

Type of Contract:

Service Agreement v1, v2 or v3

WAKE COUNTY PUBLIC SCHOOL SYSTEM

Contract Routing Form 1950

Fiscal Year (FY): 2021-22

Person to Contact : Jennifer Lundy Phone/Email: 919-533-7154 / jmlundy@wcpss.net

Name of Contract: Lexia Learning Systems LLC

If Change Order - (Amount +/-): \$0.00 Total Contract Amount: \$403,065.60

Board Action: (Required at \$100,000) Yes No Board Meeting Date: March 1, 2022

Budget Code: 01.5110.085.312.0303.0825.000 / 03.5110.103.312.0111.0825.000

Items of Special Note: PO is less the 2.5% reimbursable County tax - \$3,664.00. Sex Offender form will be completed for live virtual trainers to be determined - will be completed before event.

**To be completed by the School or Department required for all contracts \$2,500 and up
INITIAL/DATE THIS FORM AFTER YOU HAVE REVIEWED AND APPROVED THE ATTACHED CONTRACT:**

	Initial	Date	Comments
Fiscal Administrator (\$2,500 and up and all MOAs)	<u>TP</u>	<u>2/20/2022</u>	
Budget Manager/Principal (\$2,500 - \$9,999 and All MOAs)	_____	_____	_____
Assistant Superintendent or Area Superintendent (\$10,000 - \$99,999 and all MOAs)	_____	_____	_____
Superintendent/Chief Officer (\$100,000+ and All MOAs)	_____	_____	_____

To be completed by the Administrative Services required for all contracts \$2,500 and up

	Initial	Date	Comments
Risk Management (Insurance Review)	_____	_____	_____
Finance Officer	_____	_____	_____
Chief Business Officer (Required ≥ \$100,000)	_____	_____	_____
School Board Attorney (As required by the Chief Officer or Superintendent)	_____	_____	_____

Non-standard contract certification - "This instrument has been preaudited in the manner required by the School Budget and Fiscal Control Act. G.S. 115C-441(a)

Finance Officer _____ Date _____

POR Approval _____

Contract Signature Request Form

TO: SUPERINTENDENT'S OFFICE

** Please indicate if your document has a deadline:* _____

FROM: _____

DATE: _____

DEPARTMENT: _____ **POINT OF CONTACT:** _____

PHONE NUMBER: _____

RETURN THRU COURIER **CALL FOR PICKUP**

CHIEF OFFICER'S APPROVAL: _____

LEADERSHIP TEAM APPROVAL (print): _____

LEADERSHIP TEAM APPROVAL (sign): _____

The attached document requires the following:

TITLE OF DOCUMENT & Justification: _____

- Board Chair's Signature**
- Board Action Taken on (_____-_____-_____) _____**
- No Board Action Taken (Explain) _____**
- Superintendent's Signature**
- Finance Officer's Signature**
- Notary Public's Signature and Seal**
- Board Seal**

Comments: _____



PUBLIC SCHOOLS OF NORTH CAROLINA

STATE BOARD OF EDUCATION Eric C. Davis, Chairman

DEPARTMENT OF PUBLIC INSTRUCTION Mark Johnson, Superintendent of Public Instruction

WWW.DPI.NC.GOV

TO Michele Woodson- Senior Director Curriculum Development
Wake County Public School System (920)

FROM Krystie Terry, Procurement Specialist
NC Department of Public Instruction

DATE February 16, 2022

APPROVAL OF REQUEST FOR AUTHORIZATION OF NONCOMPETITIVE PROCUREMENT PROPOSAL – Voyager Sopris, Lexia Learning

As the pass-through entity for programs authorized under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act of 2015 (ESSA), the North Carolina Department of Public Instruction (DPI) may waive competitive procurement requirements for funding from authorized grant programs in accordance with Uniform Guidance §200.320 (2 CFR §200.320(f)(3)).

Based on information provided by Wake County Public School System, the Federal Program Monitoring and Support (FPMS) Division and the Procurement and Contracts section approves the request for authorization of the noncompetitive proposal for **Voyager Sopris, Lexia Learning** for the period of availability of grant funds used to obtain this procurement. This was approved for Wake County Public School System for curriculum continuity. The expected cost of this contract is **\$329,533.68** and is related to Title II- Improving teacher quality PRC (103)

Note that all procurements, including sole source procurements, must comply with the general procurement standards identified in Uniform Guidance §200.318 (2 CFR §200.318) and be adequately documented for potential review by auditors and/or monitors.

If you need additional information, please contact me (Krystie.Terry@dpi.nc.gov) or your Federal Program Administrator.

c: Tina Letchworth, Assistant Director, Federal Program, Monitoring, and Support



WAKE COUNTY
PUBLIC SCHOOL SYSTEM
Raleigh, North Carolina

Purchase Order Requisition Form

Dept. Requisition No. _____ **Date:** 2/18/2022 **Purchase Order No.** _____

Vendor: Lexia Learning Systems LLC **School/Department:** Academics/Elementary Programs
Address: 300 Banker Avenue, Suite 320 **Address:** 5625 Dillard Drive
Concord, MA 01742 Cary, NC 27518
SHIP TO: Central Receiving OR School/Dept x
Attention: Jane Priest **Attention:** Syreeta Smith/ Michele Woodson

Budget Code A	Amount	Budget Code C	Amount
01.5110.085.312.0303.0825.000	\$ 199,700.80		
Budget Code B	Amount	Budget Code D	Amount
03.5110.103.312.0111.0825.000	\$ 199,700.80		

