



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 7000942  
Date 7/11/2019  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Laurene Friesz  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### PO#

web2005651

### Billing Contact

### Shipping Method

UPS Ground (UPS)

### Sales Rep

Noah Koritz

Item	Description	Start Date	End Date	QTY	Rate	Amount
100871	Second Step Grade 1 SEL Classroom Kit			1	\$459.00	\$459.00

Subtotal \$459.00

Discount

Shipping & Handling \$0.00

Tax Total (%) \$0.00

**TOTAL** \$459.00

Amount Paid \$459.00

**AMOUNT DUE** \$0.00

Please remit in US Funds.

PAID

**From:** [Second Step](#)  
**To:** [Laurie Friesz](#)  
**Subject:** Order Confirmation [Order 2005997] from the Second Step Store  
**Date:** Thursday, August 1, 2019 11:37:57 AM



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2005997

**Order Date:** August 01, 2019

**Payment:** \$459.00

**Credit Card Type:** Organization

**Shipping Option:** UPS Ground (5–10 business days) Free

**Billing Information:** Laurene Friesz  
806 N Washington St  
Bismarck, ND, 58501-3623  
701-323-4138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

**Shipping Information:** Kristi Griffin  
3320 McCurry Way  
Lincoln, ND, 58504  
701-323-4310  
[kristi\\_griffin@bismarckschools.org](mailto:kristi_griffin@bismarckschools.org)

Product #	Item	Product Price	Quantity	Item Price
100870	<a href="#">Second Step Kindergarten Classroom Kit</a>	\$459.00	1	\$459.00





2815 Second Avenue, Suite 400  
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## Invoice

Invoice # 2004026  
Date 8/23/2019  
Customer ID 10123666  
Sales Order # 3398924

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Mike Yantes  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Terms

Net 30

### Due Date

9/22/2019

### PO#

### Billing Contact

### Shipping Method

UPS Ground (UPS)

### Sales Rep

Noah Koritz

Item	Description	Start Date	End Date	QTY	Unit Price	Amount
900630	Second Step Middle School: 3-Year Schoolwide	12/4/2019	12/4/2022	3	\$6,599.00	\$19,797.00

Renewing Subscription ID: 80002327

Subtotal \$19,797.00  
Discount (\$1,979.70)  
Shipping & Handling \$0.00  
Tax Total (%) \$0.00

**TOTAL** \$17,817.30

Amount Paid \$17,817.30

**AMOUNT DUE** \$0.00

Please remit in US Funds.

Make check payable to: Committee for Children

**PAID**

# Second Step Store Receipt

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- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

## Order

---

Order Number: 2006704  
Order Date: September 10, 2019  
Your Name: Roberta Nyhus  
Your Email: [roberta\\_nyhus@bismarckschools.org](mailto:roberta_nyhus@bismarckschools.org)

## Payment

---

Total: \$29.00  
Credit Card Type: Organization

## Billing Information

---

Roberta Nyhus  
Bismarck Public Schools  
806 N Washington St  
Bismarck, ND 58501-3623  
US  
7013234320  
[roberta\\_nyhus@bismarckschools.org](mailto:roberta_nyhus@bismarckschools.org)

## Shipping Information

---

Roberta Nyhus  
Liberty Elementary School  
5400 Onyx Drive  
Bismarck, ND 58503  
US  
7013234320  
roberta\_nyhus@bismarckschools.org

Products Ordered

Product	Total	
K-5 Staff Lanyards with Skill Reinforcement × 1		\$29.00
	Sub Total	\$29.00
	Shipping	UPS Ground (5-10 business days) Free
	Estimated Tax	\$0.00
	Total	\$29.00

Thank you,

The Second Step Team at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

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## Second Step Store Receipt

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- Spanish translations

### Order

---

Order Number: 2007401  
Order Date: November 14, 2019  
Your Name: Wendy Schmaltz  
Your Email: [wendy\\_schmaltz@bismarckschools.org](mailto:wendy_schmaltz@bismarckschools.org)

### Payment

---

Total: \$181.90  
Credit Card Type: Organization

### Billing Information

---

John Alstad  
Miller Elementary  
1989 N 20th St  
Bismarck, ND 58501  
US  
7013234170  
[wendy\\_schmaltz@bismarckschools.org](mailto:wendy_schmaltz@bismarckschools.org)

### Shipping Information

---

John Alstad  
Miller Elementary  
1989 N 20th St  
Bismarck, ND 58501  
US  
7013234170  
wendy\_schmaltz@bismarckschools.org

## Products Ordered

---

Product	Total
Second Step Early Learning Poster and Card Pack × 3	\$108.00
Puppy and Snail Puppet Set × 1	\$62.00
Sub Total	\$170.00
Shipping	UPS Ground (5–10 business days) Free
Estimated Tax	\$11.90
Total	\$181.90

Thank you,

**The Second Step Team** at Committee for Children  
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## Cash Sale

Cash Sale # 9001570  
Date 12/3/2019  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Cathy Bauman  
Bismarck Public Schools  
716 West Saint Benedict  
Bismarck ND 58501  
United States

### PO#

web2007484

### Billing Contact

### Shipping Method

UPS Ground (UPS)

### Sales Rep

Noah Koritz

Item	Description	Start Date	End Date	QTY	Rate	Amount
113080	Second Step SEL K-5 Pocket Folders (30 pack)			2	\$32.00	\$64.00

Subtotal \$64.00

Discount

Shipping & Handling \$0.00

Tax (%) \$0.00

**TOTAL** \$64.00

Amount Paid \$64.00

**AMOUNT DUE** \$0.00

Please remit in US Funds.

PAID

01-068-040-261-1000-600-00

Title 1 Supplies / Second Step Folders



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## Cash Sale

Cash Sale # 9001734  
Date 1/3/2020  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Carol Pittman  
Sunrise Elementary  
3800 Nickerson Ave  
Bismarck ND 58503-5608  
United States

PO#	Billing Contact	Shipping Method	Sales Rep
web2007616	Carol Pittman	UPS Ground (UPS)	Noah Koritz

Item	Description	Start Date	End Date	QTY	Rate	Amount
113018	Second Step Grades K-5 Staff Lanyards w/ SEL Cards (10 pack)			6	\$29.00	\$174.00

Subtotal \$174.00  
Discount  
Shipping & Handling \$0.00  
Tax (%) \$0.00

**TOTAL \$174.00**

Amount Paid \$174.00

**AMOUNT DUE \$0.00**

Please remit in US Funds.

PAID



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**orders@cfchildren.org**

## Cash Sale

Cash Sale # 9001806  
Date 1/13/2020  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

RITA BERGQUIST  
Solheim Elementary  
325 Munich Drive  
Bismarck ND 58504  
United States

### PO#

web2007682

### Billing Contact

### Shipping Method

UPS Ground (UPS)

### Sales Rep

Noah Koritz

Item	Description	Start Date	End Date	QTY	Rate	Amount
106111	Second Step SEL K-5 Extra Talk-It-Over Tool			1	\$49.00	\$49.00
106110	Second Step SEL K-5 large hallway poster set			1	\$65.00	\$65.00
113018	Second Step Grades K-5 Staff Lanyards w/ SEL Cards (10 pack)			3	\$29.00	\$87.00
306002	Second Step Child Protection Grades 1-3 Posters and Cards			1	\$28.00	\$28.00

Subtotal \$229.00

Discount

Shipping & Handling \$0.00

Sales Tax (%) \$0.00

**TOTAL \$229.00**

Amount Paid \$229.00

**AMOUNT DUE \$0.00**

Please remit in US Funds.

# Second Step Store Receipt

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- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

## Order

---

Order Number: 2007760

Order Date: January 23, 2020

Your Name: Rita Bergquist

Your Email: [rita\\_bergquist@bismarckschools.org](mailto:rita_bergquist@bismarckschools.org)

## Payment

---

Total: \$38.52

Credit Card Type: Organization

## Billing Information

---

Rita Bergquist  
Solheim Elementary  
806 N Washington St  
Bismarck, ND 58501  
US  
7013234260  
[rita\\_bergquist@bismarckschools.org](mailto:rita_bergquist@bismarckschools.org)

## Shipping Information

---

Rita Bergquist  
Solheim Elementary  
325 Munich Dr  
Bismarck, ND 58504  
US  
7013234260  
rita\_bergquist@bismarckschools.org

Products Ordered

Product			Total
Second Step Grades 2 and 3 Poster and Card Pack × 1			\$36.00
Sub Total			\$36.00
Shipping		UPS Ground (5–10 business days)	Free
Estimated Tax			\$2.52
Total			\$38.52

Thank you,

The Second Step Team at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

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[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9003284  
Date 8/28/2020  
Customer ID 10128982

### Bill To

Robert Place Miller Elem Sch  
1989 N 20th St  
Bismarck ND 58501-2396  
United States

### Ship To

John Alstad  
Robert Place Miller Elem Sch  
1989 N 20th St  
Bismarck ND 58501-2396  
United States

PO#	Billing Contact	Shipping Method	Sales Rep
web2008988		UPS Ground (UPS)	Noah Koritz

Item	Description	Start Date	End Date	QTY	Rate	Amount
113018	Second Step Grades K-5 Staff Lanyards w/ SEL Cards (10 pack)			8	\$29.00	\$232.00

Subtotal \$232.00

Discount

Shipping & Handling \$0.00

Sales Tax (%) \$0.00

**TOTAL** \$232.00

Amount Paid \$232.00

**AMOUNT DUE** \$0.00

Please remit in US Funds.

