



El Camino Charter High School

Technology Committee Meeting

Date and Time

Thursday January 28, 2021 at 3:30 PM PST

Location

VIRTUAL MEETING - Please see below

The Technology Committee is a standing committee of the Board of Directors of El Camino Real Alliance.

For committee meeting materials, please go to the school's main office, or call (818) 595-7500. Some board meeting materials are also posted in the school's website (<https://ecrchs.net> - click the ECR Board tab).

VIRTUAL COMMITTEE MEETING

In accordance with Governor Newsom's Executive Order N-29-20, the meeting of the Finance Committee will take place via a virtual/teleconferencing environment.

To join the virtual Committee meeting, please register through GoToWebinar <https://attendee.gotowebinar.com/register/1579953541644625677>, webinar ID 785-430-659. You must register for the event (note you do not need to enter your legal name to participate). Once registered, you can attend the meeting through the online link, or by telephone (a call-in number and audio PIN will be provided after you register and prior to the meeting).

PUBLIC COMMENTS

If you would like to make a comment during the Public Comment section or during an agenda item, you may do so in two ways: (1) click the "Raise Hand" icon on the control panel; or (2) email your comment to comment@ecrchs.net and it will be read on the record. **PLEASE NOTE:** your name will be read on the record along with your comment; if you do not wish to have your name read, please indicate on your email.

In order to conduct an orderly meeting, all members of the public will be placed on mute during the Committee meeting, except during public comments. Note that for those who elect to participate through the call-in number, you will not have the option of being unmuted during the meeting.

The Public Comments agenda item is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Committee can only listen to your issue, not respond or take action. The Committee may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed thirty (30) minutes. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Committee, shall have twice the allotted time to speak. When addressing the Committee, speakers are requested to adhere to the time limits set forth. In order to maintain allotted time limits, the Committee Chair may modify speaker time allocations or the total amount of allotted time for an item.

Consent Agenda: All matters listed under the consent agenda are considered by the Committee to be routine and will be approved/enacted by the Committee in one motion in the form listed below. Unless specifically requested by a Committee member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Committee votes on them. The Committee recommends approval of all consent agenda items.

In compliance with the Americans with Disabilities Act (ADA) and upon request, El Camino Real Alliance may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Requests for disability related modifications or accommodations shall be made 24 hours prior to the meeting to Daniel Chang, in person, by email at d.chang@ecrchs.net, or by calling (818) 595-7537.

Agenda

| | Purpose | Presenter | Time |
|---|-----------------|--------------|----------------|
| I. Opening Items | | | 3:30 PM |
| Opening Items | | | |
| A. Call the Meeting to Order | | Beatriz Chen | 1 m |
| B. Record Attendance and Guests | | Beatriz Chen | 1 m |
| C. Public Comments | | Beatriz Chen | 30 m |
| II. II. Consent | | | 4:02 PM |
| A. Approve Minutes of June 25, 2020 Technology Committee Meeting | Approve Minutes | Beatriz Chen | 1 m |
| Approve minutes for Special Technology Committee Meeting on June 25, 2020 | | | |
| III. Technology Committee | | | 4:03 PM |
| Technology Committee | | | |
| A. Discuss and Vote on Lease or Purchase of 1:1 Laptops for Incoming Freshmen | Vote | Beatriz Chen | 15 m |
| The Committee will discuss and review the three (3) quotes received for the 1:1 laptops for the incoming freshmen class of 2021-2022, and vote to make a recommendation to the Board. The recommendation will include whether to lease or purchase the laptops. | | | |

| | Purpose | Presenter | Time |
|---|---------|-----------|------|
| ACTION ITEM: motion to recommend approval of _____ for [purchase/lease] of 1:1 laptops for incoming freshmen. | | | |

IV. Closing Items

4:18 PM

| | | | |
|--------------------|------|--------------|-----|
| A. Adjourn Meeting | Vote | Beatriz Chen | 1 m |
|--------------------|------|--------------|-----|

Cover Sheet

Approve Minutes of June 25, 2020 Technology Committee Meeting

Section: II. II. Consent
Item: A. Approve Minutes of June 25, 2020 Technology Committee Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Technology Committee Meeting on June 25, 2020

DRAFT



El Camino Charter High School

Minutes

Special Technology Committee Meeting

Date and Time

Thursday June 25, 2020 at 3:30 PM

Location

Teleconference Only - please see below

The Technology Committee is a standing committee of the Board of Directors of El Camino Real Alliance.

