

PAYEE SHOULD DETACH STUB AND
DEPOSIT VOUCHER AT ONCE

WAKE COUNTY PUBLIC SCHOOL SYSTEM
Capital Improvement Fund
110 Corning Road, Cary, N.C. 27518

DATE
8-Oct-19

CHECK NO
55240 ✓

DATE	INVOICE	GROSS	DISCOUNT	NET
DESCRIPTION				
17-SEP-19	1836	75,000.00	.00	75,000.00 ✓
PO # 217595/ TECHNOLOGY SERVICES				

WELL FARGO BANK, N.A.
RALEIGH NC 27611

FISCAL CONTROL ACT.

11-24
1210

Capital Improvement Fund
WAKE COUNTY PUBLIC SCHOOL SYSTEM
110 Corning Road, Cary, N.C. 27518

CHECK NO
55240

THIS DISBURSEMENT HAS BEEN APPROVED
AS REQUIRED BY THE SCHOOL BUDGET AND
FISCAL CONTROL ACT.

PAY Seventy-Five Thousand And No/100 Dollars

void after one year

TO THE ORDER OF

EDUCATION ELEMENTS, INC
PO BOX 841534
DALLAS, TX 75284-1534

DATE
8-Oct-19

CHECK AMOUNT
\$*****75,000.00



WAKE COUNTY PUBLIC SCHOOL SYSTEM
1551 ROCK QUARRY ROAD
RALEIGH, NC 27610-4145

PURCHASE ORDER

217595

Page 1 of 1

INVOICE
TO

WAKE COUNTY PUBLIC SCHOOL SYSTEM
ACCOUNTING DEPARTMENT
110 CORNING ROAD
CARY, NC 27518

PAYMENT TERMS
Net 30

PO REVISION
0

CORRECT PURCHASE ORDER AND
STOCK NUMBERS MUST APPEAR
ON ALL PACKAGES, INVOICES,
SHIPPING PAPERS AND
CORRESPONDENCE. PACKING
SLIPS MUST ACCOMPANY ALL
SHIPMENTS. CONDITIONS AND
BILLING INSTRUCTIONS ON
REVERSE.

TO

EDUCATION ELEMENTS, INC
999 SKYWAY RD, SUITE 325
SAN CARLOS, CA 94070

RECEIVED

SEP 24 2019

ACCTG.

**SHIP
TO**

Technology Services - 810
Crossroads II
110 Corning Road
Cary, NC 27518

DATE	FOB	FREIGHT TERMS	FOR QUESTIONS REGARDING THIS ORDER CONTACT
20-FEB-19	Destination	Prepaid	Gooding, Petra, pgooding@wcpss.net 919-588-3456 EXT. 83456

WCPSS Deliver To Only: Gaddis, Ms. Marlo

Technology Services - 810 (MARLO GADDIS)

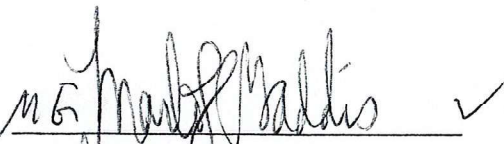
LINE	WCPSS ITEM NO	WCPSS ACCOUNT CODE ITEM DESCRIPTION	QTY	UOM	UNIT PRICE	AMOUNT
1		04.6400.862.529.0745.0810.000 CLASSROOM TECHNOLOGY ASSESSMENT, PURCHASE, AND ROLLOUT - VENDOR WILL SUBMIT MONTHLY INVOICES FOR WORK COMPLETED	275000	Dollar	1.00	

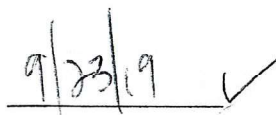
RECEIPT KEYED

SEP 24 2019

DENITA PURSER

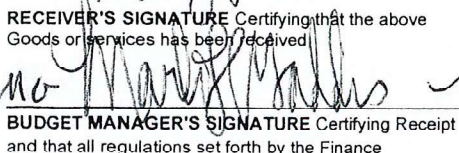
PO BAL. \$200,000.00

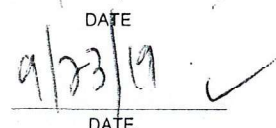

RECEIVER'S SIGNATURE Certifying that the above
Goods or services has been received


DATE 9/23/19

PARTIAL ☒

FINAL ☐


BUDGET MANAGER'S SIGNATURE Certifying Receipt
and that all regulations set forth by the Finance


DATE 9/23/19


9/23/19



Invoice Exhibit

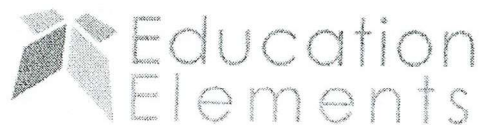
Description of work CLASSROOM TECH ASSESSMENT
VENDOR NAME EDUCATION ELEMENTS INC
CONTRACT DATE 3/6/19 - 12/31/19
if applicable, start date of contract

PO NO. 217595
PO AMT. 275,000.00
PO BAL. 200,000.00
SR. DIR. MG

PO amount includes all amendments either increase or decrease. Also adjust the line amounts below.