**From:** [Second Step](#)  
**To:** [Laurie Friesz](#)  
**Subject:** Order Confirmation [Order 2008762] from the Second Step Store  
**Date:** Wednesday, August 12, 2020 12:10:39 PM



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

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- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2008762

**Order Date:** August 12, 2020

**Payment:** \$469.74

**Credit Card Type:** Organization

**Shipping Option:** UPS Ground (5–10 business days) Free

**Billing Information:** Laurene Friesz Laurene Friesz  
806 N. Washington  
Bismarck, ND, 58501  
701-323-4138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

**Shipping Information:** Laurene Friesz Laurene Friesz  
806 N. Washington  
Bismarck, ND, 58501  
701-323-4138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

Product #		Item	Product Price	Quantity	Item Price
100875		<a href="#">Second Step Grade 5 Classroom Kit</a>	\$439.00	1	\$439.00





## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2008900  
Order Date: August 21, 2020  
Your Name: Laurie Friesz  
Your Email: [laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

### Payment

---

Total: \$463.15  
Credit Card Type: Organization

### Billing Information

---

Laurene Friesz  
Bismarck Public Schools  
806 N. Washington  
Bismarck, ND 58501  
US  
701-323-4138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

### Shipping Information

---

Alexis Joseph  
Bismarck Public Schools  
5316 Mica Dr  
Bismarck, ND 58503-5697  
US  
701-226-3485  
Alexis\_Joseph@bismarckschools.org

Products Ordered

Product	Total	
Second Step Grade 5 Classroom Kit × 1		\$439.00
	Sub Total	\$439.00
	Shipping	UPS Ground (5–10 business days) Free
	Estimated Tax	\$24.15
	Total	\$463.15

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

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- Streaming lesson media and digital lesson materials
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- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2008969  
Order Date: August 26, 2020  
Your Name: Laurie Friesz  
Your Email: [laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

### Payment

---

Total: \$488.84  
Credit Card Type: Organization

### Billing Information

---

Laurene Friesz  
Bismarck Public Schools  
806 N Washington St  
Bismarck, ND 58501-3623  
US  
7013234138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

### Shipping Information

---

Danielle Klein  
Bismarck Public Schools  
3320 McCurry Way  
Bismarck, ND 58504-9349  
US  
701-323-4310  
Danielle\_Klein@bismarckschools.org

Products Ordered

Product	Total	
Second Step Grade 1 Classroom Kit × 1		\$459.00
	Sub Total	\$459.00
	Shipping	UPS Ground (5–10 business days) Free
	Estimated Tax	\$29.84
	Total	\$488.84

Thank you,

**The Second Step Team** at Committee for Children  
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800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9003327  
Date 9/1/2020  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Tara Renner  
Miller Elementary  
1989 N 20th Street  
Bismarck ND 58501  
United States

### PO#

web2009018

### Billing Contact

### Shipping Method

UPS Ground (UPS)

### Sales Rep

Noah Koritz

### Item

### Description

### Start Date

### End Date

### QTY

### Rate

### Amount

106072

Second Step SEL Grades 2-3 Poster and  
Card Pack

1

\$36.00

\$36.00

Subtotal

\$36.00

Discount

Shipping & Handling

\$0.00

Sales Tax (%)

\$0.00

**TOTAL**

**\$36.00**

Amount Paid

\$36.00

**AMOUNT DUE**

**\$0.00**

Please remit in US Funds.



Check out our back-to-school supports  
and other free COVID-19 response  
resources:

[secondstep.org/covid19support](https://secondstep.org/covid19support)

Our new program site is up! [Get tips for  
logging in](#)



Programs ▼

Learn More ▼

Purchase ▼

Help ▼

Order #2009511

Order #2009511 was placed on **October 21, 2020** and is currently **Processing**.

## Second Step Store Receipt

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- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

**Thank you for your order. We're excited to partner with your school or organization.** A confirmation email has been sent. You can also [print this page](#) for your records.

Order

Order Number: 2009511  
Order Date: October 21, 2020  
Your Name: Renae Wilke  
Your Email: renae\_wilke@bismarckschools.org

## Payment

Total: \$694.44  
Credit Card Type: Organization

## Billing Information

Renae Wilke  
BECEP/Bismarck Public Schools  
720 N 14th St  
Bismarck, ND 58501  
US  
7013234401  
renae\_wilke@bismarckschools.org

## Shipping Information

Renae Wilke  
BECEP/Bismarck Public Schools  
720 N 14th St  
Bismarck, ND 58501  
US  
7013234401  
renae\_wilke@bismarckschools.org

## Setup Administrator Information

Setup Administrator Name: Renae Wilke

Setup Administrator Email: [renae\\_wilke@bismarckschools.org](mailto:renae_wilke@bismarckschools.org)

## Products Ordered

Product	Total	
Early Learning Second Step Program + Child Protection Unit Bundle × 1		\$649.00
	Sub Total	\$649.00
	Shipping	UPS Ground (5-10 business days) Free
	Estimated Tax	\$45.44
	Total	\$694.44

Thank you,

**The Second Step Team** at Committee for Children  
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Setup Administrator Email: [renae\\_wilke@bismarckschools.org](mailto:renae_wilke@bismarckschools.org)

## Products Ordered

Product	Total
Early Learning Second Step Program + Child Protection Unit Bundle x 1	\$649.00
Sub Total	\$649.00
Shipping	UPS Ground (5-10 business days) Free
Estimated Tax	- Refund → \$45.44
Total	\$694.44

Thank you,

The Second Step Team at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

Second  
Step

Committee  
for  
Children

**Shipping Option:** UPS Ground (5-10 business days) Free

**Billing Information:** Moses Elementary  
806 N Washington Street  
Bismarck, ND, 58501  
7013234180  
kristin\_meidinger@bismarckschools.org

**Shipping Information:** Kristin Meidinger  
1312 Columbia Drive  
Bismarck, ND, 58504  
7013234180  
kristin\_meidinger@bismarckschools.org

Product #	Item	Product Price	Quantity	Item Price
113018	 <u>K-5 Staff</u> <u>Lanyards with</u> <u>Skill</u> <u>Reinforcement</u>	\$232.00	8	\$232.00

**Product total:** \$232.00

**Discounts & Coupons:** \$0.00

**Sub Total:** \$232.00

**Shipping:** \$0.00

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- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2009770

Order Date: December 4, 2020

Your Name:

Your Email:

### Payment

---

Total: \$437.64

Credit Card Type: Organization

### Billing Information

---

Laurene Friesz  
Bismarck Public Schools  
806 N. Washington  
Bismarck, ND 58501  
US  
701-323-4138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

# Shipping Information

---

Jenna Lahr  
Pioneer School  
1400 E. Braman Ave  
Bismarck, ND 58501  
US  
701-323-4220  
jenna\_lahr@bismarckschools.org

# Products Ordered

---

Product	Total	
Second Step Grade 2 Classroom Kit × 1		\$409.00
	Sub Total	\$409.00
	Shipping	UPS Ground (5–10 business days) Free
	Estimated Tax	\$28.64
	Total	\$437.64

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

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2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9004286  
Date 1/4/2021  
Customer ID 10133567

### Bill To

Northridge Elem School  
1727 N 3rd St  
Bismarck ND 58501-1702  
United States

### Ship To

Moni Krantz  
Northridge Elem School  
1727 N 3rd St  
Bismarck ND 58501-1702  
United States

### PO#

Web2009843

### Billing Contact

### Shipping Method

UPS Ground (UPS)

### Sales Rep

Joany Higgins

Item	Description	Start Date	End Date	QTY	Rate	Amount
106110	Second Step SEL K-5 large hallway poster set			1	\$65.00	\$65.00

Subtotal \$65.00

Discount

Shipping & Handling \$0.00

Sales Tax (%) \$0.00

**TOTAL** \$65.00

Amount Paid \$65.00

**AMOUNT DUE** \$0.00

Please remit in US Funds.