QTY	UNIT	VENDOR CAT. #	CODE	WCPSS ITEM NO.	DESCRIPTION	UNIT PRICE	AMOUNT
20	A	382512			LETRS Participant Materials w/ Blended PD (Year 1) Quote Q-495432-1	\$ 1,392.00	\$ 27,840.00
20	B	382512			LETRS Participant Materials w/ Blended PD (Year 2) Quote Q-495432-1	\$ 1,392.00	\$ 27,840.00
120	A	382512			LETRS Participant Materials w/ Blended PD (Year 1) Quote Q-495435-1	\$ 1,292.00	\$ 155,040.00
120	B	382512			LETRS Participant Materials w/ Blended PD (Year 2) Quote Q-495435-1	\$ 1,292.00	\$ 155,040.00
20	A	354087			LETRS Participant Materials Bundle (Print + Licenses) Quote Q-495433-1	\$ 667.00	\$ 13,340.00
20	B	354087			LETRS Participant Materials Bundle (Print +Licenses) Quote Q-495433-1	\$ 667.00	\$ 13,340.00
							\$ -
					Materials must be received by May 15, 2022		\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -

Requestor's Signature

Syreeta Smith / Michele Woodson

Budget Manager's Name (please print)

Phone: 919-533-7154
 Email: jmlundy@wcpss.net

Budget Manager's Signature approving expenditure and certifying that all regulations set forth by the Finance Manual and Board Policy were followed

Assistant or Associate Superintendent Signature approving expenditure and certifying that all regulations set forth by the Finance Manual and Board Policy were followed.

SUB TOTAL(S)	\$	392,440.00
SHIPPING CHARGES		
NC SALES TAX	\$	6,961.60
NET TOTAL	\$	399,401.60

Search Results

Records Found: 1 Search Type: Starting **Search Criteria:** Lexia Learning

Search Time: 2/18/2022 09:48 AM [Search Again](#)

Entity Name			
Sos Id	Date Formed	Status	Type
Lexia Learning Systems LLC			
1373807	4/16/2014	Current - Active ⓘ	Limited Liability Company

Prior Authorization Software License Subscription (This form is required with the Purchase Order Requisitions)			
School/Department:	K-12 Curriculum Development	Date:	2/17/2022
Contact:	Michele Woodson	Phone:	919- 694-0372
Leadership Team Signature:		Date:	
Chief Signature:		Date:	
Item Summary Description			
Lexia Learning (formerly Voyager Sopris) LETRS® is a professional development course that bridges deep, meaningful research into practical classroom success. LETRS provides educators with the background, depth of knowledge, and tools to teach language and literacy skills to every student.			
Is this for a New or Existing product? <input type="checkbox"/> New <input checked="" type="checkbox"/> Existing			
Has Information Technology reviewed and approved the product? <input checked="" type="checkbox"/> Yes (complete the below section) <div style="text-align: right;"><input type="checkbox"/>No (contact Allison Reid requires prior approval)</div>			
Digital Resource Product Library (DRPL) Status:			
<input type="checkbox"/> Recommended <input type="checkbox"/> Recommended with Conditions <input checked="" type="checkbox"/> Allowed with Conditions <input type="checkbox"/> Reviewed and Denied <input type="checkbox"/> Other_____			
Verified Status (Name):		Principal/Budget Manager	
Considerations:			
Are you using Federal Funds to purchase the software/license agreement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
What method or process was used to select this product (competitive bid*, committee recommendation, individual recommendation, agency, receipt of quotes/proposals (please include). If none- provide rationale for not seeking competition. <i>*If competitively bid please provide the WCPSS bid number and date of solicitation.</i>			
Product is already in use. Request is to continue use.			
Description of item or service to include purpose: Subscription			
Will this item require additional upgrades or renewals in the future? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> To Be Determined			
If yes, please explain.			
WCPSS Impact (training, cost, compatibility, development...) for other alternative solutions Sole Source Vendor			
General Information Needed for Review:			
Total cost of ownership (cost, installation, hardware, training, consulting, etc.): \$329,533.68			
Will the vendor be required to complete a WCPSS Service Contract? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Additional Information for Consideration:			

Overview

Capabilities

Feedback

Privacy



LETRS

Conditionally Allowed Not applicable

LETRS® is a professional development course that bridges deep, meaningful research into practical classroom success. LETRS provides educators with the background, depth of knowledge, and tools to teach language and literacy skills to every student.

Grade Request Compare Website

Details

LETRS can be used regardless of the literacy program in use. The LETRS family of solutions helps literacy educators: ~Distinguish between the research base for best practices and other competing ideas not supported by scientific evidence ~Understand how language, reading, and writing are related to one another ~Make instructional decisions and program choices with reference to scientific research evidence, strategic use of assessments, and observations of students ~Deliver comprehensive, integrated, language, and literacy instruction as defined by standards and by research for a given grade, age, or ability level



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WAKE COUNTY
PUBLIC SCHOOL SYSTEM

Academics/Elementary Programs

Service Agreement/Contract

Justification/Negotiation Statement

Requestor's Name: **Michelle Woodson, Syreeta Smith**

Vendor's Name: **Lexia Learning Systems**

Date: **2/18/2022**

Justification (why services are required): Lexia Learning (formerly Voyager Sopris) LETRS® is a professional development course that bridges deep, meaningful research into practical classroom success. LETRS® provides educators with the background, depth knowledge, and tools to teach language and literacy skills to every student. NCDPI provided funding intended to support local autonomy to meet SB387 LETRS® training requirements beyond the initial state contract.

Scope of Services (what is being provided and measurable outcomes): LETRS® participant materials bundle (print and licenses) with blended face-to-face online Professional Learning for AIG, Intervention Teachers, and Central Office and Building Administrators.

