



TO: BOARD OF DIRECTORS

FROM: KEVIN PLAMBECK, TECHNOLOGY DIRECTOR

SUBJECT: E-RATE LETTER OF AGENCY CONSORTIUM

DATE: SEPTEMBER 20, 2016

TYPE: ACTION REQUIRED

We wish to engage a Letter of Agency agreement with Educational Service District 112 (ESD 112) for the purpose of joining their E-Rate Consortium. By joining the consortium, we are able to submit requests for procurement of Category 1 and Category 2 products and services eligible available through the E-Rate program. In this interlocal agreement, ESD 112 will complete and submit all E-Rate paperwork as needed on behalf of the Stanwood-Camano School District and draft contracts with E-Rate specific language regarding funding contingencies for use in attaining Category 1 and 2 services.

We are seeking permission to enter into an interlocal agreement for E-Rate consulting services through ESD 112. This agreement is for 2017 - 2018.

Recommendation:

We recommend the board move to approve the letter of agency consortium agreement and authorize Superintendent Shumate to sign the Letter of Agency.



ESD 112 E-Rate Consortium

E-Rate Letter of Agency for 2017-2018

This is to confirm our school district's participation in the **Educational Service District 112 (ESD 112) E-Rate Consortium** for the procurement of Category 1 and Category 2 products and services. I hereby authorize **Educational Service District 112** to submit FCC Form 470, FCC Form 471, and other E-Rate forms to the Schools and Library Division on behalf of the undersigned school district.

I understand that in submitting these forms on our behalf, ESD 112 and its E-Rate consultant are making certifications for our school district. By signing this letter of agency, I make the following certifications:

- (a) I certify that the schools in our district are all schools under the statutory definitions of elementary and secondary schools found in the Elementary and Secondary Education Act of 1965, do not operate as for-profit businesses, and do not have endowments exceeding \$50 million.
- (b) I certify that the schools in our district have secured access to all of the resources, including computers, training, software, maintenance, and electrical connections necessary to make effective use of the services purchased as well as to pay the discounted charges for eligible services.
- (c) I certify that our school district is compliant, or will be compliant at the time funded services are provided, with the Children's Internet Protection Act.
- (d) I certify that the services that our school district purchases using E-Rate discounts (as described in the law 47 U.S.C. Sec. 254) will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value. All E-Rate funds will be utilized for the purpose(s) and location(s) as specified in the District's E-Rate applications.
- (e) I certify that the entities eligible for support that I am representing have complied with all applicable state and local laws regarding procurement of services for which support is being sought.
- (f) I certify that our school district has complied, and will comply with all E-Rate program rules and I acknowledge that failure to do so may result in denial of funding, cancellation of funding, or post-audit adjustment of funding.
- (g) I certify that I am authorized to sign this letter of agency and, to the best of my knowledge, information, and belief, all information provided to this consortium for E-Rate submission is true.

I understand that persons willfully make false statements on E-Rate forms or through this letter of agency can be punished by fine or forfeiture under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

This form must be signed by the district's Superintendent.

Signature _____

District _____

Name _____

Date _____

Title _____