Check out our back-to-school supports and other free  
COVID-19 response resources:  
[secondstep.org/covid19support](https://secondstep.org/covid19support)



Programs ▾

Learn More ▾

Purchase ▾

Help ▾

## Order #2009920

Order #2009920 was placed on **January 13, 2021** and is currently **Processing**.

# Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations



**Thank you for your order. We're excited to partner with your school or organization.** A confirmation email has been sent. You can also **[print this page](#)** for your records.

## Order

Order Number: 2009920



Order Date: January 13, 2021

Your Name:

Your Email:

## Payment

Total: \$62.06

Credit Card Type: Organization

## Billing Information

CAROL PITTMAN

Bismarck Public School Distric

806 N Washington St

Bismarck, ND 58501

US

7013234300

carol\_pittman@bismarckschools.org

## Shipping Information

Carol Pittman

Sunrise Elementary/Bismarck Public Schoo

3800 Nickerson Ave

Bismarck, ND 58503-5608

US

7013234300

carol\_pittman@bismarckschools.org

## Products Ordered

Product

Total

## Products Ordered

Product

Total

K-5 Staff Lanyards with Skill Reinforcement × 2

\$58.00

Sub Total

\$58.00

Shipping

UPS Ground (5-10 business days) Free

Estimated Tax

~~\$4.06~~

Total

~~\$62.06~~

Thank you,

**The Second Step Team** at Committee for Children

support@secondstep.org | 800-634-4449, ext. 1 | 206-343-1223

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# Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

## Order

---

Order Number: 2010148

Order Date: March 4, 2021

Your Name:

Your Email:

## Payment

---

Total: \$1,964.52

Credit Card Type: Organization

## Billing Information

---

Laurene Friesz  
Bismarck Public Schools  
806 N. Washington  
Bismarck, ND 58501  
US  
701-426-5825  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

# Shipping Information

---

Tracy Famias  
Bismarck Public Schools  
806 N. Washington  
Bismarck, ND 58501  
US  
701-323-4138  
laurie\_friesz@bismarckschools.org

# Products Ordered

---

Product	Total	
Second Step Early Learning Classroom Kit × 4		\$1,836.00
	Sub Total	\$1,836.00
	Shipping	UPS Ground (5–10 business days) Free
	Estimated Tax	\$128.52
	Total	\$1,964.52

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

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Seattle, WA 98121-3207 USA  
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[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9004827  
Date 4/23/2021  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Bob Brown  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

PO#	Billing Contact	Shipping Method	Sales Rep
Web2010421		UPS Ground (UPS)	Joany Higgins

Item	Description	Start Date	End Date	QTY	Rate	Amount
100140	Out of School Time Grade K-5 Program			16	\$499.00	\$7,984.00

Subtotal \$7,984.00  
Discount  
Shipping & Handling \$0.00  
Sales Tax (%) \$0.00

**TOTAL** \$7,984.00

Amount Paid \$7,984.00

**AMOUNT DUE** \$0.00

Please remit in US Funds.





2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9004902  
Date 5/6/2021  
Customer ID 10128982

### Bill To

Robert Place Miller Elem Sch  
1989 N 20th St  
Bismarck ND 58501-2396  
United States

### Ship To

John Alstad  
Robert Place Miller Elem Sch  
1989 N 20th St  
Bismarck ND 58501-2396  
United States

PO#	Billing Contact	Shipping Method	Sales Rep
Web2010369		UPS Ground (UPS)	Joany Higgins

Item	Description	Start Date	End Date	QTY	Rate	Amount
100870	Second Step Kindergarten SEL Classroom Kit			1	\$459.00	\$459.00
106110	Second Step SEL K-5 large hallway poster set			2	\$65.00	\$130.00
106070	Second Step SEL Grades K-1 Poster and Card Pack			2	\$44.00	\$88.00
106074	Second Step SEL Grades 4-5 Poster Set			2	\$28.00	\$56.00

Subtotal \$733.00  
Discount  
Shipping & Handling \$0.00  
Sales Tax (%) \$0.00

**TOTAL \$733.00**

Amount Paid \$733.00

**AMOUNT DUE \$0.00**

Please remit in US Funds.



# Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

## Order

---

Order Number: 2010796

Order Date: May 25, 2021

Your Name:

Your Email:

## Payment

---

Total: \$2,412.86

Credit Card Type: Organization

## Billing Information

---

Laurene Friesz  
Bismarck Public Schools  
806 N. Washington  
Bismarck, ND 58501  
US  
7013234138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

## Shipping Information

---

Laurene Friesz

Bismarck Public Schools  
806 N. Washington  
Bismarck, ND 58501  
US  
7013234138  
laurie\_friesz@bismarckschools.org

Products Ordered

Product	Total
Second Step Grade 4 Classroom Kit × 2	\$878.00
Second Step Grade 1 Classroom Kit × 3	\$1,377.00
Sub Total	\$2,255.00
Shipping	UPS Ground (5–10 business days) Free
Estimated Tax	\$157.86
Total	\$2,412.86

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

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---

701-323-4137

[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)

---

**From:** Second Step <support@secondstep.org>

**Sent:** Wednesday, April 28, 2021 11:26 AM

**To:** Bob Brown <bob\_brown@bismarckschools.org>

**Subject:** [External] Order Confirmation [Order 2010462] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

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---

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2010462

**Order Date:** April 28, 2021

**Payment:** \$34.24

**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days) Free

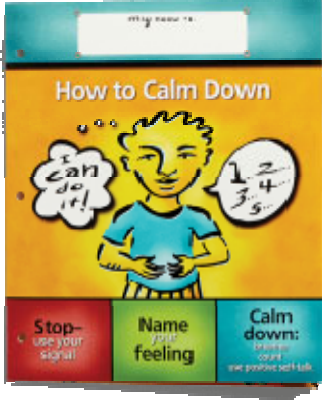
**Billing  
Information:**

BOB BROWN  
Bismarck Public Schools  
Bismarck, ND, 58501–3623  
7013234137  
[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)

**Shipping  
Information:**

BOB BROWN  
Bismarck Public Schools  
Bismarck, ND, 58501–3623  
7013234137  
[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)



Product #		Item	Product Price	Quantity	Item Price
113080		<a href="#">Second Step</a> <a href="#">K-5 Pocket</a> <a href="#">Folders</a>	\$32.00	1	\$32.00

Product total: \$32.00

Discounts & Coupons: \$0.00

---

<b>Sub Total:</b>	<b>\$32.00</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$2.24</b>
<b>Total:</b>	<b>\$34.24</b>

Thank you,

**The Second Step Team** at Committee for Children

[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

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Committee for Children  
2815 Second Avenue, Suite 400, Seattle, WA 98121

**From:** [Second Step](#)  
**To:** [Laurie Friesz](#)  
**Subject:** [External] Order Confirmation [Order 2010916] from the Second Step Store  
**Date:** Tuesday, June 8, 2021 4:23:21 PM

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](#) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2010916

**Order Date:** June 08, 2021

**Payment:** \$437.64

**Credit Card Type:** Organization

**Shipping Option:** UPS Ground (5–10 business days) Free

**Billing Information:** Laurene Friesz  
806 N. Washington  
Bismarck, ND, 58501  
701-323-4138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

**Shipping Information:** Laurene Friesz  
806 N. Washington  
Bismarck, ND, 58501  
701-323-4138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

Product #	Item	Product Price	Quantity	Item Price
100872	<a href="#">Second Step Grade 2 Classroom Kit</a>	\$409.00	1	\$409.00





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Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Quote

Quote # 5016612  
Date 5/27/2021  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Bob Brown  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Requested By

Bob Brown

### Ship To

Bob Brown

### Setup Admin

Name: Bob Brown  
Email:  
[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)

### Entered By

Erika Turner

Item	Description	Months	Start Date	End Date	QTY	Rate	Amount
113018	Second Step Grades K-5 Staff Lanyards w/SEL Cards (10 pack)				50	\$29.00	\$1,450.00

Subtotal \$1,450.00

Discount

Shipping & Handling \$0.00

Sales Tax\* (%) \$0.00

**TOTAL \$1,450.00**

Please remit in US Funds.

Make check payable to: Committee for Children

\*If tax was included in this quote and your organization is state sales tax exempt, email your state sales tax exemption ID and certificate to [orders@cfchildren.org](mailto:orders@cfchildren.org).

Shipping Method: UPS Ground (UPS)

Prices valid for 30 days from quote date.

Please Include quote ID:5016612 on your order to guarantee pricing.



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Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Quote

Quote # 5014363  
Date 4/6/2021  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Mike Yantes  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Requested By

Mike Yantes

### Ship To

Mike Yantes

### Setup Admin

Name: Mike Yantes  
Email:  
[mike\\_yantes@bismarckschools.org](mailto:mike_yantes@bismarckschools.org)

### Entered By

Joany Higgins

Item	Description	Months	Start Date	End Date	QTY	Rate	Amount
904103	Second Step Grades K-8, Multi-Site Pricing, 3-Year Licenses		12/4/2022	12/4/2025	3	\$5,083.00	\$15,249.00

Renewing Subscription ID: 80007090

Subtotal \$15,249.00  
Discount (\$1,524.90)  
Shipping & Handling \$0.00  
Sales Tax\* (%) \$0.00

**TOTAL \$13,724.10**

Please remit in US Funds.

