

01/06/2026

Exhibit 1006.7

## Statement of Work:

### Organization

Linn Mar Community School District  
3556 Winslow Road  
Marion, IA 52302  
<https://www.linnmar.k12.ia.us/>

### Contact:

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Chief Officer of Human Resources  
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(319) 447-3000

**Overview:** Cooperative Educational Service Agency (CESA) 6, is a service provider for K-12 organizations throughout the United States. CESA 6 is a proud member of the Qualtrics Partner Network, a network of service agencies providing implementation and consulting services to Qualtrics user organizations that are customized to the client's needs.

**Profile:** You can view our departmental & consultant [profile here](#), and our list of typical implementation [projects here](#).

## What A Partnership with CESA 6 Looks Like

Qualtrics Technical Expertise		
Our team has applied experience using and training on the following Qualtrics systems:		
<ul style="list-style-type: none"> <li>• Surveys</li> <li>• Dashboards</li> </ul>	<ul style="list-style-type: none"> <li>• Workflows</li> <li>• Ticketing</li> </ul>	<ul style="list-style-type: none"> <li>• Stats IQ &amp; Text IQ</li> <li>• XM Directory</li> </ul>
K-12 Expertise		
Our team of consultants has decades of experience in K-12 education, having served as teachers, principals, assessment coordinators, district-level administrators, and assistant superintendents. Our team is up to date on current educational research and can help maximize your use of Qualtrics by aligning seamlessly with the K-12 space. In addition to technical expertise, working with our team also provides assistance with the following areas:		
Design Consultation	Data Analysis & Reporting	Evidence-Based Action
Our consultants will listen to understand your implementation needs, and provide advice on how to streamline the project to maximize value.	Our consultants will assist with the analysis and reporting of implementation data, including recommendations for visualizations and comparisons that reach beyond the most common.	Our consultants will help apply the data to continuous improvement actions, through advice on how to turn your implementation project into a data system rather than a data event.

**Statement of Work (SoW):** The below statement of work covers Qualtrics implementation services for Linn Mar Community School District.

**Project Scope:** CESA 6 consultants will provide up to **20 HOURS** of direct and indirect training and development support related to the implementation of the Qualtrics platform. Implementation will include the following areas:

**Implementation Project:** CESA 6 consultants will meet with the initial implementation user team to identify projects that may be used to facilitate platform training. Projects may include:

- EX Engagement Survey & Dashboard
- EX Lifecycle Survey(s) & Dashboard(s)
  - EX Lifecycle includes onboarding and exit surveys

**Technical Training:** Technical training will be provided on the platform through the agreed-upon projects. CESA 6 consultants will demo key platform features during regularly scheduled implementation sessions, and then allow users to apply their learning in the creation of Qualtrics use case projects.

All training and projects must be completed within **20 HOURS**.

**Data analysis and professional coaching**

- CESA 6 consultants will analyze staff survey data to uncover trends, strengths, and areas for improvement across the employee experience.
- CESA 6 will provide district leadership with a comprehensive analysis and facilitate up to **four hours** of virtual coaching sessions focused on strategic next steps to enhance staff engagement, retention, and organizational culture.

Planned development sessions will occur virtually. Any in-person training requested by the client will be at the expense of the client and is not included in the above amounts.

CESA 6 consultant support will continue until the agreed-upon hours have expired **OR** on June 30th, **2026**, whichever comes first.

Please note that CESA 6 consultants will **not** be available to support between Friday at 5:00 PM CST and Monday at 7:00 AM CST. Qualtrics technical support should be utilized during these times.

**Client Responsibilities:** The Client will be responsible for providing the consultant with access to the Qualtrics system, the collection and sharing of needed data files, scheduling and attending agreed-upon training sessions with the consultant, and the application of learning through agreed-upon projects. Failure to provide access to the Qualtrics system, to share data files by the agreed upon deadline, or missing agreed upon training sessions will result in a delay in the project completion.

If needed, the client shall be responsible for the programming and configuration of their Student Information System (SIS) and Human Resources Information System (HRIS) to facilitate data exports. This includes, but is not limited to:

1. One-Time Exports: The Client will ensure that all necessary data is exported from the SIS and HRIS in a format compatible with Qualtrics for one-time imports.
2. Automated Exports: The Client will configure and maintain automated data exports from the SIS and HRIS to an SFTP server, ensuring that the data is transferred securely and in the required format.

The Client acknowledges that any delays or issues arising from the programming and configuration of these systems are their responsibility and may impact the overall project timeline.

Any data received that requires reconfiguration or updates may result in additional charges to the project.

The client will also be responsible for internal testing of training projects to ensure functionality.

**Any deviations from the above scope may result in the need for additional contracted hours.**

**\*\*Cost:** For delivery of the above services, the client will agree to pay the following:

**Implementation Services: \$7,200**

\*\*The cost includes direct support hours as well as offline consultant preparation time, design time, and tech support on behalf of the client. Total hours will be tracked by the consultant and provided to the client when requested.

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**Josh Borzick**

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**Client:** Linn-Mar Community Schools

Name: Katie Lowe Lancaster

Title: Board President

Signature: \_\_\_\_\_

Date: \_\_\_\_\_