Negotiation (Price/terms negotiated; if bid or quote for services is not the lowest of the three quotes or submitted bids please justify): \$403,065.60

WAKE COUNTY PUBLIC SCHOOL SYSTEM

This contract (the "Contract") is made and entered into this 2nd day of March 2022, between the Wake County Board of Education (the "School System"), 5625 Dillard Drive, Cary, NC 27518, and Lexia Learning Systems LLC (the "Provider"), 300 Baker Avenue, Suite 320, Concord, MA 01742.

For and in consideration of the mutual promises set forth in the Contract the parties do mutually agree as follows:

1. **Obligations and Representations of Parties.** Provider hereby agrees to provide the following services to the School System: Lexia Learning System LLC will provide (240) AIG and Intervention Teachers, (40) Central Office and (40) Building Administrators LETRS® participant materials, prints and licenses, with blended face-to-face and online professional learning as outlined in exhibit A and quotes Q-495435-1, Q-495432-1, and Q495433-1 at designated times and sites as specifically requested and authorized by the School System. The work will be completed in a manner acceptable to the School System and in full compliance with the terms and conditions of this Contract, including any documents incorporated by reference. All agents or employees of Provider who will provide services under this Contract will be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided, and shall exercise the skill and care customarily exercised by duly licensed and qualified providers of the same or similar services. The parties acknowledge that the Wake County Board of Education has authorized the Superintendent or designee to enter into service contracts involving expenditures of up to \$100,000. The parties further acknowledge that the School System may perform all or part of its obligations pursuant to this Contract through the Superintendent or designee.
2. **Compensation.** The School System hereby agrees to compensate Provider in the amount (not to exceed) \$403,065.60, once all services have been rendered in accordance with the terms of this Contract. Provider shall provide School System with invoice(s) itemized by service provided the number of hours worked and by whom, the date(s) that services were provided, and the amount owed, along with any supporting documentation that may be requested in advance by School System. The School System shall process payments to Provider within forty-five (45) days of submission of such invoice(s).
3. **Contract Funding.** It is understood and agreed between Provider and the School System that the School System's payment obligation under this Contract is contingent upon the availability of appropriated funds from which payment for Contract purposes can be made.
4. **Term.** The services described in this Contract will be provided from March 7, 2022 through March 7, 2024 unless sooner terminated as herein provided.
5. **Termination for Convenience.** The School System may terminate this Contract at any time at its complete discretion upon twenty (20) calendar days' notice in writing from the School System to Provider prior to the date of termination. In addition, all finished or unfinished documents and other materials produced by Provider pursuant to this Contract shall, at the request of the School System, be turned over to it and become its property. If the Contract is terminated by the School System in accordance with this section, the School System will provide a prorated payment for all services performed as of the date of termination.
6. **Termination for Default.** At any time, the School System may terminate this Contract immediately and without prior notice if provider is unable to meet goals and timetables or if the School System is dissatisfied with the quality of services provided.
7. **Insurance.** Provider agrees to maintain Commercial General Liability in amount of \$1,000,000 each occurrence, \$1,000,000 each occurrence in Personal & Advertising Injury with \$2,000,000 General Aggregate, and \$2,000,000 Products/Completed Operations Aggregate. Provider shall maintain \$1,000,000 in automobile liability, and other appropriate insurance, as well as Workers Compensation in the required statutory amount for all employees participating in the provision of services under this Contract. The Wake County Board of Education shall be named by endorsement as an additional insured on the General and Automobile Liability policies. Certificates of such insurance shall be furnished by Provider to the School System and shall contain an endorsement to provide the School System at least 10 days' written notice of any intent to cancel or terminate by either Provider or the insuring company. Failure to furnish insurance certificates or maintain such insurance shall be a default under this Contract and shall be grounds for immediate termination of this Contract.