Make check payable to: Committee for Children

\*If tax was included in this quote and your organization is state sales tax exempt, email your state sales tax exemption ID and certificate to [orders@cfchildren.org](mailto:orders@cfchildren.org).

*Paid 6/10/21  
8:43 AM  
Sales order #  
3421017*

*Approved  
Danae Nels  
Behavioral Health*

Shipping Method: UPS Ground (UPS)

Prices valid for 30 days from quote date.

Please Include quote ID:5014363 on your order to guarantee pricing.



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9005612  
Date 6/30/2021  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Laurene Friesz  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

PO#	Billing Contact	Shipping Method	Sales Rep
Web2011078		UPS Ground (UPS)	Joany Higgins

Item	Description	Start Date	End Date	QTY	Rate	Amount
100870	Second Step Kindergarten SEL Classroom Kit			1	\$459.00	\$459.00
100875	Second Step Grade 5 SEL Classroom Kit			1	\$439.00	\$439.00
100871	Second Step Grade 1 SEL Classroom Kit			1	\$459.00	\$459.00

Subtotal \$1,357.00  
Discount  
Shipping & Handling \$0.00  
Sales Tax (%) \$0.00

**TOTAL** \$1,357.00

Amount Paid \$1,357.00

**AMOUNT DUE** \$0.00

Please remit in US Funds.



**Bob Brown**

---

**From:** Second Step <support@secondstep.org>  
**Sent:** Sunday, August 15, 2021 3:36 PM  
**To:** Bob Brown  
**Subject:** [External] Order Confirmation [Order 2011473] from the Second Step Store

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## Second Step Store Receipt

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If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2011473

**Order Date:** August 15, 2021

**Payment:** \$3,406.88


**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days): Free



**Billing Information:** Bob Brown  
806 N Washington St  
BISMARCK, ND, 58501  
701-323-4137  
bob\_brown@bismarckschools.org

**Shipping Information:** Bob Brown  
806 N Washington St  
BISMARCK, ND, 58501  
701-323-4137  
bob\_brown@bismarckschools.org

Product #		Item	Product Price	Quantity	Item Price
100868		<u>Second Step K-5 Principal Toolkit</u>	\$3,184.00	16	\$3,184.00

**Product total:** \$3,184.00

**Discounts & Coupons:** \$0.00

**Subtotal:** \$3,184.00

**Shipping:** \$0.00

**Estimated Tax:** \$222.88

**Total:** \$3,406.88

## Bob Brown

---

**From:** Tracy Famias  
**Sent:** Thursday, August 12, 2021 9:00 AM  
**To:** Bob Brown  
**Subject:** Second Step Principal Toolkit

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Bob can you please order 16 of the Second Step K-5 Principal Toolkits at \$199 each for a total of \$3,184

<https://www.secondstep.org/purchase/product/second-step-k-5-principal-toolkit/>

Account Code

01.000.060.120.1000.640.00

## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2011923

Order Date: September 21, 2021

### Payment

---

Total: \$217.22

Credit Card Type: Organization

### Billing Information

---

Roberta Nyhus  
Liberty Elementary School  
5400 Onyx Drive  
BISMARCK, ND 58503  
US  
701-323-4320  
[roberta\\_nyhus@bismarckschools.org](mailto:roberta_nyhus@bismarckschools.org)

### Shipping Information

---

Roberta Nyhus  
Liberty Elementary School  
5400 Onyx Drive  
BISMARCK, ND 58503  
US  
701-323-4320  
roberta\_nyhus@bismarckschools.org

Products Ordered

Product	Total	
Second Step® Elementary Staff Lanyards with Skill Reinforcement × 7		\$203.00
	Subtotal	\$203.00
	Shipping	UPS Ground (5–10 business days): Free
	Estimated Tax	\$14.22
	Total	\$217.22

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

**Bob Brown**

---

**From:** Second Step <support@secondstep.org>  
**Sent:** Monday, September 13, 2021 8:01 AM  
**To:** Bob Brown  
**Subject:** [External] Order Confirmation [Order 2011830] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://www.secondstep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2011830

**Order Date:** September 13, 2021


**Payment:** \$1,241.20

**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days): Free

**Billing Information:** Bob Brown  
 806 N Washington St  
 Bismarck, ND, 58501-3623  
 7013234137  
 bob\_brown@bismarckschools.org

**Shipping Information:** Tracy Famias  
 806 N Washington St  
 Bismarck, ND, 58501-3623  
 7013234137  
 bob\_brown@bismarckschools.org

Product #		Item	Product Price	Quantity	Item Price
113017		<a href="#"><u>Second Step®</u></a> <a href="#"><u>Early</u></a> <a href="#"><u>Learning Staff</u></a> <a href="#"><u>Lanyards with</u></a> <a href="#"><u>Skill</u></a> <a href="#"><u>Reinforcement</u></a>	\$1,160.00	40	\$1,160.00

**Product total:** \$1,160.00

**Discounts & Coupons:** \$0.00

**Subtotal:** \$1,160.00

**Shipping:** \$0.00

**Estimated Tax:** \$81.20

**Total:** \$1,241.20

# Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

## Order

---

Order Number: 2011830

Order Date: September 13, 2021

## Payment

---

Total: \$1,241.20

Credit Card Type: Organization

## Billing Information

---

Bob Brown

Bismarck Public Schools  
806 N Washington St  
Bismarck, ND 58501-3623  
US  
7013234137  
bob\_brown@bismarckschools.org

Shipping Information

---

Tracy Famias  
Bismarck Public Schools  
806 N Washington St  
Bismarck, ND 58501-3623  
US  
7013234137  
bob\_brown@bismarckschools.org

Products Ordered

---

Product	Total
Second Step® Early Learning Staff Lanyards with Skill Reinforcement × 40	\$1,160.00
Subtotal	\$1,160.00
Shipping	UPS Ground (5–10 business days): Free
Estimated Tax	\$81.20

---



Products Ordered

Product	Total
Total	\$1,241.20

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2011909

Order Date: September 21, 2021

### Payment

---

Total: \$1,334.30

Credit Card Type: Organization

### Billing Information

---

Bob Brown

Bismarck Public Schools  
806 N Washington St  
Bismarck, ND 58501-3623  
US  
7013234137  
bob\_brown@bismarckschools.org

Shipping Information

---

Bob Brown  
Bismarck Public Schools  
806 N Washington St  
Bismarck, ND 58501-3623  
US  
7013234137  
bob\_brown@bismarckschools.org

Products Ordered

---

Product	Total
Second Step® Elementary Staff Lanyards with Skill Reinforcement × 43	\$1,247.00
Subtotal	\$1,247.00
Shipping	UPS Ground (5–10 business days): Free
Estimated Tax	\$87.30

---

# Products Ordered

Product	Total
Total	\$1,334.30

Thank you,

**The Second Step Team** at Committee for Children  
support@secondstep.org | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.



**Bob Brown**

---

**From:** Second Step <support@secondstep.org>  
**Sent:** Tuesday, September 21, 2021 8:09 AM  
**To:** Bob Brown  
**Subject:** [External] Order Confirmation [Order 2011909] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://www.secondstep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2011909

**Order Date:** September 21, 2021


**Payment:** \$1,334.30

**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days): Free

**Billing Information:** Bob Brown  
 806 N Washington St  
 Bismarck, ND, 58501-3623  
 7013234137  
 bob\_brown@bismarckschools.org

**Shipping Information:** Bob Brown  
 806 N Washington St  
 Bismarck, ND, 58501-3623  
 7013234137  
 bob\_brown@bismarckschools.org

Product #		Item	Product Price	Quantity	Item Price
113018		<a href="#"><u>Second Step® Elementary Staff Lanyards with Skill Reinforcement</u></a>	\$1,247.00	43	\$1,247.00

**Product total:** \$1,247.00

**Discounts & Coupons:** \$0.00

**Subtotal:** \$1,247.00

**Shipping:** \$0.00

**Estimated Tax:** \$87.30

**Total:** \$1,334.30

## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2011923

Order Date: September 21, 2021

### Payment

---

Total: \$217.22

Credit Card Type: Organization

### Billing Information

---

Roberta Nyhus  
Liberty Elementary School  
5400 Onyx Drive  
BISMARCK, ND 58503  
US  
701-323-4320  
[roberta\\_nyhus@bismarckschools.org](mailto:roberta_nyhus@bismarckschools.org)

### Shipping Information

---

Roberta Nyhus  
Liberty Elementary School  
5400 Onyx Drive  
BISMARCK, ND 58503  
US  
701-323-4320  
roberta\_nyhus@bismarckschools.org

Products Ordered

Product	Total	
Second Step® Elementary Staff Lanyards with Skill Reinforcement × 7		\$203.00
	Subtotal	\$203.00
	Shipping	UPS Ground (5–10 business days): Free
	Estimated Tax	\$14.22
	Total	\$217.22

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.





