plus Duo for 10.2-inch iPad (7th generation) with built-in holder for Apple Pencil – Black – Special 10-pack pricing</b> Part Number BPG22LL/A	35	\$349.50	\$0.00	\$349.50	\$12,232.50
	<b>STM Dux Plus Duo for 10.2-inch iPad (7th generation) with built-in holder for Apple Pencil – Black</b> Part Number: HNU02ZM/A Quantity: 350					

**Extended EDU List Price Total** \$375,700.00

**Total Discount** \$28,567.50

**Extended Discounted Price Subtotal** \$347,132.50

– Additional Tax \$0.00

– Estimated Tax \$0.00

**Extended Discounted Total Price\*** \$347,132.50

\*In most cases Extended discounted Total price does not include Sales Tax

\*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Complete your order by one of the following:

- This document has been created for you as Apple Quote ID 2206196808. Please contact your institution's Authorized Purchaser to submit the above quote online. For account access or new account registration, go to <https://ecommerce.apple.com>. Simply go to the Quote area of your Apple Education Online Store, click on it and convert to an order.
  - For registration assistance, call 1.800.800.2775
- If you are unable to submit your order online, please send a copy of this Quote with your Purchase Order via email to [institutionorders@apple.com](mailto:institutionorders@apple.com). **Be sure to reference the Apple Quote number on the PO to ensure expedited processing of your order.**
  - For more information, go to provision C below, for details.

THIS IS A QUOTE FOR THE SALE OF PRODUCTS OR SERVICES. YOUR USE OF THIS QUOTE IS SUBJECT TO THE FOLLOWING PROVISIONS WHICH CAN CHANGE ON SUBSEQUENT QUOTES:

- A. ANY ORDER THAT YOU PLACE IN RESPONSE TO THIS QUOTE WILL BE GOVERNED BY (1) ANY CONTRACT IN EFFECT BETWEEN APPLE INC. ("APPLE") AND YOU AT THE TIME YOU PLACE THE ORDER OR (2), IF YOU DO NOT HAVE A CONTRACT IN EFFECT WITH APPLE, CONTACT [contracts@apple.com](mailto:contracts@apple.com).
- B. ALL SALES ARE FINAL. PLEASE REVIEW RETURN POLICY BELOW IF YOU HAVE ANY QUESTIONS. IF YOU USE YOUR INSTITUTION'S PURCHASE ORDER FORM TO PLACE AN ORDER IN RESPONSE TO THIS QUOTE, APPLE REJECTS ANY TERMS SET OUT ON THE PURCHASE ORDER THAT ARE INCONSISTENT WITH OR IN ADDITION TO THE TERMS OF YOUR AGREEMENT WITH APPLE.
- C. YOUR ORDER MUST REFER SPECIFICALLY TO THIS QUOTE AND IS SUBJECT TO APPLE'S ACCEPTANCE. ALL FORMAL PURCHASE ORDERS SUBMITTED BY EMAIL MUST SHOW THE INFORMATION BELOW:
  - APPLE INC. AS THE VENDOR
  - BILL-TO NAME AND ADDRESS FOR YOUR APPLE ACCOUNT
  - PHYSICAL SHIP-TO NAME AND ADDRESS (NO PO BOXES)
  - PURCHASE ORDER NUMBER
  - VALID SIGNATURE OF AN AUTHORIZED PURCHASER
  - APPLE PART NUMBER AND/OR DESCRIPTION OF PRODUCT AND QUANTITY
  - TOTAL DOLLAR AMOUNT AUTHORIZED OR UNIT PRICE AND EXTENDED PRICE ON ALL LINE ITEMS
  - CONTACT INFORMATION: NAME, PHONE NUMBER AND EMAIL
- D. UNLESS THIS QUOTE SPECIFIES OTHERWISE, IT REMAINS IN EFFECT UNTIL {QuoteExpirationDate} UNLESS APPLE WITHDRAWS IT BEFORE YOU PLACE AN ORDER, BY SENDING NOTICE OF ITS INTENTION TO WITHDRAW THE QUOTE TO YOUR ADDRESS SET OUT IN THE QUOTE.
  - APPLE MAY MODIFY OR CANCEL ANY PROVISION OF THIS QUOTE, OR CANCEL ANY ORDER YOU PLACE PURSUANT TO THIS QUOTE, IF IT CONTAINS A TYPOGRAPHIC OR OTHER ERROR.
- E. THE AMOUNT OF THE VOLUME PURCHASE PROGRAM (VPP) CREDIT SHOWN ON THIS QUOTE WILL ALWAYS BE AT UNIT LIST PRICE VALUE DURING REDEMPTION ON THE VPP STORE.
- F. UNLESS SPECIFIED ABOVE, APPLE'S STANDARD SHIPPING IS INCLUDED IN THE TOTAL PRICE.

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