8. Taxes. Provider shall pay all federal, state and FICA taxes for all employees participating in the provision of services under this Contract.
9. Monitoring and Auditing. Provider shall maintain, during the entirety of this Contract term, including any extensions, and for three (3) years thereafter, receipts, records, and/or documents to support the following: the cost of materials purchased for Projects completed under this Contract by the Provider or its subcontractor; the number of labor hours billed by the Provider's employees and its subcontractors; the sales tax paid by the Provider and its subcontractors for materials; and the names and contact information for all of Provider's employees or subcontractors who performed work under this Contract. Provider must be able to provide this supporting documentation to the School System upon request during the Contract term, including any extensions, and within three (3) years thereafter. Provider shall cooperate with the School System, or with any other person or agency as directed by the School System, in monitoring, auditing, or investigating activities related to this Contract. Provider shall permit the School System to evaluate all activities conducted under this contract as dictated by the School System. Provider shall provide auditors retained by the School System with access to any records and files related to the provision of services under this Contract.
10. Confidentiality of Student Information. Provider agrees that all student records or personally identifiable information contained in student records that may be obtained in the course of providing services to the School System under this Contract shall be subject to the confidentiality and disclosure provisions of applicable federal and state statutes and regulations as well as the School System's policies. All student records shall be kept in a secure location preventing access by unauthorized individuals. Provider will maintain an access log delineating date, time, agency, and identity of individual accessing student records who is not in the direct employ of Provider. Provider shall not forward to any person other than parent or the School System any student record or personally identifiable information obtained from a student record (including, but not limited to, the student's identity) without the written consent of the School System. Upon termination of this Contract, Provider shall turn over to the School System all student records or personally identifiable information about students obtained by Provider while providing services under this Contract. Nothing in this Contract gives Provider any right to access any student records or personally identifiable information.
11. Lunsford Act/Criminal Background Check. Provider also acknowledges that G.S. § 14-208.18 prohibits anyone required to register as a sex offender under Article 27A of Chapter 14 of the General Statutes from knowingly being on the premises of any school. Provider shall conduct or arrange to have conducted, at its own expense, sexual offender registry checks on each of its owners, employees, agents and subcontractors ("contractual personnel") who will engage in any service on or delivery of goods to School System property or at a School System sponsored event, except checks shall not be required for individuals who are solely delivering or picking up equipment, materials, or supplies at: (1) the administrative office or loading dock of a school; (2) non-school sites; (3) schools closed for renovation; or (4) school construction sites. The checks shall include at a minimum checks of the State Sex Offender and Public Protection Registration Program, the State Sexually Violent Predator Registration Program, and the National Sex Offender Registry ("the Registries"). For Provider's convenience only, all of the required registry checks may be completed at no cost by accessing the United States Department of Justice Sex Offender Public Website at <http://www.nsopw.gov/>. Provider shall provide certification on the Sexual Offender Registry Check Certification Form (Attachment A) that the registry checks were conducted on each of its contractual personnel providing services or delivering goods under this Contract prior to the commencement of such services or the delivery of such goods. Provider shall conduct a current initial check of the registries. The sex offender registry checks shall be conducted within 30 days of Provider's execution of the Contract and prior to performing any services on School System property. In addition, Provider agrees to conduct the registry checks and provide a supplemental certification form before any additional contractual personnel are used to deliver goods or provide services pursuant to this Contract. Provider further agrees to conduct annual registry checks of all contractual personnel and provide annual certifications at each anniversary date of this Contract. Provider shall not assign any individual to deliver goods or provide services pursuant to this Contract if said individual appears on any of the listed registries. Provider agrees that it will maintain all records and documents necessary to demonstrate that it has conducted a thorough check of the registries as to each contractual personnel, and agrees to provide such records and documents to the School System upon request. Provider specifically acknowledges that the School System retains the right to audit these records to ensure compliance with this section at any time in the School System's sole discretion. If requested by the School System, the Provider shall provide sufficient background information regarding any or all contractual personnel who may deliver goods or perform services under this contract in order

to allow the school system to perform a criminal background check on each individual at the School System's expense. Provider further agrees that it has an ongoing obligation to provide the School System with the name of any new contractual personnel who may deliver goods or provide services under the Contract. The School System reserves the right to prohibit any contractual personnel of Provider from delivering goods or providing services under this Contract if the School System determines, in its sole discretion, that such contractual personnel may pose a threat to the safety or well-being of students, school personnel or others, or if such contractual personnel may otherwise pose a risk to the School System's operations. Failure to comply with the terms of this provision shall be deemed a material breach of the Contract.

12. Indemnification. Provider shall indemnify and hold harmless the School System and its agents and employees from and against all claims, actions, demands, costs, damages, losses, and/or expenses of any kind whatsoever resulting from the omission or commission of any act, lawful or unlawful, by Provider or its agents and/or employees, including but not limited to court costs and attorney's fees, incurred in connection with the defense of said matters. The parties agree that this indemnification clause is an "evidence of indebtedness" for purpose of N. C. Gen. Stat. § 6-21.2.
13. Relationship of Parties. Provider shall be an independent contractor of the School System, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of Provider be construed as an employee, agent, or principal of the School System. Provider shall not assign, subcontract, or otherwise transfer any interest in this contract without the prior written approval of the School System.
14. Applicable Laws. Provider shall comply with all applicable laws and regulations in providing services under this Contract. In particular, Provider shall not employ any individuals to provide services to the School System who are not authorized by federal law to work in the United States. Provider represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Contract. Provider shall also ensure that any of its subcontractors (of any tier) will remain in compliance with these laws at all times while providing subcontracted services in connection with this Contract. North Carolina law will govern the interpretation and construction of the Contract. Provider shall comply with the Affordable Care Act and accompanying IRS and Treasury Department regulations.
15. Restricted Companies Lists. Provider represents that as of the date of this Contract, Provider is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Provider also represents that as of the date of this Contract, Provider is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
16. Anti-Nepotism. Provider warrants that, to the best of its knowledge and in the exercise of due diligence, none of its corporate officers, directors, or trustees and none of its employees who will directly provide services under this Contract are immediate family members of any member of the Wake County Board of Education or of any principal or central office staff administrator employed by the Wake County Board of Education. For purposes of this provision, "immediate family" means spouse, parent, child, brother, sister, grandparent, or grandchild, and includes step, half, and in-law relationships. Should Provider become aware of any family relationship covered by this provision or should such a family relationship arise at any time during the term of this Contract, Provider shall immediately disclose the family relationship in writing to the Superintendent of the Wake County Public School System. Unless formally waived by the Wake County Board of Education, the existence of a family relationship covered by this Contract is grounds for immediate termination by Owner without further financial liability to Provider.
17. Applicable Wake County Board of Education Policies. Provider acknowledges that the Wake County Board of Education has adopted policies governing its relationship with vendors and conduct on School System property and agrees to abide by any and all relevant WCPSS policies during the term of the contract and while on School System property. WCPSS's Provider related polices can be viewed at <https://www.wcpss.net/Page/45862> and are incorporated into this Contract by reference.
18. Uniform Guidance. The Provider will comply with the terms and conditions in Attachment B.
19. Entire Agreement. This Contract may be amended only by written amendments duly executed by and between the School System and Provider. This Contract, including the purchase order, if any, used in connection herewith and any other document(s) expressly incorporated by reference as a part of this Contract, constitutes and expresses the entire agreement and understanding between the parties concerning its subject matter. This Contract

supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this contract. To the extent there may be any conflict between the four corners of this Contract and other documents incorporated by reference herein, the terms of this Contract will control. If any provision of this Contract shall be declared invalid or unenforceable, the remainder of the Contract shall continue in full force and effect.

