

## ATTACHMENT 2

**Are you offering “back office services” to school districts? Back office services could include such things as business operations, payroll, accounts receivable, accounts payable, purchasing, investment services, etc. If yes, and you do not provide these services through your ESA employees, who do you use as your subcontractor?**

**Mariposa County, CA:** All service provided to schools is direct service from our District Office and an indirect cost is deducted to support the business function.

**Napa County Superintendent of Schools, CA:** We do provide back office services using our employees.

**Plumas County Office of Education, CA:** Our COE does offer support to our only district. However, it is unusual as we serve as both the County and District office. We just ensure we bill our services to district time.

**San Luis Valley BOCES, CO:** Looking into the possibility.

**AEA 11, IA:** We do not offer back office services at this time but we plan to in the future. We have undergone an agency transformation and this is part of what’s next.

**Grant Wood Area Education Agency, IA:** We provide our own services payroll, accounting, finance, student scheduling, student assessment. We partner with Pearson Learning in making PowerSchool available through us to Iowa schools.

**Shore Educational Collaborative, MA:** No, it is in area that we are looking seriously at providing.

**Eastern Upper Peninsula ISD, MI:** EUPISD does provide back office services. We consider any and all requests from our LEAs and submit a proposal for cost to them based on what their requests indicate. We do not sub contract for this work, rather use our own employees to complete it. We feel that the increased capacity that our agency can provide vs. the small school atmosphere where one person frequently is in charge of many operations is an advantage and we can continue service without lapse should a person be off. We also can complete the work without the daily interruptions that occur at the LEA.

**Marquette-Alger RESA, MI:** Through our ESA employees.

**Sanilac ISD, MI:** Payroll by our employees – not all districts use the service

**Washtenaw ISD, MI:** ESA employees with remote technology

**Educational Service Unit #6, NE:** We considered this option and would like to consider it further.

**Educational Service Unit # 13, NE:** ESU 13 offers a cooperative purchasing project for all its member districts. This allows school districts to purchase furniture, equipment, supplies, materials, food service supplies, etc., at reduced costs because of bulk purchasing. This project is administered through Educational Service Unit No. 17 in Ainsworth, NE.

**Educational Service Unit # 16, NE:** Coop purchase of supplies and equipment (through ESU #17)

**Navajo County Schools, NM:** Our small county ESA has only been doing this for two of the districts associated with our office. We have received some requests over the past couple of months and are looking at the data to see if it could be cost effective for us to do this on a larger scale for districts, for a fee.

**Franklin-Essex-Hamilton BOCES, NY:** We provide using ESA employees

**GST BOCES, NY:** As a BOCES we provide direct services to our districts.

**Orleans/Niagara BOCES, NY:** Currently under consideration across New York.

**Medina County Schools' ESC, OH:** We provide personnel to several of our districts who work in the treasurer's of HR offices of the member school district.

**Clackamas ESD, OR:** Payroll and Business Manager Services provided by employees; Business Software Assistance provided by independent contractors.

**Malheur ESD Region 14, OR:** We simply agree to provide fiscal service to the school districts for approximately one half of their current cost to begin the contract. Some of this information is in our "Annual Report" to the state.

**Capital Area Intermediate Unit 15, PA:** The CAIU provides a variety of back office services for school districts, including hosting comprehensive and integrated software for financial services and human resources, software for assigning substitute teachers, technology administration and medical access billing. The services are provided through CAIU employees. Software packages used are purchased from external vendors or in some cases developed and supported in house.

**Central Susquehanna IU 16, PA:** CSIU uses its own employees and sub contracts for some back office support when outside expertise is needed.

**Lincoln Intermediate Unit 12, PA:** We service 25 school districts, 2 vocational technical schools, 30 PA counties for Migrant Ed Services and over 8,000 non-public students. Geographically we are the size of the State of Delaware. Please see Attachments 4 and 5 our 2007 and 2008 Cost Saving letters.

**ESC 12, TX:** We use ESC 12 Waco, TX staff which includes CPA's and experienced accountants. We have also intervened at the request of 2 of our LEA's and are providing fiscal oversight instead of TEA assigning state monitors. This is a growth area for our agency.

**Region 10 Education Service Center, TX:** We do provide a job applicant tracking system, consulting assistance for budgeting and finance operations, printing services and

business/student accounting systems. However, we don't think that these fit the classic description of "back office" services. There is not a strong demand for back office services among our client districts at the present time. If a district does need these services, we refer them to our neighboring service center which provides them. We ourselves will gear up to offer them if enough of our districts develop a need.

**Region 11 Education Service Center, TX:** ESA employees

**ESD 13, WA:** We provide payroll, accounts payable, monthly reconciling, budgeting, and year-end closing services to districts under 100 FTE.

We provide accounting and student information software, computer systems, training, and software support through a state-wide ESA cooperative. See [www.wsipc.org](http://www.wsipc.org) for state-wide details.

Through funding from the state, we provide business consulting, statutory and rule interpretation for fiscal issues, and liaison services to all school districts.

**CESA #10, WI:** We do not offer back office services although we have talked about it several times and think it is an area we would like to explore.

**CESA #11, WI:** We only provide cooperative purchasing services to member districts. Other business office operations are provided on an emergency/interim basis, if requested.