

**BOARD OF EDUCATION OF HARFORD COUNTY**  
**INFORMATIONAL REPORT**  
**DECISION ON PURCHASE OF COPYRIGHTED MATERIAL**

**FEBRUARY 22, 2021**

Background Information:

The Purchasing Department is requesting approval to make purchases from Heinemann Publishers, a division of Greenwood Publishing Group, LLC., P.O. Box 6926, Portsmouth, New Hampshire 03802, to provide copyrighted instruction materials.

The total annual expenditure is expected to be in excess of \$100,000. The purchases will be made on an as-needed basis. For any single purchase exceeding \$100,000, board approval will be requested.

Discussion:

Heinemann provides a multitude of materials of instruction, books, and reading materials, including the Units of Study classroom libraries, virtual teaching resources and the Lucy Calkins classroom materials. Due to large orders throughout the year for the entire district, the annual expenditure is expected to exceed \$100,000.

According to the Purchasing Manual, certain services may be exempt from the competitive process, which includes copyrighted materials.

The majority of purchases will be funded by the operating budget; however, when appropriate, grant and capital funds may be used as well.

Superintendent's Recommendation:

The Superintendent of Schools recommends that the Board of Education approve the purchases through Heinemann Publishers, a division of Greenwood Publishing Group, LLC.