- 20. Counterparts and Execution. This Contract may be executed in any number of counterparts, each of which shall be deemed an original but all of which together will constitute one and the same agreement. The Parties agree that scanned, faxed, and/or electronically transmitted copies of this Contract will have the same validity and force as an original, and that scanned, faxed, or electronic signatures shall be deemed original signatures for purposes of this Contract and given the same legal effect as original signatures.
- 21. Authority to Enter Contract. The person(s) executing this Contract on behalf of Provider have authority to do so as an official, binding act of Provider.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first indicated above.

**WAKE COUNTY
BOARD OF EDUCATION**

PROVIDER

Lindsay Mahaffey, Wake County Board of Education, Chair

Authorized Signature

This instrument has been pre-audited in the manner required by the School Budget and Fiscal Control Act. G.S. 115C-441(a).

Finance Officer

Date

ATTACHMENT B

UNIFORM GUIDANCE

The Contractor is notified that this project will be financed with federal funds. The Contractor shall ensure that all subcontracts and other contracts for goods and services for a federally funded project have the mandated provisions of this directive in their contracts. By submission of a proposal, Contractor agrees to comply with the following provisions. Failure to comply with any and all provisions herein may be cause for the contracting agency to issue a cancellation notice to a contractor.

Remedies for Breach

When federal funds are expended by Wake County Board of Education (the School System), the School System reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Termination for cause and for convenience by the School System

When federal funds are expended by the School System, the School System reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Contractor, in the event Contractor fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. The School System also reserves the right to terminate the contract immediately, with written notice to Contractor, for convenience, if the School System believes, in its sole discretion that it is in the best interest of the School System to do so. The Contractor will be compensated for work performed and accepted and goods accepted by the School System as of the termination date if the contract is terminated for convenience of the School System. Any award under this procurement process is not exclusive and the School System reserves the right to purchase goods and services from other vendors when it is in the best interest of the School System.

Equal Employment Opportunity

Except as otherwise provided under 41 CFR Part 60, when funds will be expended by the School System on a contract that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3, Contractor certifies it will comply with the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Davis-Bacon Act, as amended (40 U.S.C. 3141-3148)

During the term of an award for all contracts and subgrants for construction or repair, the Contractor certifies it will be in compliance with all applicable Davis-Bacon Act provisions. In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The School System will report all suspected or reported violations to the Federal awarding agency. Contractor certifies it will comply with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The School System will report all suspected or reported violations to the Federal awarding agency.

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708)

The Contractor certifies that during the term of an award for all contracts in excess of \$100,000 that involve the employment of mechanics or laborers, the Contractor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act. Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every

mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Rights to Inventions Made Under a Contract or Agreement

If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and Contractor wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," Contractor agrees to comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387) Compliance

The Contractor certifies that during the term of an award for all contracts by the School System resulting from this procurement process in excess of \$150,000, the Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Debarment and Suspension

Contractor certifies that during the term of an award for all contracts by the School System resulting from this procurement process, the Contractor certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Compliance with Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)

When federal funds are expended by the School System for an award exceeding \$100,000, the Contractor certifies that during the term and after the awarded term of an award for all contracts by the School System resulting from this procurement process, the vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The Contractor further certifies that:

No Federal appropriated funds have been paid or will be paid for on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

The Contractor shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Compliance with Solid Waste Disposal Act

In the event the Contract involves the purchase of more than \$10,000 in items designed by guidelines of the Environmental Protection Agency at 40 C.F.R. Part 247, Contractor agrees to comply with the requirements of section 6002 of the Solid Waste Disposal Act. In particular, the Contractor certifies that the percentage of recovered materials to be used in the performance of the contract will be at least the amount required by applicable specifications or other contractual requirements.

Prohibition on certain telecommunications and video surveillance services or equipment

As detailed in 2 CFR § 200.216, Contractor certifies that any equipment, services, or systems provided through this contract shall not use covered telecommunications equipment or services as a substantial or essential component of a system or as part of any system.

Domestic Preference

As detailed in 2 CFR § 200.322, as appropriate and to the extent consistent with law, Contractor certifies that, to the greatest extent practicable, the goods, products, or materials furnished through this award will be produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

Records Retention Requirements

The Contractor certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.334. The Contractor further certifies that Contractor will retain all records as required by 2 CFR § 200.334 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

Certification of Non-Collusion Statement

Contractor certifies under penalty of perjury that its response to this procurement solicitation is in all respects bona fide, fair, and made without collusion or fraud with any person, joint venture, partnership, corporation or other business or legal entity.

Prohibition on Gifts

Contractor certifies that it will comply with the prohibition against giving gifts, gratuities, favors or anything of monetary value to an officer, employee or agent of the School System. Contractor understands and agrees that violation of these standards will result in termination of the contract and may result in ineligibility for future contract awards.



for Administrators

GRADES PREK-12

CHAMPION
CHANGE



As a leader in your district, it is imperative to understand and lead the charge for an effective pathway to literacy for all students. Support your teachers as they strive to become better teachers of reading and spelling and you champion change with **LETRS for Administrators**.

Are YOU ready to champion change?

LETRS® for Administrators is a professional learning opportunity designed to guide state, district, or building administrators and instructional leaders to create a Multi-Tiered System of Support (MTSS) and structures to improve overall literacy instruction.

Support systematic improvement for teachers and students

A knowledgeable leader equipped with data-driven tools and a systematic framework can make a difference by ensuring teachers are prepared to teach all students to read—especially those who struggle.

When administrators acquire the knowledge for implementing multitiered instruction to improve reading and follow the Literacy Framework in *LETRS for Administrators*, it will result in systematic change that leads to improved teacher effectiveness and student outcomes.