2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Credit Memo

Credit Memo # 4394116  
Date 9/30/2021  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Tracy Famias  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Terms

### Due Date

### PO#

### Billing Contact

### Shipping Method

### Sales Rep

Web2011830

Joany Higgins

### Item

### Description

### Start Date

### End Date

### QTY

### Rate

### Amount

113017

Second Step Early Learn Staff Lanyards w/  
SEL Cards (10 pack)

35

\$29.00

\$1,015.00

Subtotal \$1,015.00

Discount

Shipping & Handling

Sales Tax (%) \$0.00

**TOTAL \$1,015.00**

Amount Used \$1,015.00

**AMOUNT REMAINING \$0.00**

Please remit in US Funds.

Make check payable to: Committee for Children

**Memo:** return and refund per ticket 51410



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
**orders@cfchildren.org**

## Return Authorization

Return Auth #	7000842
Date	9/21/2021
Customer ID	10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Tracy Famias  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### PO#

Web2011830

### Billing Contact

### Sales Order #

9006515

### Entered By

Emma Ellis

### Valid Thru

### QTY

### Item

### Description

35	113017	Second Step Early Learn Staff Lanyards w/SEL Cards (10 pack)
----	--------	--------------------------------------------------------------

**Memo:** return and refund per ticket 51410



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Return Authorization

Return Auth #	7000842
Date	9/21/2021
Customer ID	10123666

### Shipping Instructions

#### 1 Print label & authorization.



Put authorization in box 1.  
Include a shipping label in each box.

#### 2 Prepare package.



Put item(s) in their original shipping box(es), if possible.

#### 3 Attach return label.



Affix completed shipping label to each box.

#### 4 Ship it!



Return the item(s) via a prepaid, trackable service.

We will not accept shipments with payment due and we are not responsible for lost shipments during return.

#### Once the goods are received at our warehouse:

We will evaluate the completeness and condition of the item(s) returned.

A credit memo will be issued for item(s) in resaleable condition.

#### Return Address

---

---

---

RMA 7000842

Notice Date: 9/21/2021

Box \_\_\_ of \_\_\_

Please make a copy of this label for each box.

**COMMITTEE FOR CHILDREN - RETURNS**

**7815 SOUTH 208TH ST STE D103**

**KENT, WA 98032-1303**

## Bob Brown

---

**From:** Jasmine Flores <jflores@cfchildren.org>  
**Sent:** Tuesday, September 21, 2021 2:01 PM  
**To:** Bob Brown  
**Subject:** [External] Your return authorization #7000842  
**Attachments:** Return Authorization\_7000842\_1632250830598.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Bob,

Thank you for contacting Committee for Children!

I have attached your return authorization to this email. Just follow the steps on the form to return your materials using the carrier of your choice. Unfortunately, Committee for Children cannot cover the cost of return shipping.

Once the items are received in good condition, we will issue the refund to your method of payment.

Please let me know if you have any questions or need follow-up.

Sincerely,

Jasmine Flores | Client Support  
P. 800.634.4449, ext. 6339  
D. 206.438.6339  
F. 206.343.1445  
jflores@cfchildren.org

**Bob Brown**

---

**From:** Council for Exceptional Children <service@exceptionalchildren.org>  
**Sent:** Wednesday, October 27, 2021 11:23 AM  
**To:** Bob Brown  
**Subject:** [External] Order Confirmation

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Council for Exceptional Children  
3100 Clarendon Boulevard, Suite 600  
Arlington, Virginia, 22201

Order Date: 10/27/2021 12:00:00 AM  
Customer Name: Bismarck Public Schools  
Customer #: 639550  
RECEIPT #: 7839  
PO #:

## BILL TO INFO:

Bismarck Public Schools  
806 N Washington St  
Bismarck, ND 58501-3623

Included in this email are your order details for Order 7839. Thank you for placing an order with the Council for Exceptional Children.

For balance due payments, you can login to your account at <http://info.exceptionalchildren.org> to pay by credit card or see below for additional payment information.



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9007226  
Date 12/14/2021  
Customer ID 10130293

### Bill To

Grimsrud Elem School  
716 W Saint Benedict Dr  
Bismarck ND 58501-1566  
United States

### Ship To

Cathy Bauman  
Grimsrud Elem School  
716 W Saint Benedict Dr  
Bismarck ND 58501-1566  
United States

### PO#

### Billing Contact

### Shipping Method

### Sales Rep

UPS Ground (UPS)

Joany Higgins

Item	Description	Start Date	End Date	QTY	Rate	Amount
113080	Second Step SEL K-5 Pocket Folders (30 pack)			3	\$32.00	\$96.00

Subtotal \$96.00

Discount

Shipping & Handling \$0.00

Sales Tax (%) \$0.00

**TOTAL \$96.00**

Amount Paid \$96.00

**AMOUNT DUE \$0.00**

Please remit in US Funds.



Title 1 Supplies - Check In Check out  
01.068.040.261.1000.600.21

# Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

## Order

---

Order Number: 2012520

Order Date: January 6, 2022

## Payment

---

Total: \$2,786.30

Credit Card Type: Organization

## Billing Information

---

Laurene Friesz  
Bismarck Public Schools  
806 N. Washington  
Bismarck, ND 58501  
US  
701-323-4138  
[laurie\\_friesz@bismarckschools.org](mailto:laurie_friesz@bismarckschools.org)

## Shipping Information

---

Laurene Friesz  
Bismarck Public Schools  
806 N. Washington  
Bismarck, ND 58501  
US  
701-323-4138  
laurie\_friesz@bismarckschools.org

## Products Ordered

---

Product	Total
Second Step® Elementary Classroom Kit for Grade 1 × 2	\$918.00
Second Step® Elementary Classroom Kit for Grade 2 × 3	\$1,227.00
Second Step® Elementary Classroom Kit for Kindergarten × 1	\$459.00
Subtotal	\$2,604.00
Shipping	UPS Ground (5–10 business days): Free
Estimated Tax	\$182.30
Total	\$2,786.30

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.



**Bob Brown**

---

**From:** Second Step <support@secondstep.org>  
**Sent:** Wednesday, January 19, 2022 12:16 PM  
**To:** Bob Brown  
**Subject:** [External] Order Confirmation [Order 2012573] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2012573

**Order Date:** January 19, 2022

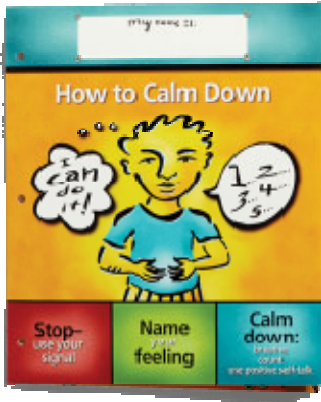
**Payment:** \$102.72

**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days): Free

**Billing Information:** Bob Brown  
 806 N Washington St  
 Bismarck, ND, 58501  
 7013234137  
 bob\_brown@bismarckschools.org

**Shipping Information:** Laura Just  
 1312 Columbia Dr  
 Bismarck, ND, 58504-6597  
 7013234137  
 bob\_brown@bismarckschools.org

Product #		Item	Product Price	Quantity	Item Price
113080		<a href="#"><u>Second Step® Elementary Pocket Folders</u></a>	\$96.00	3	\$96.00

**Product total:** \$96.00

**Discounts & Coupons:** \$0.00

**Subtotal:** \$96.00

**Shipping:** \$0.00

**Estimated Tax:** \$6.72

**Total:** \$102.72



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9007639  
Date 3/8/2022  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Laurene Friesz  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### PO#

Web2012783

### Billing Contact

### Shipping Method

UPS Ground (UPS)

### Sales Rep

Joany Higgins

Item	Description	Start Date	End Date	QTY	Rate	Amount
100872	Second Step Grade 2 SEL Classroom Kit			2	\$409.00	\$818.00

Subtotal \$818.00  
Discount  
Shipping & Handling \$0.00  
Sales Tax (%) \$0.00

**TOTAL** \$818.00

Amount Paid \$818.00

**AMOUNT DUE** \$0.00

Please remit in US Funds.