For committee meeting materials, please go to the school's main office, or call (818) 595-7500. Some board meeting materials are also posted in the school's website (<https://ecrchs.net> - click the ECR Board tab).

INSTRUCTIONS FOR PRESENTATIONS TO THE COMMITTEE BY PARENTS AND CITIZENS

El Camino Real Alliance ("ECRA") welcomes your participation at ECRA's Technology Committee meetings. The purpose of a public meeting of the Technology Committee is to conduct the affairs of ECRA in public. Your participation assures us of continuing community interest in our charter school. To assist you in the ease of speaking/ participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Public Comments." "Public Comments" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Committee can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed thirty (30) minutes. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Committee, shall have twice the allotted time to speak. The Committee may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Committee on Agenda items. With regard to such agenda items, you may specify that agenda item on

your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes before the item, and total time allocated to agenda items will not exceed six (6) minutes for a discussion item and nine (9) minutes per vote item. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Committee, shall have twice the allotted time to speak, and the total allocated time shall be appropriately increased as well.

4. When addressing the Committee, speakers are requested to state their name and adhere to the time limits set forth. In order to maintain allotted time limits, the Committee Chair may modify speaker time allocations or the total amount of allotted time for an item.

5. Any public records relating to an agenda item for an open session of the Committee which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 5440 Valley Circle Blvd., Woodland Hills, California, 91367.

Consent Agenda: All matters listed under the consent agenda are considered by the Committee to be routine and will be approved/enacted by the Committee in one motion in the form listed below. Unless specifically requested by a Committee member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Committee votes on them. The Executive Director recommends approval of all consent agenda items.

PARTICIPATING TELEPHONICALLY

To participate in the Committee meeting telephonically, please call **(646) 749-3122**, **access code 172-536-037**. Please note that, in order to conduct an orderly meeting, all members of the public will be placed on mute during the Board meeting, except during public comments. If you would like to speak on a specific agenda item, please advise the Board during the public comments section. Note that members of the public attending a meeting conducted via teleconference do not need to give their name when entering the conference call.

If you have any questions or issues, please contact Daniel Chang by email at d.chang@ecrchs.net.

In compliance with the Americans with Disabilities Act (ADA) and upon request, El Camino Real Alliance may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Requests for disability related modifications or accommodations shall be made 24 hours prior to the meeting to Daniel Chang, in person, by email at d.chang@ecrchs.net, or by calling (818) 595-7537.

Committee Members Present

Beatriz Chen (remote), Gregory Basile (remote), Kenneth Lee (remote)

Committee Members Absent

None

Guests Present

Daniel Chang (remote), David Hussey (remote)

I. Opening Items

A. Call the Meeting to Order

Beatriz Chen called a meeting of the Technology Committee of El Camino Charter High School to order on Thursday Jun 25, 2020 @ 3:34 PM.

B. Record Attendance and Guests

C. Public Comments

There were no public comments.

II. II. Consent

A. Approve Minutes of February 27, 2020 Technology Committee Meeting

Beatriz Chen made a motion to approve the minutes from Technology Committee Meeting on 02-27-20.

Gregory Basile seconded the motion.

The committee **VOTED** unanimously to approve the motion.

III. Technology Committee

A. Discuss Technology Refresh for Teachers

The Committee discussed the options for the technology refresh for teachers.