LETRS for Administrators is a resource and professional development for instructional leaders and administrators to support the impact of evidence-based early literacy instruction.

The program:

- Provides a course to help you gain insight to the literacy framework used to create a strong instructional plan
- Helps literacy leaders create efficient methods to analyze student data and establish effective instructional blocks in literacy based on a Multi-tiered System of Support® (MTSS®)
- Compatible with any quality literacy program and comprehensive assessment plan which incorporates a Response to Intervention (RtI) system to identify and intervene with students who struggle.
- Helps district leaders address the needs of teachers who would benefit from deep training on literacy instruction
- Includes tools and resources to support the navigation of district and school literacy initiatives

LETRS for Administrators allows leaders to support their **LETRS** professional development participants



Positively impact teachers and students in every classroom, every day, in a way that is significant and empowering

When administrators assume the role of instructional leaders and are provided with the background knowledge necessary to ensure high-quality, scientific research-based instruction is implemented, data-driven frameworks influence change, and the educational landscape begins to transform.



The district/school community evolves into one with increased achievement levels and fewer children experiencing reading difficulties



Teachers who are empowered with research-based knowledge and skills are less likely to experience burnout and low student expectations



LETRS for Administrators is:

✓ COMPREHENSIVE

LETRS for Administrators complements **LETRS** professional learning as it provides both a **LETRS** overview component as well as a course that helps leaders build a strong literacy plan. School leaders will learn how that practice correlates to the foundational skills of reading instruction and will understand the program's Literacy Framework.

✓ FLEXIBLE

The course of study provides instructional leaders with flexible access to administrative resources and professional development. Options include access to online content, a self-study of **A Principal's Primer for Raising Reading Achievement***, or a bundle of the online content and print copy of **Principal's Primer**. Face-to-face training opportunities are also available to provide additional depth of knowledge and support.

***A Principal's Primer for Raising Reading Achievement** is a how-to manual for principals who want to improve the overall reading performance of an elementary or middle school population. It explains in very practical terms exactly how a principal can lead a school-wide implementation of research-based, multitiered reading instruction. Visit [URL](#) for more information.

✓ RESEARCH BASED

Based on decades of research including the latest neuroscience that reveals how we learn and teach reading, this professional learning experience gives administrators the guidance they need to implement a Multi-tiered System of Support® (MTSS®) within the Literacy Framework. These tools, as well as resources designed to help you sustain a literacy system for student success, are embedded throughout the professional learning experience.

✓ RELEVANT

As you progress through the course, you will gain a clear understanding of the steps to create a strong literacy plan for your building or district.

LETRS for Administrators empowers school leaders to understand the *what, why, and how* of literacy instruction



for Administrators

With **LETRS for Administrators**, you will receive:

- Robust, state-of-the-art online platform for delivery of content
- Online journal for response and reflection**
- A high-level overview of what teachers are learning in **LETRS** **
- Discussion suggestions for focused activities in **LETRS** to bridge the dialogue between the instructional leader and the instructional team**
- Documentation of completion**
- In-person training, coaching, and support sessions led by first-rate literacy experts

**Online course only

LETRS for Administrators is offered in flexible implementation models to meet your specific needs

OPTION 1:

Online Professional Development (One-year license)



OPTION 2:

Print Participant Book, *A Principal's Primer for Raising Reading Achievement*



OPTION 3:

Online Professional Development PLUS Print Participant Book, *A Principal's Primer for Raising Reading Achievement*



OPTION 4:

Online Professional Development PLUS Print Participant Book, *A Principal's Primer for Raising Reading Achievement* PLUS **LETRS** Volume 1 & 2 Print



Face-To-Face workshops can be purchased for **Options 2, 3, and 4** to provide additional depth of knowledge and support.



Contact your local representative today and learn more about **LETRS for Administrators**.

info@voyagersopris.com • 800.956.2860



LETTERS[®]

for **Early Childhood Educators**

GRADES: PREK-K



**A Child's First Steps to
Early Literacy Set the Tone
for a Lifetime of Learning**

Developmentally appropriate content are woven throughout this professional learning course, providing the in-depth knowledge PreK-K teachers need to teach language and literacy skills to every student . . . and set them on a path for continued success.

A PROVEN RECORD OF SUCCESS

LETRS for Early Childhood Educators aligns with the recommendations of the 2008 National Early Literacy Panel on Developing Early Literacy and is compatible with any quality literacy program.



“

“The LETRS course is equipping Alabama’s PreK–third grade teachers with background knowledge about the science of reading, in order to fully support literacy instruction and provide individualized support for students who struggle with learning to read. The initial feedback has been extremely positive from LETRS’ participants and we hope to expand this opportunity.”

”

Barbara Cooper, Ph.D.,

Director of Strategic Initiatives and Family Engagement,
Alabama Department of Early Childhood Education

OUTSTANDING AUTHORSHIP

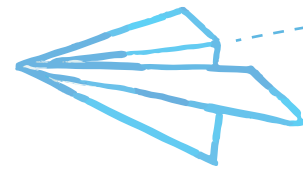


by Lucy Hart Paulson, Ed.D.,
and Louisa C. Moats, Ed.D.





EARLY LITERACY MATTERS



Give Teachers the Knowledge They Need to Make an Impact on Every Young Learner



**SELF-PACED,
ANYTIME, ANYWHERE
ACCESS TO CONTENT**
for a dynamic professional learning experience

Give Every Child the Strong Start They Deserve

LETRS for Early Childhood Educators is a specialized professional development course of study that provides practical information for building language and cognitive skills. The program uses a balance of teacher- and student-centered social-emotional, and physical development essential for young children before learning to read and write. This course of study bridges deep, meaningful research into practical classroom application.