01.000.060.120.1000.640.00

2nd-5th  
Curriculum



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
**orders@cfchildren.org**

## Quote

Quote # 5025425  
Date 5/12/2022  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Bob Brown  
HEC Cafeteria-Famias  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Requested By

Bob Brown

### Ship To

Bob Brown

### Setup Admin

Name:  
Email:

### Entered By

Casey Escola

Item	Description	Months	Start Date	End Date	QTY	Rate	Amount
100870	Second Step Kindergarten SEL Classroom Kit				8	\$459.00	\$3,672.00
100871	Second Step Grade 1 SEL Classroom Kit				8	\$459.00	\$3,672.00
100872	Second Step Grade 2 SEL Classroom Kit				7	\$409.00	\$2,863.00
100873	Second Step Grade 3 SEL Classroom Kit				9	\$409.00	\$3,681.00
100874	Second Step Grade 4 SEL Classroom Kit				7	\$439.00	\$3,073.00
100875	Second Step Grade 5 SEL Classroom Kit				6	\$439.00	\$2,634.00

Shipping Method: UPS Ground (UPS)

Your Second Step program License purchase is governed by the applicable License Agreement at:  
<https://secondstep.org/license-agreements>

Prices valid for 30 days from quote date.

Please Include quote ID:5025425 on your order to guarantee pricing.



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
**orders@cfchildren.org**

Quote	
Quote #	5025425
Date	5/12/2022
Customer ID	10123666
Subtotal	\$19,595.00
Discount	(\$1,959.50)
Shipping & Handling	\$0.00
Sales Tax* (%)	\$0.00
<b>TOTAL</b>	<b>\$17,635.50</b>

**Please remit in US Funds.**

**Make check payable to: Committee for Children**

**\*Sales tax rates are based on the ship to address. All rates are estimates until shipped. If tax was included in this quote and your organization is state sales tax exempt, email your state sales tax exemption ID and certificate to orders@cfchildren.org.**

**Shipping Method: UPS Ground (UPS)**

**Your Second Step program License purchase is governed by the applicable License Agreement at:**  
**<https://secondstep.org/license-agreements>**

**Prices valid for 30 days from quote date.**

**Please Include quote ID:5025425 on your order to guarantee pricing.**

**From:** Shipping <Support@cfchildren.org>  
**Sent:** Thursday, May 12, 2022 1:49 PM  
**To:** Bob Brown  
**Subject:** [External] Your order no. 3436852 has been fulfilled

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Bob Brown,

Thank you for shopping with us. Your order has been processed.

If you ordered physical items, they'll be shipped within the next two business days. Use the tracking number below to see delivery status. If you ordered digital programs, your designated Setup Administrator should have received an email from [support@secondstep.org](mailto:support@secondstep.org) to get started with their licenses.

We hope to see you again soon!

Sincerely,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

Tracking numbers:

1Z7879390374956934 1Z7879390373785746 1Z7879390375558158 1Z7879390373290164  
1Z7879390375957771 1Z7879390373096982 1Z7879390374403790 1Z7879390374334203  
1Z7879390373704216 1Z7879390374289825 1Z7879390373427034 1Z7879390373611843

Link to tracking information on carrier website:

<http://wwwapps.ups.com/etracking/tracking.cgi?TypeOfInquiryNumber=T&InquiryNumber1=1Z7879390374956934&InquiryNumber2=1Z7879390373785746&InquiryNumber3=1Z7879390375558158&InquiryNumber4=1Z7879390373290164&InquiryNumber5=1Z7879390375957771&InquiryNumber6=1Z7879390373096982&InquiryNumber7=1Z7879390374403790&InquiryNumber8=1Z7879390374334203&InquiryNumber9=1Z7879390373704216&InquiryNumber10=1Z7879390374289825&InquiryNumber11=1Z7879390373427034&InquiryNumber12=1Z7879390373611843>

Title 1 Per In

## Second Step Store Receipt

01.071.045.261.2113.600.  
80

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

Order Number: 2013276

Order Date: June 17, 2022

### Payment

Total: \$139.10

Credit Card Type: Organization

### Billing Information

BPS-Myhre Elementary  
Jeannette Myhre Elementary School  
919 S. 12th St.  
Bismarck, ND 58504  
US  
7013234200  
[jan\\_hutchens@bismarckschools.org](mailto:jan_hutchens@bismarckschools.org)

### Shipping Information

**Jan Hutchens**

---

**From:** Second Step <support@secondstep.org>  
**Sent:** Friday, June 17, 2022 12:57 PM  
**To:** Jan Hutchens  
**Subject:** [External] Order Confirmation [Order 2013276] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2013276

**Order Date:** June 17, 2022

**Payment:** \$139.10

**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days): Free



BPS-Myhre Elementary  
Jeannette Myhre Elementary School  
919 S. 12th St.  
Bismarck, ND 58504  
US  
7013234200  
jan\_hutchens@bismarckschools.org

## Products Ordered

Product	Total	
Second Step® Elementary Classroom Kits Large Hallway Poster Set × 2		\$130.00
	Subtotal	\$130.00
	Shipping	UPS Ground (5–10 business days): Free
	Estimated Tax	\$9.10
	Total	\$139.10

Thank you,

**The Second Step Team** at Committee for Children  
support@secondstep.org | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

**Total:** \$139.10

Thank you,

**The Second Step Team** at Committee for Children

[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.



**Committee for Children**

2815 Second Avenue, Suite 400, Seattle, WA 98121

Title 1 Per In

## Second Step Store Receipt

01.071.045.261.2113.600.  
80

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

Order Number: 2013276  
Order Date: June 17, 2022

### Payment

Total: \$139.10  
Credit Card Type: Organization

### Billing Information

BPS-Myhre Elementary  
Jeannette Myhre Elementary School  
919 S. 12th St.  
Bismarck, ND 58504  
US  
7013234200  
[jan\\_hutchens@bismarckschools.org](mailto:jan_hutchens@bismarckschools.org)

### Shipping Information

**Jan Hutchens**

---

**From:** Second Step <support@secondstep.org>  
**Sent:** Friday, June 17, 2022 12:57 PM  
**To:** Jan Hutchens  
**Subject:** [External] Order Confirmation [Order 2013276] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2013276

**Order Date:** June 17, 2022

**Payment:** \$139.10

**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days): Free

BPS-Myhre Elementary  
Jeannette Myhre Elementary School  
919 S. 12th St.  
Bismarck, ND 58504  
US  
7013234200  
jan\_hutchens@bismarckschools.org

## Products Ordered

Product	Total
Second Step® Elementary Classroom Kits Large Hallway Poster Set × 2	\$130.00
Subtotal	\$130.00
Shipping	UPS Ground (5–10 business days): Free
Estimated Tax	\$9.10
Total	\$139.10

Thank you,

**The Second Step Team** at Committee for Children  
support@secondstep.org | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

**Total:**

**\$139.10**

Thank you,

**The Second Step Team** at Committee for Children

[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.



**Committee for Children**

2815 Second Avenue, Suite 400, Seattle, WA 98121

**From:** Second Step <support@secondstep.org>  
**Sent:** Friday, May 27, 2022 10:39 AM  
**To:** Bob Brown  
**Subject:** [External] Order Confirmation [Order 2013178] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2013178

**Order Date:** May 27, 2022



**Payment:** \$5,220.56

**Credit Card Type:** organization

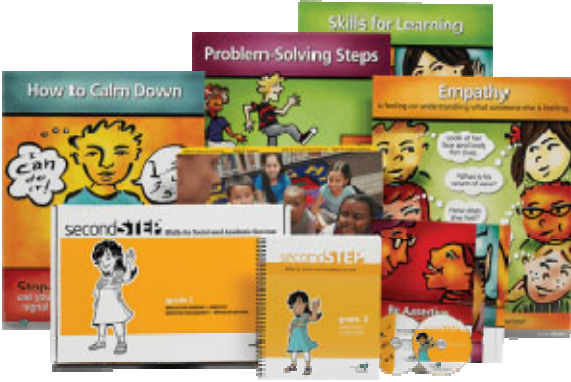

**Shipping Option:** UPS Ground (5–10 business days): Free

**Billing Information:** Bob Brown  
 806 N Washington St  
 Bismarck, ND, 58501  
 7013234137  
 bob\_brown@bismarckschools.org

**Shipping Information:** HEC Cafeteria T Famias  
 806 N Washington St  
 Bismarck, ND, 58501-3623  
 7013234137  
 bob\_brown@bismarckschools.org

Product #		Item	Product Price	Quantity	Item Price
100869		<u>Second Step® Early Learning</u>	\$2,754.00	6	\$2,754.00
100871		<u>Second Step® Elementary Classroom Kit for Grade 1</u>	\$459.00	1	\$459.00



100872		<a href="#"><u>Second Step®</u></a> <a href="#"><u>Elementary Classroom Kit for Grade 2</u></a>	\$409.00	1	\$409.00
100873		<a href="#"><u>Second Step®</u></a> <a href="#"><u>Elementary Classroom Kit for Grade 3</u></a>	\$818.00	2	\$818.00