Gregory Basile made a motion to recommend the technology refresh through SHI for a total sum of up to \$245,720.74.

Beatriz Chen seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Beatriz Chen Aye

Gregory Basile Aye

Kenneth Lee Aye

IV. Closing Items

A. Adjourn Meeting

Beatriz Chen made a motion to adjourn the meeting.

Gregory Basile seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:05 PM.

Respectfully Submitted,
Daniel Chang

Cover Sheet

Discuss and Vote on Lease or Purchase of 1:1 Laptops for Incoming Freshmen

| | |
|--------------------------|---|
| Section: | III. Technology Committee |
| Item: | A. Discuss and Vote on Lease or Purchase of 1:1 Laptops for Incoming Freshmen |
| Purpose: | Vote |
| Submitted by: | |
| Related Material: | Lenovo 300e.pdf SHI 300e.pdf STS 300e.pdf |



| Shipping address | Billing address | Pending order information |
|---|---|---|
| EL CAMINO REAL HIGH SCHOOL 5440 Valley Circle Blvd Woodland Hls CA 91367-5949 | EL CAMINO REAL HIGH SCHOOL 5440 Valley Circle Blvd Woodland Hls CA 91367-5949 | Date and time:08.01.2021 01:43:26 Quote number: 4280317318 |

| Qty | Part no. | Description | Price | Total |
|-------|------------|---|---------------------|---------------|
| 1,000 | 81M9007VUS | Lenovo 300e 2nd Gen, Intel Celeron N4120 (1.10 GHz, 4 MB), 11.6 1366x768 11.6 1366x768, Windows 10 Pro 64, 4.0GB, 1x128GB SSD PCIe, Gray, Intel UHD 600, Intel9560ac+BT, 720p Camera , 3 Cell Li-Pol 42Wh, 1 Year Mail-in | \$ 345.00 | \$ 345,000.00 |
| 1,000 | 5PS0N75694 | 4Y Depot + Accidental Damage Protection (School Year Term) | \$ 115.00 | \$ 115,000.00 |
| 1,000 | 4X40V09690 | Lenovo Case for 300e Windows and 300e Chrome (MTK) | \$ 35.00 | \$ 35,000.00 |
| | | | Subtotal | \$ 495,000.00 |
| | | | Shipping & Handling | \$ 0.00 |
| | | | Recycling Fee | \$ 4,000.00 |
| | | | Taxes | \$ 36,100.00 |
| | | | Total | \$ 535,100.00 |

This offer is valid for thirty (30) days from the date of this offer and supersedes any previous offers. Offers and specifications may be changed at any time without notice. Acceptance of this offer is subject to Lenovo's payment terms and availability of items. Lenovo may reject or cancel orders for pricing or other errors.

We appreciate your interest in our products.



Pricing Proposal
 Quotation #: 19926384
 Created On: 1/14/2021
 Valid Until: 1/29/2021

El Camino Real Charter High School

Ryan D. Guinto
 5440 Valley Circle Blvd
 Woodlands Hills, CA 91367
 United States
 Phone: 818-595-7517
 Fax:
 Email: r.guinto@ecrchs.net

Inside Account Manager

Kyle Everett
 290 Davidson Ave
 Somerset, NJ, 08873
 Phone: 800-527-6389 EXT 555xxxx
 Fax:
 Email: Kyle_Everett@shii.com