LETRS for Early Childhood Educators:

- Empowers teachers with deeper knowledge of effective skills
- Provides comprehensive professional development surrounding early literacy and language development
- Presents engaging and effective strategies and activities for immediate classroom use
- Illustrates how to interpret assessment data to differentiate instruction
- Helps educators build deep understanding of oral language, phonological processing, and print knowledge



LETRS for Early Childhood Educators empowers teachers to understand the **WHAT, WHY, and the HOW** of early literacy instruction



Flexible and proven in the classroom, this professional learning experience, authored by Dr. Lucy Hart Paulson, is based on years of research about teacher knowledge, teacher learning, and acquisition of early literacy skills, with the essential tools needed for teachers to bridge learning into developmentally appropriate practice (DAP) in the early childhood classroom.



Teachers trained in **LETRS for Early Childhood Educators** are able to:

- Provide the highest-quality literacy interactions that weave cognitive, social-emotional, and physical development through intentional, purposeful play
- Ensure early learners acquire foundational literacy and language skills
- Help young students who have not yet learned vital early literacy skills

Teachers will gain understanding of:

- Early literacy foundations through developmentally appropriate practice (DAP) with assessments considerations to improve instruction
- The value and impact of oral language and how phonological development and interactive language strategies support early literacy skills
- The essential components of print knowledge and the progression of concepts

With *LETRS for Early Childhood Educators*, you receive:

- *LETRS for Early Childhood Educators* manual
- A one-year license for the *LETRS Early Childhood Educators* professional development online course
- Flexible options for completing the online coursework and participating in face-to-face interactive workshops.

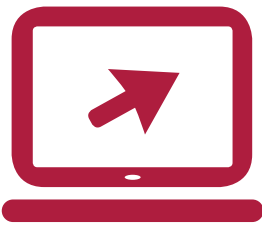


Relevant Content for Early Educators



The *LETRS for Early Childhood Educators* professional development course consists of four units:

- | | |
|-------------------------------------|--------------------------------------|
| 1 Early Literacy Foundations | 3 Phonological "PH"oundations |
| 2 Oral Language Connections | 4 Print Knowledge |



Contact your local representative and schedule a demonstration today.
info@voyagersopris.com • 800.956.2860

QUOTE**Lexia Learning Systems LLC**

300 Baker Avenue, Suite 320

Concord, MA 01742 USA

Phone: (978) 405-6200

Fax: (978) 402-3621

Quote #: Q-495435-1
Created Date: 2/11/2022

Prepared By: Jane Priest
Email: jane.priest@lexialearning.com

Ship To:
 Michele Woodson
 Wake Co School District
 5625 Dillard Dr
 Cary, NC 27518 US

Bill To:
 Michele Woodson
 Wake Co School District
 Accounting Dept.
 111 Corning Road, Suite 250
 Cary, NC 27518 US

Quantity	Line Item Description	Product Code	Version	Volume	Term	Sales Price	Total Price
240	LETRS Participant Materials Bundle (Print + License) with Blended Face-to-Face/Live Online Professional Learning	382512	3E	1+2	2 year	\$1,292.00	\$310,080.00

Total Price \$310,080.00
 Est. Tax \$7,969.20
 Total Due \$318,049.20

Prices quoted are inclusive of Shipping and Handling.

If you are Tax-Exempt, please send a copy of your Tax-Exempt Certification with your PO. Please note that if you have previously provided this certificate to Voyager Sopris, we will need a new certificate issued to Lexia Learning Systems.

Fax or email Purchase Orders with quote number Q-495435-1 to the following:

Attn: Jane Priest
 Email: jane.priest@lexialearning.com
 Fax: (978) 402-3621

PLEASE NOTE THE QUOTE NUMBER MUST APPEAR ON PURCHASE ORDER(S) IN ORDER TO PROCESS.

TERMS AND CONDITIONS

**Prices included herein are exclusive of all applicable taxes, including sales tax, VAT or other duties or levies imposed by any federal, state or local authority, which are the responsibility of Customer. Any taxes shown are estimates for informational purposes only. Customer will provide documentation in support of tax exempt status upon request. Pricing is valid for 60 days unless otherwise specified on this quote. Unless otherwise provided herein, Lexia will invoice the total fees set forth above upon receipt of customer's PO/acceptance. Payment is due net 30 days of invoice.

1-Year LETRS licenses expire 12 months from the date of activation; 2-Year LETRS licenses expire 24 months from the date of activation.

- Additional Support Services purchased separately from subscription licenses/packages (e.g., webinars or additional onsite and/or virtual training hours) must be used within 12 months from the received date of the PO acceptance of the applicable quote.
- A customer-designated account administrator contact name and email address are required for all subscriptions and service orders.

ORDER TERM

This quote and the associated confirming purchase order or other customer confirmation of this quote serve as an agreement for this order, which becomes effective upon its acceptance by both parties. Unless otherwise agreed by Lexia and customer in writing, the licenses, products and/or services purchased pursuant to this order will begin on or about the start date and continue in effect for the applicable period set forth in this quote. Unless otherwise set forth herein or agreed to by Lexia and customer in writing, all subscriptions and services are deemed delivered upon provisioning of license availability, and all subscription licenses and services must be used within the applicable subscription or service period herein; unused subscription licenses or services are not eligible for refund or credit. Onsite training fulfilled with virtual training equivalency as needed. Virtual training equivalency = four (4) live online sessions for each onsite training day session. Without prejudice to its other rights, Lexia may suspend delivery of the subscriptions, products and/or services in the event that customer fails to make any payment when due following notice.

