



Executive Director/Business Manager Report March 14, 2024

Membership:

Current Institutional Members: 110 + 27 Small Institutional -- 137 Total

Current Individual Members: 623

Life Members - 34

Corporate/Vendor Members: 15

- Corporate/Vendor Member Directory webpage at: <http://www.actem.org/page-1752489>

First-Year Educators - 3

ACTEM Membership Year - July 1st through June 30th annually.

ALL MEMBERSHIPS are up for renewal annually on July 1st.

Financials:

Financial Reports are posted online under the [meeting reports](#) link on ACTEM website.

Financials as of Feb. 29, 2024:

- Membership income - \$19.9K
- Total Conference Income - \$128.6K
 - Fall Conference - \$5K Profit
 - Spring Leadership Income - \$17K (as of Feb 29th)
- AI Summit - \$5.5K profit (To be split 50/50 with METDA)
- Software Commissions - \$13.6K
- Gross sales of software/hardware - \$633.7K
- Profit/Loss Report is showing a profit of \$101K through Feb. 29, 2024

Balance Sheet Account Assets as of Feb. 28, 2024:

KeyBank Checking	\$ 25,057.00
KeyBank Savings	\$ 20,513.97
Maine Community Foundation	\$ 306,498.71
Total Bank Account Assets	\$ 352,069.68

FINAL REPORT • ACTEM's 2022-23 Fiscal Year:

- Annual Report appeared in the March Newsletter & is also linked in meeting reports
- Financial Review completed by PGM Accounting (posted in meeting reports)
- FY 2022-23 Income – \$988K
- FY 2022-23 Expenses – \$311K + Cost of Goods Sold - \$667 = \$978K
- FY 2022-23 - Income – Expenses \$988K - \$978K = \$10K
- FY 2022-23 Profit – \$10K + \$18K (Maine Community Foundation Gain) = \$28K
- FY 2022-23 End of Year Assets
 - Keybank Checking – \$ 31,008.79
 - KeyBank Savings – \$ 35,288.21
 - Maine Community Foundation – \$ 294,553.16
 - **TOTAL ASSETS FY 2022-23 – \$ 360,850.16**
- IRS Form 990 – Ready to be filed within the IRS

Software/Hardware News:

Check out the [Purchasing Consortium information sheet](#) on the ACTEM website

Remember: Purchasing from ACTEM helps support the mission of the association and supports programs like the PD reimbursement program, etc.

ACTEM Institutional Membership is required for the Purchasing Consortium.

Vita-Learn 4-State Purchasing Consortia

Consortia purchases through ACTEM will have your PO's & payments to ACTEM

- **Seesaw**
 - 2024-25 pricing will be \$6 per license & requiring **100 license minimum**
 - All districts that purchased 3-year plans will need to renew
 - Seesaw Instruction & Insights \$7.45 (includes more admin data dashboard)
- **Kami -**
 - 2024-25 pricing is \$2.75/license
 - Term Date: Aug. 1, 2024, through July 31, 2025
- **WeVideo Interactive (INCLUDES WeVideo & PlayPostIt)**
 - 2024-25 Pricing is \$6.00 per seat
 - WeVideo is no longer available stand-alone
- **Vita-Learn Consortia purchases require you to complete a form** on the Vita-Learn website. That form contains information needed to activate your subscription/s
- Check the Vita-Learn website for the many vendors that are part of the purchasing consortium: <https://vita-learn.org/purchasing-consortia/>

Vita-Learn Login info - No cost for ACTEM Members (Use Coupon Code: inst-actem-23)

Jeff Mao of Vita-Learn is collecting all subscription information on their website

Three Biggest ACTEM Vendors

Adobe

- Adobe individual subscription-based licensing
 - ACTEM manages over 300 individual Adobe CC subscriptions & 60+ Site licenses
- Adobe Site licensing - Shared Device or Named User - \$2,500.00 pricing.
 - Site licenses all have custom renewal dates
- ACTEM can also offer Adobe Sign Licensing - Contact the ACTEM office for pricing

Microsoft

- Select Plus Perpetual Licensing - For registered districts
 - Microsoft has moved to the 365 Admin Center for Volume Licensing
 - Microsoft EES subscription-based licensing based on staff counts

Sophos

- Sophos MDR Managed Detection & Response
 - Contact the ACTEM office to get connected with a Sophos technical salesperson or for quotes. ACTEM offering pricing at the 5,000+ range
 - New Sophos rep and new business system have resulted in delayed response and my ability to create quotes

Kajeet Hotspots & Plans

- Save 5% by ordering through ACTEM - Contact ACTEM for quotes.

Several Vendor Partnerships

- **CDW-G** - Free shipping
- **ClassLink** - Provides single sign-on into web and Windows applications, and instant access to files at school and in the cloud. Contact Fred Wolfe – fred.wolfe@classlink.com
- **Newslea** - ACTEM Member Schools & Districts can subscribe to Newsela and Save between 15% off list price. Newsela is ordered directly. Contact Meghan Kennedy-Martin – meghan.kennedy-martin@newsela.com

Email Contact Request: If your district has a dedicated email for accounts payable, please send that to me so I may add it to QuickBooks. This will allow me to get invoices to the correct person in your district.

Other Items:

Newsletter:

The [March 2024 Newsletter](#) is out and available on the website

June newsletter copy is due May 15th

Please send any newsletter articles, announcements, summer PD opportunities, photos, etc. to director@actem.org

ACTEM 2024 Spring Leadership Conference - May 6, 2024

- Holiday Inn by the Bay - Portland, ME
- Theme: Cybersecurity in Education
- Keynotes:
 - Doug Levin - Co-founder and national director of the K12 Security Information eXchange (K12 SIX), a national non-profit dedicated solely to helping schools protect themselves from emerging cybersecurity threats.
 - Karl Ackerman - Distinguished Product Manager at Sophos for endpoint protection.
- Conference program and schedule are available on ACTEM website at this link: <https://www.actem.org/SpringLeadershipConference>
- Registration is \$80 for ACTEM members and \$100 non-members at this link: <https://www.actem.org/event-5565362>

ISTELive 24

- **ISTELive 2024 Conference** is in Denver, CO on June 23-26, 2024
 - Early Bird pricing is available through May 1st
 - Register Here: https://conference.iste.org/2024/registration/register/00_login.php
 - There is an **In-person & Virtual** registration option for ISTELive 24
 - ISTE Conference registrations are eligible for ACTEM's PD reimbursement program
 - Receive \$400 towards your registration
 - ACTEM PD Reimbursement information can be found at this link: <https://www.actem.org/ACTEM-PD>

ACTEM 2024 Fall Conference

- The Fall Conference sometimes is before the Indigenous People's Day and sometimes after
- ACTEM is locked into the 2nd Thursday & Friday of October with the Augusta Civic Center
- In 2024 the conference is before Indigenous People's Day
- We know that is sometimes a workshop day for many districts
- ACTEM has discounts on registration if you want to bring a group of staff to the conference
- Contact me for details on the group pricing

Future Business Meeting Dates:

- May 9, 2024

Save the Date:

ACTEM Fall 2024 Conference - Oct. 10-11, 2024
Augusta Civic Center - Augusta, ME

Don't Forget Attendance sign-up at www.actem.org