All Prices are in US Dollar (USD)

| Product | Qty | Your Price | Total |
|---|------|------------|--------------|
| 1 LENOVO : Lenovo 300e 2nd Gen, Intel Celeron N4120 (1.10 GHz, 4 MB), 11.6 1366x768 11.6 1366x768, Windows 10 Pro 64, 4.0GB, 1x128GB SSD PCIe, Gray, Intel UHD 600, Intel9560ac+BT, 720p Camera , 3 Cell Li-Pol 42Wh, 1 Year Mail-in 3/31/2021 Lenovo - Part#: 81M9007VUS Contract Name: Open Market Contract #: Open Market | 1000 | \$303.66 | \$303,660.00 |
| 2 LENOVO : 4Y Depot + Accidental Damage Protection (School Year Term) Lenovo - Part#: 5PS0N75694 Contract Name: Open Market Contract #: Open Market Note: 4 year warranty | 1000 | \$102.11 | \$102,110.00 |
| 3 LENOVO : CASE_BO 300e Chrome MTK/Win Case Lenovo - Part#: 4X40V09690 Contract Name: Open Market Contract #: Open Market | 1000 | \$31.81 | \$31,810.00 |
| 4 California E-Waste Fee State Of California - Part#: EWASTE Contract Name: Open Market Contract #: Open Market | 1000 | \$4.00 | \$4,000.00 |

| | |
|--------------|---------------------|
| Subtotal | \$441,580.00 |
| Shipping | \$0.00 |
| *Tax | \$41,570.10 |
| Total | \$483,150.10 |

*Tax is estimated. Invoice will include the full and final tax due.

Additional Comments

Please Note: Lenovo has a zero returns policy on any custom build machines. Lenovo also does not allow returns on open box/phased out products.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at [SHI Online Customer Resale Terms and Conditions](#).



| | | | |
|-----------------|--|-----------------|--|
| Company Address | 130-A W. Cochran St. Simi Valley, CA 93065 US | Created Date | 1/11/2021 2:29 PM |
| | | Expiration Date | 2/10/2021 |
| | | Quote Number | Q-12225 |
| Prepared By | Jeremy Gilbert | Account Name | El Camino Real Charter High School |
| Email | jeremy.gilbert@stseducation-us.com | Contact Name | Ryan Guinto |
| Fax | (888) 801-3381 | Phone | (818) 595-7517 |
| | | Email | r.guinto@ecrchs.net |
| Bill To Name | El Camino Real Charter High School | Ship To Name | El Camino Real Charter High School |
| Bill To | 5440 Valley Circle Blvd. Woodland Hills, CA 91367 | Ship To | 5440 Valley Circle Blvd. Woodland Hills, CA 91367 |

| Quantity | Product Name | Product Description | Sales Price | Calculated Total Price |
|----------|--|---|-------------|------------------------|
| 1,000 | Misc Equip Sold - New Lenovo Laptop | Lenovo 300e, Celeron N4100, 11.6 HD IPS Touch Display, Windows 10 Pro National Academic Standard, 4 GB Memory, 128GB EMMC, WIFI 2X2 AC + BT4.1, 1.0M HD Camera, Active Pen, 3 Cell 45 WH Battery, Keyboard, 1 Year Mail in Warranty - P/N: 81M9007VUS | \$339.00 | \$339,000.00 |
| 1,000 | Misc Warranty Sold - Lenovo Warranty | 4 Year Depot + ADP School Year Term 5PSON75694 | \$119.00 | \$119,000.00 |
| 1,000 | Misc Equip Sold - New Lenovo Accessory | Lenovo Case for 300e Chrome MTK and 300e Win 4X40V09690 | \$32.00 | \$32,000.00 |
| 1,000 | CA Environ Fee 4"-14" Collected | CA Environmental Electronic Waste Fee - Collected 4" to 14" - \$4 per unit | \$4.00 | \$4,000.00 |
| 1 | LTL Shipping - CA | LTL Shipping Charge - CA | \$0.00 | \$0.00 |

| | |
|-------------|--------------|
| Total Price | \$494,000.00 |
| Tax | \$35,245.00 |
| Grand Total | \$529,245.00 |

All sales are subject to applicable sales tax at the time of shipment.

Financing options are available with approved credit.

STS Education stands behind the products and services we provide. For more information on our warranties and guarantees, visit: [stseducation-us.com/resources/customer-support](https://www.stseducation-us.com/resources/customer-support).

<https://www.stseducation-us.com/>