ORDER PROCESS

To submit an order, please fax this quote along with the applicable Purchase Order to: (978) 287-0062, or send by email to your sales representative's email address listed above.

NOTE: EACH PURCHASE ORDER MUST INCLUDE THE CORRECT QUOTE NUMBER PROVIDED ON THIS QUOTE, AND THE QUOTE SHOULD BE ATTACHED.

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All subscriptions, products and services hereunder are offered subject to the Lexia K-12 Education Application License Agreement terms, available at <https://lexialearning.com/privacy/eula> (the "License"), as supplemented by the terms herein. By placing any order, customer confirms its acceptance of the License and the terms and fees in this quote, which, together with any previously awarded proposal and/or any other associated agreement entered into by Lexia and customer regarding the subscriptions, products and services in and as supplemented by this quote, constitute the entire agreement between customer and Lexia regarding such subscriptions, products and services (the "Agreement"). Customer and Lexia agree that the terms and conditions of this Agreement supersede any additional or inconsistent terms or provisions in any customer drafted purchase order, which shall be void and of no effect, or any communications, whether written or oral, between customer and Lexia relating to the subject matter hereof. In the event of any conflict, the terms of this Agreement shall govern.

QUOTE**Lexia Learning Systems LLC**

300 Baker Avenue, Suite 320

Concord, MA 01742 USA

Phone: (978) 405-6200

Fax: (978) 402-3621

Quote #: Q-495432-1
Created Date: 2/11/2022

Prepared By: Jane Priest
Email: jane.priest@lexialearning.com

Ship To:
 Wake Co School District
 5625 Dillard Dr
 Cary, NC 27518 US

Bill To:
 Michele Woodson
 Wake Co School District
 Accounting Dept.
 111 Corning Road, Suite 250
 Cary, NC 27518 US

Quantity	Line Item Description	Product Code	Version	Volume	Term	Sales Price	Total Price
40	LETRS Participant Materials Bundle (Print + License) with Blended Face-to-Face/Live Online Professional Learning	382512	3E	1+2	2 year	\$1,392.00	\$55,680.00

Total Price \$55,680.00
 Est. Tax \$1,328.20
 Total Due \$57,008.20

Prices quoted are inclusive of Shipping and Handling.

If you are Tax-Exempt, please send a copy of your Tax-Exempt Certification with your PO. Please note that if you have previously provided this certificate to Voyager Sopris, we will need a new certificate issued to Lexia Learning Systems.

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Attn: Jane Priest
 Email: jane.priest@lexialearning.com
 Fax: (978) 402-3621

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**Prices included herein are exclusive of all applicable taxes, including sales tax, VAT or other duties or levies imposed by any federal, state or local authority, which are the responsibility of Customer. Any taxes shown are estimates for informational purposes only. Customer will provide documentation in support of tax exempt status upon request. Pricing is valid for 60 days unless otherwise specified on this quote. Unless otherwise provided herein, Lexia will invoice the total fees set forth above upon receipt of customer's PO/acceptance. Payment is due net 30 days of invoice.

1-Year LETRS licenses expire 12 months from the date of activation; 2-Year LETRS licenses expire 24 months from the date of activation.

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Quote #: Q-495433-1
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Ship To:
 Wake Co School District
 5625 Dillard Dr
 Cary, NC 27518 US

Bill To:
 Michele Woodson
 Wake Co School District
 Accounting Dept.
 111 Corning Road, Suite 250
 Cary, NC 27518 US

Quantity	Line Item Description	Product Code	Version	Volume	Term	Sales Price	Total Price
40	LETRS Participant Materials Bundle (Print + License)	354087	3E	1+2	2 year	\$667.00	\$26,680.00

Total Price \$26,680.00
 Est. Tax \$1,328.20
 Total Due \$28,008.20

Prices quoted are inclusive of Shipping and Handling.

If you are Tax-Exempt, please send a copy of your Tax-Exempt Certification with your PO. Please note that if you have previously provided this certificate to Voyager Sopris, we will need a new certificate issued to Lexia Learning Systems.

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Envelope Originator:

Certificate Pages: 6

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Syreeta Smith

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ssmith11@wcpss.net

Senior Director, Elementary Education

Wake County Public School System

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

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Michele Woodson

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Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

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Drew Cook

Dcook@wcpss.net

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Edward McFarland

emcfarland@wcpss.net

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

Signer Events	Signature	Timestamp
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Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
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Processing Technician
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Security Level: Email, Account Authentication
(None)

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Accepted: 10/25/2021 1:52:53 PM
ID: c718abb4-4dd4-42ca-885e-1881bff7168c

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Electronic Record and Signature Disclosure:
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(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Emery Flannery
eflannery@wcpss.net
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

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Contract Filing

contracts@wcpss.net

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(None)

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Accepted: 2/17/2022 2:06:36 PM
ID: 9080d29b-d3db-417a-87ac-08aec2bfc29c

In Person Signer Events	Signature	Timestamp
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In Person Signing Host:
Trisha Posey
tposey@wcpss.net

In Person Signer:
Lindsay Mahaffey

Security Level: In Person

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Jennifer Lundy
jmlundy@wcpss.net

Secretary (Sr Director), Elementary Programs
Wake County Public School System
Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

VIEWED

Using IP Address: 136.56.4.118

Sent: 2/20/2022 9:17:23 PM
Viewed: 2/21/2022 4:42:28 AM

Carbon Copy Events	Status	Timestamp
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Michele Woodson
mwoodson@wcpss.net

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:
Accepted: 2/16/2022 3:11:25 PM
ID: 7eb08b24-2cad-44db-b9d4-a84c30a91de3

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent Hashed/Encrypted 2/18/2022 5:37:44 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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