100875		<u>Second</u> <u>Step®</u> <u>Elementary</u> <u>Classroom</u> <u>Kit for</u> <u>Grade 5</u>	\$439.00	1	\$439.00
--------	-----------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------	----------	---	----------

Product total:

\$4,879.00

Discounts & Coupons:

\$0.00

Subtotal:

\$4,879.00

Shipping:

\$0.00

Estimated Tax:

\$341.56

Total:

\$5,220.56

Thank you,

The Second Step Team at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

**From:** Second Step <support@secondstep.org>  
**Sent:** Monday, May 30, 2022 8:22 AM  
**To:** Bob Brown  
**Subject:** [External] Order Confirmation [Order 2013184] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2013184

**Order Date:** May 30, 2022


**Payment:** \$217.22

**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days): Free

**Billing Information:** Bob Brown  
806 N Washington St  
Bismarck, ND, 58501  
7013234197  
bob\_brown@bismarckschools.org

**Shipping Information:** HEC Cafeteria T Famias  
806 N Washington St  
Bismarck, ND, 58501  
7013234137  
bob\_brown@bismarckschools.org

Product #		Item	Product Price	Quantity	Item Price
113018		<a href="#"><u>Second Step®</u></a> <a href="#"><u>Elementary</u></a> <a href="#"><u>Staff Lanyards</u></a> <a href="#"><u>with Skill</u></a> <a href="#"><u>Reinforcement</u></a>	\$203.00	7	\$203.00

**Product total:** \$203.00

**Discounts & Coupons:** \$0.00

**Subtotal:** \$203.00

**Shipping:** \$0.00

**Estimated Tax:** \$14.22

**Total:** \$217.22



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Sales Order

Sales Order # 3443193  
Date 10/17/2022  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Laura Just  
Moses Elementary  
1312 S Columbia Dr  
Bismarck ND 58504  
United States

### Terms

### PO#

### Billing Contact

### Shipping Method

### Entered By

Web2014241

UPS Ground (UPS)

Emma Ellis

### Item

### Description

### Months

### Start Date

### End Date

### QTY

### Rate

### Amount

113080	Second Step SEL K-5 Pocket Folders (30 pack)					3	\$44.00	\$132.00
--------	-------------------------------------------------	--	--	--	--	---	---------	----------

Subtotal \$132.00

Discount

Shipping & Handling \$0.00

Sales Tax (%) \$0.00

**TOTAL \$132.00**

Please remit in US Funds.

Make check payable to: Committee for Children

**Bob Brown**

---

**To:** Second Step  
**Subject:** RE: [External] Order Confirmation [Order 2014241] from the Second Step Store  
**Attachments:** Tax Exempt Cert.pdf

Good Morning,

The Bismarck Public Schools is Tax Exempt. I've attached a copy of our certificate for your records. I am requesting a refund for the \$9.24 tax charge listed on the receipt below.

Thank you,

Bob Brown  
Bismarck Public Schools  
[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)  
701-323-4137

---

**From:** Second Step <support@secondstep.org>  
**Sent:** Monday, October 17, 2022 9:00 AM  
**To:** Bob Brown <bob\_brown@bismarckschools.org>  
**Subject:** [External] Order Confirmation [Order 2014241] from the Second Step Store

**CAUTION:** This email originated from outside of **Bismarck Public Schools**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with another email once your order ships. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL program, Child Protection Unit, or Bullying Prevention Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Teaching and implementation guidance
- Online training for all staff
- Spanish translations
- Streaming lesson media

**Order Number:** 2014241

**Order Date:** October 17, 2022


**Payment:** \$141.24

**Credit Card Type:** organization

**Shipping Option:** UPS Ground (5–10 business days): Free

**Billing Information:** Bob Brown  
806 N Washington St  
n: Bismarck, ND, 58501  
7013234137  
[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)

**Shipping Information:** Laura Just  
1312 Columbia Dr  
n: Bismarck, ND, 58504-6518  
7013234137  
[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)

Product #		Item	Product Price	Quantity	Item Price
113080		<a href="#">Second Step® Elementary Pocket Folders</a>	\$132.00	3	\$132.00

**Product total:** \$132.00

**Discounts & Coupons:** \$0.00

**Subtotal:** \$132.00

**Shipping:** \$0.00

**Estimated Tax:** \$9.24

**Total:** \$141.24

Thank you,





2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
**orders@cfchildren.org**

## Cash Sale

Cash Sale # 9010167  
Date 4/12/2023  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### Ship To

Tracey Reinbold  
Bismarck Public Schools  
806 N Washington St  
Bismarck ND 58501-3623  
United States

### PO#

Web2014974

### Billing Contact

### Shipping Method

UPS Ground (UPS)

### Sales Rep

Casey Escola

### Item

### Description

### Start Date

### End Date

### QTY

### Rate

### Amount

100875

Second Step Elementary, Grade 5,  
Classroom Kit

1

\$439.00

\$439.00

Subtotal \$439.00

Discount

Shipping & Handling \$0.00

Sales Tax (%) \$0.00

**TOTAL \$439.00**

Amount Paid \$439.00

**AMOUNT DUE \$0.00**

Please remit in US Funds.

**Memo:** invoice to tracey\_reinbold@bismarckschools.org

## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2014993

Order Date: April 17, 2023

Your Name: Bob Brown

Your Email: [bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)

### Payment

---

Total: \$1,067.86

Credit Card Type: Organization

### Billing Information

---

Bob Brown  
Bismarck Public Schoiols  
806 N Washington St  
Bismarck, ND 58501-3623  
US  
7013234137  
bob\_brown@bismarckschools.org

Shipping Information

---

Bob Brown  
Bismarck Public Schoiols  
806 N Washington St  
Bismarck, ND 58501-3623  
US  
7013234137  
bob\_brown@bismarckschools.org

Products Ordered

---

Product	Total
<a href="#">Second Step® Out-of-School Time</a> × 2	\$998.00

# Products Ordered

Product	Total	
Subtotal:		\$998.00
Shipping:		Ground (5–10 business days): Free
Tax:		\$69.86
Payment method:		Credit Card
Total:		\$1,067.86

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

## Bob Brown

---

**From:** Tracy Famias  
**Sent:** Thursday, April 13, 2023 11:20 AM  
**To:** Bob Brown  
**Subject:** FW: Please order

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Bob – one kit goes to Erin Kwan at Elk Ridge and the second kit goes to Linda Anderson at Silver Ranch

---

**From:** Tracy Famias  
**Sent:** Wednesday, April 12, 2023 12:07 PM  
**To:** Bob Brown <[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)>  
**Subject:** Please order

Mental Health

<https://store.secondstep.org/purchase/products/out-of-school-time/>

please order two kits - \$499 a kit



Second Step® Out-of-School Time

**A Time to Thrive Together**



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
[orders@cfchildren.org](mailto:orders@cfchildren.org)

## Cash Sale

Cash Sale # 9010319  
Date 5/11/2023  
Customer ID 10302660

### Bill To

Liberty Elementary School  
5400 Onyx Dr  
Bismarck ND 58503-5019  
United States

### Ship To

Cathy Bauman  
Liberty Elementary School  
5400 Onyx Dr  
Bismarck ND 58503-5019  
United States

### PO#

Web2015090

### Billing Contact

### Shipping Method

### Sales Rep

UPS Ground (UPS)

Casey Escola

Item	Description	Start Date	End Date	QTY	Rate	Amount
113080	Second Step Elementary, Grades K-5, Pocket Folders (30 pack)			2	\$44.00	\$88.00

01.000.058.120.1000.600.00  
Supplies & Materials/Liberty

Subtotal \$88.00

Discount

Shipping & Handling \$0.00

Sales Tax (%) \$0.00

**TOTAL \$88.00**

Amount Paid \$88.00

**AMOUNT DUE \$0.00**

Please remit in US Funds.

## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2015081

Order Date: May 9, 2023

Your Name: Bob Brown

Your Email: [bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)

### Payment

---

Total: \$8,349.22

Credit Card Type: Organization

### Billing Information

---

Bob Brown  
Bismarck Public Schools  
806 N Washington St  
Bismarck Public Schools  
Bismarck, ND 58501  
US  
7013234137  
bob\_brown@bismarckschools.org

Shipping Information

---

Val Bakken  
Bismarck Early Childhood Education Center  
720 N 14th St  
Bismarck, ND 58501-4324  
US  
7013234137  
bob\_brown@bismarckschools.org

Products Ordered

---

Product	Total
<a href="#">Second Step® Early Learning</a> × 17	\$7,803.00



# Products Ordered

Product	Total	
Subtotal:		\$7,803.00
Shipping:		Ground (5–10 business days): Free
Tax:		\$546.22
Payment method:		Credit Card
Total:		\$8,349.22

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

## Bob Brown

---

**From:** Kimberly Dolajak  
**Sent:** Tuesday, May 9, 2023 1:52 PM  
**To:** Bob Brown  
**Subject:** RE: Second Step Kits

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

01.501.001.200.2192.640.00

**Kim Dolajak**  
Student Support Services  
701-323-4029

---

**From:** Bob Brown <[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)>  
**Sent:** Tuesday, May 9, 2023 10:32 AM  
**To:** Kimberly Dolajak <[kimberly\\_dolajak@bismarckschools.org](mailto:kimberly_dolajak@bismarckschools.org)>  
**Subject:** FW: Second Step Kits

Kim,

I need the account number I am supposed to charge these kits to for T Famias. Total cost for 18 kits was \$8,262.00.