Budget Code		PO Line 1		PO Line 2		PO Line 3		Invoice Ta			
Starting PO Amt. per Line		04,6400,862,529,0745,0810						-			
Change Order #1		\$		\$		\$		-			
Change Order #2		\$		\$		\$		-			
Change Order #3		\$		\$		\$		-			
Total Amount Encumbered		\$		\$		\$		-			
Invoice Date	Invoice #	Invoice Amount	Subtotal	Invoice Amount	Subtotal	Invoice Amount	Subtotal	2.5% Tax	Total Invoice Amt.	PD	Processed
9/17/2019	1836	\$ 75,000.00	\$ 200,000.00		\$ -		\$ -		\$ 75,000.00		9/18/2019
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Education Elements, Inc.
NEW PAYMENT ADDRESS:
PO Box 841534, Dallas, TX
75284-1534
(650)517-3601
receivables@edelements.com



INVOICE

BILL TO

Wake County Public School
System
5625 Dillard Drive
Cary, NC 27518

PAID

INVOICE # 1836

DATE 09/17/2019

DUE DATE 10/17/2019

TERMS Net 30

P.O. NUMBER

217595

DESCRIPTION

AMOUNT

Project Management Assistance

75,000.00

- Completed bi-weekly virtual check-in calls between March and August
- Developed a project canvas to guide scope, schedule activities and tasks

Strategy/Think Tank Sessions to support Student Device + Staff Device rollout with TSD Project Team:

- March 14th: In this half-day session TSD Leaders reviewed the project overview and calendar, identified data for student device needs / readiness framework and highlighted gaps.
- May 1st: In this half day session TSD leads came together to draft a project canvas. We introduced the prioritization framework of need v. readiness to help group like schools.
- June 4th: In this hour and a half meeting we clarified our tasks, timeline, rough order of magnitude cost model and deliverables over the next few months.
- June 28th: In this hour and a half meeting we brainstormed ways we could support staff device rollout. We finalized Principal Survey questions and TWC questions.
- July 29th: In this half-day session TSD leaders came together to complete an empathy exercise around communications, device ordering and distribution. We reviewed trends
we noticed from the activity and then completed an ideation and prototype based on the trends.
- August 20th: In this hour and a half meeting we prioritized feedback on the data spreadsheet to leverage available data to interpret the needs of schools, clarified categories,
then modeled/assigned weighing in each category to align your deeper in-person knowledge to validate a data model. We also started the important discussion on milestones
and inputs for staff devices to help think about the next steps in order for the distribution of staff devices around Thanksgiving.
- Sept 4th: In this half-day session we completed a Timeline for staff devices including key dates (with some backup dates) and discussed questions related to the Milestones and

DESCRIPTION

AMOUNT

Actions sheet. We determined workstreams and named owners. We finalized the need and readiness percentages, tested assumptions for different data fields and highlighted areas for data validation/verification.

Completed Data Collection, Analysis and Needs and Readiness Assessment Data Spreadsheet

- Collected data from over 10 sources to create a robust needs / readiness analysis for each of the 190 schools to guide classroom technology and student device rollout scope and schedule.

**PLEASE NOTE THAT OUR ADDRESS
FOR PAYMENTS HAS CHANGED**

BALANCE DUE

\$75,000.00

Please remit all payments to:
Education Elements, Inc.
PO Box 841534
Dallas, TX 75284-1534

WAKE COUNTY PUBLIC SCHOOL SYSTEM
Contract Routing Form 1950

Type of Contract:

Service Agreement: Version 1, 2, or 3

FINANCE / ACCOUNTING

Person to Call for Pick up: Keith Cooper

Phone: 919-694-0111

Name of Contract: Education Elements, Inc.

If Change Order - (Amount +/-):

Total Contract Amount: \$ 275,000.00

Board Action: (Required at \$100,000) ☒ Yes ☐ No

Board Meeting Date: 03/05/2019

Budget Code: 04-6400-862-529-0745-0810

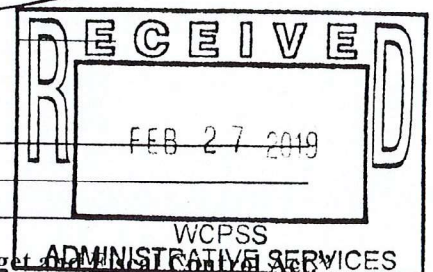
Items of Special Note: Professional services contract to develop an actionable roadmap for the assessment, purchase, and roll out of classroom technology utilizing bond allocations for annual technology purchases. Term will run 3/6/19-12/31/19. Services invoiced monthly. PO 217595 to be utilized.

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
Administrator (\$2,500 - \$9,999 and All MOAs)		
Fiscal Administrator (\$2,500 and up and all MOAs)	<u>gfw</u>	<u>2/21/19</u>
Assistant Superintendent or Area Superintendent (\$10,000 - \$99,999 and all MOAs)		
Chief Officer (\$100,000+ and All MOAs)	<u>mg</u>	<u>2/21/19</u>

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

	Initial	Date
Risk Management (Insurance Review)	<u>gls</u>	<u>2/21/19*</u>
Finance Officer *	<u>ME</u>	<u>2/26/19</u>
Chief Operating Officer (Required at \$100,000 +)	<u>ON</u>	<u>3/1/19</u>
School Board Attorney (As required by the Chief Officer or Superintendent)		
Comments:		



* The Keith Cooper catching COI date gfw.

* "This instrument has been preaudited in the manner required by the School Budget and Administrative Services G.S. 115C-441(a).
* confirmed w/Facilities Please confirm it is the cash portion it is part of cash portion with CIP being requested. On this date