Thank you,

Bob Brown  
Bismarck Public Schools  
[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)  
701-323-4137

---

**From:** Tracy Famias <[tracy\\_famias@bismarckschools.org](mailto:tracy_famias@bismarckschools.org)>  
**Sent:** Monday, May 8, 2023 1:00 PM  
**To:** Bob Brown <[bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)>  
**Subject:** Second Step Kits

Bob

Can you please order of 18 of the kits below from [Second Step](#)? One kit should be delivered to Murphy and the rest delivered to the BECEP at Richolt location.

Thanks Bob

Kim will be sending the account code.

## Bob Brown

---

**From:** Tracy Famias  
**Sent:** Monday, May 8, 2023 1:00 PM  
**To:** Bob Brown  
**Subject:** Second Step Kits

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Bob

Can you please order of 18 of the kits below from [Second Step](#)? One kit should be delivered to Murphy and the rest delivered to the BECEP at Richolt location.

Thanks Bob

Kim will be sending the account code.



### Second Step® Early Learning

Improved behavior, improved learning

Help your littlest learners harness their energy and potential by teaching them to listen, pay attention, control their behavior, and get along with others. When students enter kindergarten with the self-regulation and social-emotional skills taught in research-based Second Step Early Learning, they're set up for success.

Price: **\$459.00**

## Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

---

Order Number: 2015082

Order Date: May 9, 2023

Your Name: Bob Brown

Your Email: [bob\\_brown@bismarckschools.org](mailto:bob_brown@bismarckschools.org)

### Payment

---

Total: \$491.14

Credit Card Type: Organization

### Billing Information

---

Bob Brown  
Bismarck Public Schools  
806 N Washington St  
Bismarck Public Schools  
Bismarck, ND 58501  
US  
7013234137  
bob\_brown@bismarckschools.org

Shipping Information

---

Nichole Faiman  
Murphy Elementary  
611 N 31st St  
Bismarck, ND 58501-3203  
US  
7013234137  
bob\_brown@bismarckschools.org

Products Ordered

---

Product	Total
<a href="#">Second Step® Early Learning</a> × 1	\$459.00

# Products Ordered

Product	Total	
Subtotal:		\$459.00
Shipping:		Ground (5–10 business days): Free
Tax:		\$32.14
Payment method:		Credit Card
Total:		\$491.14

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext.1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.

1.077.001.270.1000.600.23

Enhancements-Lisa



2815 Second Avenue, Suite 400  
Seattle, WA 98121-3207 USA  
800-634-4449 FAX: 206-343-1445  
**orders@cfchildren.org**

## Cash Sale

Cash Sale # 9012315  
Date 5/2/2024  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
128 Soo Line Drive  
Bismarck ND 58501  
United States

### Ship To

Trish Moch  
Bismarck Public Schools  
128 Soo Line Drive  
Bismarck ND 58501  
United States

### PO#

### Billing Contact

### Shipping Method

### Sales Rep

UPS Ground (UPS)

Kelly Brazell

Item	Description	Start Date	End Date	QTY	Rate	Amount
100868	Second Step Elementary Principal Toolkit			1	\$199.00	\$199.00

Subtotal \$199.00

Discount

Shipping & Handling \$0.00

Sales Tax (%) \$0.00

**TOTAL \$199.00**

Amount Paid \$199.00

**AMOUNT DUE \$0.00**

Please remit in US Funds.



## Order #2017378

Order #2017378 was placed on **August 20, 2024** and is currently **Processing**.

# Second Step Store Receipt

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

**Thank you for your order. We're excited to partner with your school or organization.** A confirmation email has been sent. You can also **[print this page](#)** for your records.

## Order

Order Number:	2017378
Order Date:	August 20, 2024
Your Name:	Tracey Reinbold
Your Email:	<a href="mailto:tracey_reinbold@bismarckschools.org">tracey_reinbold@bismarckschools.org</a>



Payment

Total: \$29.54

Credit Card Type: Organization

Billing Information

Tracey Reinbold  
Bismarck Public Schools  
128 Soo Line Dr  
Bismarck, ND 58501  
US  
7013234138  
tracey\_reinbold@bismarckschools.org

Shipping Information

Tracey Reinbold  
Bismarck Public Schools  
128 Soo Line Dr  
Bismarck, ND 58501  
US  
7013234138  
tracey\_reinbold@bismarckschools.org

Products Ordered

Product	Total
<a href="#">Second Step® Elementary Classroom Kits Poster Set for Grades 4 and 5</a> × 1	\$28.00

Products Ordered

Product	Total	
Subtotal:		\$28.00
Shipping:		Ground (5–10 business days): Free
Tax:		\$1.54
Payment method:		Credit Card
Total:		\$29.54

Thank you,

**The Second Step Team** at Committee for Children  
[support@secondstep.org](mailto:support@secondstep.org) | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.



1085 Andover Park East  
Tukwila, WA 98188 USA  
800-634-4449 FAX: 206-343-1445  
orders@cfchildren.org

## Cash Sale

Cash Sale # 9013455  
Date 11/21/2024  
Customer ID 10123666

### Bill To

Bismarck Public Schools  
128 Soo Line Drive  
Bismarck ND 58501  
United States

### Ship To

Carrie Borchers  
Liberty Elementary  
5400 Onyx Drive  
Bismarck ND 58503  
United States

### PO#

### Billing Contact

### Shipping Method

### Sales Rep

UPS Ground (UPS)

Kelly Brazell

Item	Description	Start Date	End Date	QTY	Rate	Amount
113081	Second Step Elementary Digital Program Pocket Folders (30 pack)			1	\$48.00	\$48.00

01.000.058.120.1000.600.00

Supplies & Materials/Liberty

Rengdahl

Subtotal \$48.00  
Discount  
Shipping & Handling \$0.00  
Sales Tax (%) \$0.00

**TOTAL \$48.00**

Amount Paid \$48.00

**AMOUNT DUE \$0.00**

Please remit in US Funds.

## Second Step Store Receipt

Supplies & Materials

Thank you for your order. We're excited to partner with your school or organization. If your order includes items that need to be shipped, we'll notify you with an email once they're on their way. Contact us at [support@secondstep.org](mailto:support@secondstep.org) or 800-634-4449 with any questions.

If your purchase includes the Second Step SEL Program, Bullying Prevention Unit, or Child Protection Unit, register your kit or notebook on [SecondStep.org](https://SecondStep.org) to access:

- Streaming lesson media and digital lesson materials
- Teaching and implementation guidance
- Online training for all staff
- Spanish translations

### Order

Order Number: 2017799  
Order Date: December 10, 2024  
Your Name: Hannah Stober  
Your Email: [grimsrud\\_secretary@bismarckschools.org](mailto:grimsrud_secretary@bismarckschools.org)

\$96-

### Payment

Total: \$103.20  
Credit Card Type: Organization

### Billing Information

BPS - Grimsrud Elementary  
Bismarck Public Schools  
128 Soo Line Drive  
BISMARCK, ND 58501  
US  
701-323-4150  
[grimsrud\\_secretary@bismarckschools.org](mailto:grimsrud_secretary@bismarckschools.org)

### Shipping Information

Hannah Stober Grimsrud Elementary School  
Bismarck Public Schools- Grimsrud Elementary School  
716 W SAINT BENEDICT DR  
BISMARCK, ND 58501-1564  
US  
701-323-4150  
grimsrud\_secretary@bismarckschools.org

## Products Ordered

Product	Total
<u>Second Step® Elementary Digital Program Pocket Folders × 2</u>	\$96.00
Subtotal:	\$96.00
Shipping:	Ground (5–10 business days): Free
Tax:	\$7.20
Payment method:	Credit Card
Total:	\$103.20

Confirm  
tax was  
removed

Thank you,

**The Second Step Team** at Committee for Children  
support@secondstep.org | 800-634-4449, ext. 1 | 206-343-1223

To ensure you receive Second Step emails in the future, add [www.secondstep.org](http://www.secondstep.org) as a safe sender.